

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

August 17, 2010

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, Wendell Maddox, J.D. Rios, and Clyde Townsend. Mary Ann Flunder was absent at this time.

1. The chairman called for approval of the agenda. Dr. Burke noted the following amendments to the Agenda:

Addition(s):

IX. Personnel

B. Recommendations:

13. Approval to employ Daniel Lee Hampton as Info. Systems Professional in the Information Services Dept. effective August 10, 2010 at the annual salary of \$37,281.00

14. Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

Anne Michelle Westfall	EMT	August 16, 2010
Dr. Abiotona Sokari	Biology	August 16, 2010
James Alan Reynolds	Speech	August 16, 2010
Anthony J. Funari	English	August 18, 2010
Syed A. Jamal	Biology	August 16, 2010
Karen L. Mann	Chemistry	August 11, 2010
Suneetha T. Menon	Chemistry	August 16, 2010

15. Approval to employ the following part time Lab Assistant for the EMT program effective August 19, 2010 at the hourly rate of \$10.10:

David J. Asmus
Leanne R. Miller
Thomas W. Heck III
Shana L. Ballenger
Wayne T. Wood
Cindy L. Scanion
Ashley G. Thompson
Kenneth J. Russel
Bryan E. Davis
Joshua P. Hundley
Zachary R. Lodder
Zachariah D. Chamberlin
Benjamin M. Wright

16. Approval of change in status of employment for Rebecca S. McGuirt from PT Technical Assistant in the Chemistry Lab to Administrative Assistant for the Dean of Engineering, Math & Science effective August 10, 2010 at the annual salary of \$27,138.12
17. Approval of change in status for Jeff L. Sixta from Asst. Director to Director for Buildings & Grounds Dept. effective August 1, 2010 at the annual salary of \$82,304.46
18. Approval to employ Theresa A. Chmidling as Nursing Instructor in the Nursing Division effective August 11, 2010 at the annual salary of \$39,494.40

X. Finance

C. Recommendations:

11. Approval of payment of \$10,565.62 to North American Communications Resource (NACR) for one-year renewal of SSU CM R5.X software licensing for the Avaya S8500 telephone switch. (General Fund)
12. Approval of renewal of AT&T Greater Kansas City Yellow Pages advertising for 2011 for \$13,102.80. (General Fund)

XIII. Miscellaneous Business

E. Set the date for the Board Retreat

F. Executive session to discuss matter subject to attorney-client privilege

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

2. The chairman called for approval of the minutes of the July 20, 2010 Board of Trustees Meeting. Trustee Maddox moved to approve the minutes of the July 20, 2010 Board of Trustees meeting as presented. Trustee Townsend seconded and the motion carried.
3. Trustee Townsend moved to approve the minutes of the Budget Hearing on August 10, 2010 as presented. Trustee Maddox seconded and the motion carried.
4. There were no patrons or petitioners wishing to address the Board at this time.
5. There were no communications.
6. Under the President's Report, Dr. Burke noted that the person that was to address the Board under his report, Scott Anglemeyer, Executive Director of Workforce Partnership, had not arrived yet so he would defer to Dr. Tamara Agha-Jaffar, Provost to start her report until the arrival of Scott Anglemeyer.
7. Dr. Agha-Jaffar began her report by introducing the new Deans joining the college staff. They were Dr. Marvin Hunt – Dean of Business & Continuing Education, Dr. Ed Kremer – Dean of Engineering, Math & Science, Clifford Smith – Interim Dean of the Technical Education Center, and Dr. Cherilee Walker – Dean of Humanities & Fine Arts.

8. At this time Mr. Scott Anglemeyer of Workforce Partnership arrived and gave his presentation on the Total Employment Asset Management (TEAM) process which consists of many agencies and organizations working together in a workforce partnership in the effort to link prospective workers and businesses/organizations searching for qualified employees. Following this presentation the Board thanked him for coming to share the information and suggested more frequent updates to the Board on how and what the college is doing to help those efforts.
9. Dr. Agha-Jaffar resumed her report by introducing Dr. Shirley Wendell, Dean of Nursing & Allied Health, and Anita Krondak, Director of Nursing to speak about the need to use the ATI TEAS (Test of Essential Academic Skills) as an entrance requirement for the nursing program. Dr. Wendell explained that the purpose of this requirement was to better identify the students “with the best chance of success” in this very competitive program. Following questions and discussion Trustee Rios moved to grant permission to make the ATI TEAS Test a requirement for application to the Nursing Program. Trustee Townsend seconded and the motion carried.

(Trustee Flunder arrived to the meeting at 8:47 a.m. during this presentation)

10. Dr. Agha-Jaffar continued with her report on the following:
 - Our Career Exploration Forum on July 28 was very successful. Approximately 70 people participated. There was a general meeting followed by breakout sessions with employers.
 - A discussion with Trustee Breidenthal about the possibility of involving students in the theme for the KCKS United Way campaign, *The Power of Half*. Two students will be invited to attend the United Way kick-off lunch and to hear Kevin Salwan, the author, speak. She met with Stacy Tucker, Director of PTK and Honors, and will meet with Student Senate Officers to solicit student involvement.
 - The Provost’s Policies and Procedures have been revised and now include a 10-page handbook specifically for academic deans. It has been posted on the intranet.
 - At the recent Faculty/Provost meeting, a number of issues were discussed, including syllabi revision, hybrid classes, course assessment, Academic Deans’ Handbook, HLC, etc.
 - Distribution of the *2010 Organizational Climate Survey*. It will be posted on the intranet. College Senate will host a series of forums to discuss the climate survey and to recommend specific strategies for addressing some of the challenges.
11. Brian Bode, Vice President for Student & Administrative Services, introduced the new personnel in his area. Those introduced were David Root – Director of Purchasing & Risk Management, Jacqueline Anderson – Director of the Academic Resource Center, Lisa Cline – Webmaster, and Jeff Sixta – Director of Buildings & Grounds. The Board congratulated and welcomed them in their positions.
12. Mr. Bode then gave an update of the following to complete his report:
 - Enrollment Management – Fall 2010 enrollment activities

- Human Resources – Working on the United Way campaign & Luncheon on September 2, 2010
 - Intercultural Center – Campus Forum on Central Issues on September 14, 2010 entitled “A Dialogue on Citizenry & Politics”
 - Invitation to the Board to the “Hot Latino Night” in the Summer Fun Series
 - Women’s Resource Center – awarded 11 students tuition assistance for Fall 2010
 - Child Care Center – received 2 grants from United Way
 - Career Center – Holding an Opportunities Job Fair on September 21, 2010 from 9 a.m. – 1 p.m.
 - Feedback that this enrollment session was one of the smoothest ever. Improvements made to streamline the process, and many thanks to Financial Aid, Business Office and Information Services personnel.
 - Information Services – Has produced “how to” streamcast videos to assist students on enrollment and classes
 - Roofing project – Hoping to be finished by mid-September
 - Architectural Bids for the Wal-Mart Building due by close of business today. Meeting on August 31 at 3:00 p.m. with Board Finance & Site Planning committees
 - Plans for Police Academy went through the City Planning office
 - Purchase of other property at 86th and Leavenworth Rd. for Tech. Ed. Center Construction program
13. Leota Marks, Dean of Human Resources, presented the following Personnel Information items:
- Resignation of Stephen L. Byrd as part time Technical Assist. in Financial Aid effective August 5, 2010
 - Resignation of Trina L. Haygaru as On-Track Family Literacy teacher effective July 26, 2010
 - Retirement of Donna C. Stuempel as Tech. Asst./Bookkeeper in the Financial Aid Office effective August 31, 2010
 - Resignation of Sandra M. Windfield as part time Relief Secretary in Human Resources effective July 20, 2010
14. Dean Marks presented the following Personnel Recommendations for approval:
- Approval to employ Judith A. Tubbs as Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$41,339.93
 - Approval to employ Cheryle A. Hansen as Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$41,339.93
 - Approval to employ Diane Banks as Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$41,339.93
 - Approval to employ Bronyal D. McFadden as Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$41,339.93
 - Approval to employ the following Adjunct Instructors at the rate of salary of \$715.00 per credit hour:
 - Alyssa A. Morrow
 - ESOL
 - August 11, 2010

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Douglas E. Talley Music August 11, 2010
 Mahmud “Baz” Abouelenein Comp. Info. Tech. August 11, 2010

- Approval to employ Bryan S. Ridgway as part time Lab Assistant for the MICT Program in the Allied Health Division effective August 19, 2010 at the hourly rate of \$13.00
- Approval to employ the following part time Instructors for Continuing Education non-credit classes:

INSTRUCTOR	CLASS	START/END DATE	SALARY
Maya Zahira School of Belly Dance	Beginning Belly Dance	6/7 – 7/19/2010	\$168.00
	Belly Dance	6/7 – 7/19/2010	\$224.00
	Conditioning Workout		
James Hathaway	Driver’s Education	6/8 – 7/8/10	\$3480.00
Stephanie Marquez	Community Spanish II	7/12 – 7/28/10	\$600.00

- Approval of change in status of employment for Wendy Brewer from Cashier in the Business Office to Class II Secretary in the Business & Continuing Education Division effective August 9, 2010 with no change in salary
- Approval of change in status of employment for Sarah M. Miller from Adjunct Instructor to full time Nursing Instructor in the Nursing & Allied Health Division effective August 11, 2010 at the annual salary of \$39,494.40
- Approval of change in status of employment for Mary K. Knaus from Nail Technology Instructor to Cosmetology Instructor effective August 11, 2010 at the annual salary of \$54,044.57
- Approval of change in status of employment for Nancy K. Thomas from Adjunct Faculty in Social & Behavioral Science to Fire Science Instructor in the Engineering , Math & Science Division at the annual salary of \$50,567.59
- Approval of change in status of employment for Cliff Smith from Director for Technical Programs to Interim Dean for the Technical Education Center effective June 16, 2010 at the annual salary of \$92,259.00
- Approval to employ Daniel Lee Hampton as Info. Systems Professional in the Information Services Dept. effective August 10, 2010 at the annual salary of \$37,281.00
- Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

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

15. Mr. Bode presented the bills for payment. Trustee Townsend moved to pay the bills as presented. Trustee Maddox seconded. Following brief discussion the vote was taken and the motion carried.
16. Mr. Bode presented the Finance Report. Trustee Townsend moved to accept the Finance Report as presented. Trustee Breidenthal seconded. There was discussion and explanation from the Board Finance Committee. The chairman called for the vote and the motion carried to accept the Finance Report as presented.
17. Mr. Bode referred to the Financial Recommendations C. 1-12 as follows and requested their approval:
 - Approval of payment of \$256,054.10 to Commerce Bank for Visa credit card purchases for July 2010. (Various Funds)
 - Approval of payment of \$11,246.50 to McAnany, Van Cleave & Phillips for legal services for April, May, and June 2010. (General fund)
 - Approval of payment of \$11,418.75 to McAnany, Van Cleave & Phillips for KCKCC's share of legal fees for professional services rendered in connection with the DCCC, et al v. Kansas Board of Regents matter. (General fund)

- Approval of payment of \$11,055.00 to ProQuest LLC for one-year renewal of ProQuest Central database services for the Library. (General Fund)
- Approval of payment of \$31,591.51 to WSKF Architects for architectural services for the West Remote Parking, Humanities Service Drive, and Police Academy projects for Administrative Services. (Capital Outlay Fund)
- Approval to purchase a 2010 Buick Lacrosse from Randy Curnow Buick Pontiac GMC for \$34,893.80 for the President’s Office. (General Fund)
- Approval to purchase office furniture for the Regional Prevention Center from Business Interiors by Staples for \$14,394.50. (Federal DFC Fund)
- Approval to accept the quotation from C&C Group for \$47,875.00 to remove Energy Management System programming currently in 3 Global Control Modules and 8 Local Control Modules in the Flint, Allied Health, and Jewell buildings and relocate it into 3 existing Universal Network Controllers and 8 new MNL-800 Universal Network Controllers, for Buildings and Grounds. (General Fund)
- Approval to purchase a one year renewal of Tegrity Campus Subscription for \$21,995.00 from Tegrity, Inc., for Information Services. (General Fund)
- Approval of payment of \$11,532.32 to Updike Paving Corporation for asphalt-patch/repairs to parking lots and roadways, for Buildings and Grounds. (General & Capital Outlay Funds)
- Approval of payment of \$10,565.62 to North American Communications Resource (NACR) for one-year renewal of SSU CM R5.X software licensing for the Avaya S8500 telephone switch. (General Fund)
- Approval of renewal of AT&T Greater Kansas City Yellow Pages advertising for 2011 for \$13,102.80. (General Fund)

Trustee Ash moved to approve the Financial Recommendations as presented. Trustee Maddox seconded and the motion carried.

18. Under Committee Reports, Trustee Breidenthal gave a brief report on the KACCT Marketing Committee activity.
19. Trustee Maddox gave a brief report on behalf of the Academic Affairs Committee regarding the Adult Basic Education being shifted to the Community Colleges from the school districts.
20. Chairman Daniels informed the Board that the Board Appointments for 2010-2011 would remain the same as last year as follows:

Officers of the Board

Chairman of the Board
Vice-Chairman
Secretary
Treasurer

Ray Daniels
Don Ash
Thomas R. Burke
Brian Bode

LEGAL COUNSEL
College Attorney

McAnany, Van Cleave & Phillips

<u>FREEDOM OF INFORMATION OFFICER</u>	Dr. Sangki Min
<u>OFFICIAL COLLEGE NEWSPAPER</u>	Wyandotte West
<u>DELEGATES</u>	
Delegate to ACCT	Mrs. Mary Ann Flunder Mr. Donald Ash (Alt.)
Delegate to KACCT	Mrs. Mary Ann Flunder Mr. Donald Ash (Alt.)
<u>STANDING BOARD COMMITTEES</u>	
Board Policies Committee (BC)	Dr. Ray Daniels Mary Ann Flunder
Facilities Planning Committee (BC)	Don Ash Clyde Townsend
Board Audit & Finance Committee (BC)	Clyde Townsend J.D. Rios
Academic Affairs Committee (Including Workforce Development)	Wendell Maddox Cathy Breidenthal
<u>AD HOC COMMITTEE(S)</u>	
Community Affairs	Cathy Breidenthal Wendell Maddox
<u>REPRESENTATIVES TO COLLEGE COMMITTEE(S)</u>	
Representative to the Exec. Committee of the Endowment Board	J.D. Rios

19. Chairman Daniels informed the Board that the Trustee Handbook was still in review and would hopefully be simplified as a result.
20. Trustee Breidenthal spoke of the possibility of the formation of a Community Advancement or Advisory Committee for the college. The consensus of the Board was to move forward with this concept. Trustee Breidenthal also reminded the Board of the Community Listening Project Summary at 1:30 p.m. today for the faculty and staff in the Lower Jewell Bldg., and the summary and reception for community participants in the project on Thursday, August 19th at 4:00 p.m. in the Lower Jewell Bldg.
21. Dr. Burke made reference to Attachment A of the Agenda which was the resolution regarding the consumption of Alcoholic Liquor for September 10, 2010 event in the Intercultural Center/Jewell Building and recommended its approval. Trustee Townsend moved to adopt the following resolution as recommended:

RESOLUTION

A RESOLUTION REGARDING THE CONSUMPTION OF ALCOHOLIC LIQUOR IN ACCORDANCE WITH K.S.A. 41-719(i)

WHEREAS, Kansas Statutes Annotated 41-719(c) prohibits the consumption of alcoholic liquor on public property except where expressly permitted by law, and

WHEREAS, The Kansas City Kansas Community College (KCKCC) is authorized under Kansas law to exempt from the provisions of K.S.A. 41-719(c) specific property which is under the control of the KCKCC Board of Trustees and which is not used for classroom instruction.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF KCKCC:

Section 1: KCKCC hereby exempts, on September 10, 2010, room 2303, the Intercultural Center in Jewell Building, from the requirements of K.S.A. 41-719.

Section 2: The exemption is granted in connection with the holding of a benefit reception for the KCKCC music department, and in connection with the benefit concert that evening.

PASSED AND APPROVED by the Board of Trustees of KCKCC in a meeting held on August 17, 2010.

BOARD OF TRUSTEES

KANSAS CITY KANSAS COMMUNITY COLLEGE

Trustee Breidenthal seconded and the motion carried.

22. The next item was to set the date and time for the Board Retreat for the purpose of the President's Evaluation and to discuss the Community Listening Project. Following much discussion it was the consensus of the Board that the retreat be held on Monday, September 20th at 5:00 p.m. in the Board Room.
23. Trustee Townsend moved to enter executive session for the purpose of consulting with legal counsel on a matter subject to attorney-client privilege for a period not to exceed 20 minutes with possible action to follow. Trustee Breidenthal seconded and the motion carried. Chairman Daniels stated that the Board would take a 10 minute break before entering executive session at 10:00 a.m.
24. The executive session was delayed in reconvening and finally reconvened at 10:10 a.m.
25. The executive session was extended through Trustee Townsend's motion to extend for 20 minutes. Trustee Maddox seconded and the motion carried. The executive session was extended at 10:30 a.m.
26. The Board reconvened in regular session at 10:50 a.m. at which time Trustee Rios moved to accept the recommendation of the College attorney regarding a due process hearing officer determination and the settlement of all claims incident thereto in an amount of less than the instructor's annual wage and benefits. Trustee Townsend seconded and the motion carried.

27. The chairman adjourned the meeting at 10:55 a.m.

ATTEST: _____ Chairman

_____ Secretary