

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

December 14, 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.

1. Dr. Burke noted the following amendments to the Agenda:

Addition(s):

IX. Personnel

B. Recommendations

11. Approval to employ Gayle L. Goudy as Adjunct Faculty for Art & Digital Imaging effective January 10, 2011 at the rate of \$722.00 per credit hour

X. Finance

C. Recommendations:

8. Request approval to contract with JE Dunn Construction for \$18,801.00 for immediate removal of ceiling tiles in the 65th and State location to expedite engineering review of the roof support system.
(Bond Funds)

XII. Miscellaneous Business

- B. Enter executive session for the purpose of discussing matters subject to attorney-client privilege to protect communications deemed privileged within the attorney-client relationship and also under the personnel exception to protect the privacy interest of the individual involved.

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

2. Trustee Rios moved to approve the minutes of the Special Meeting of the Board of Trustees on November 11, 2010 as presented. Trustee Townsend seconded and the motion carried.
3. Trustee Rios moved to approve the minutes of the November 16, 2010 meeting of the Board of Trustees as presented. Trustee Breidenthal seconded and the motion carried.
4. There were no patrons or petitioners wishing to address the Board.
5. There were no communications.
6. Under the President's Report, Dr. Burke reported on the following:
 - The beginning of finals on December 13th
 - Nursing Pinning Ceremony on December 15th in the Field House

Board of Trustees--Journal of Proceedings – December 14, 2010--Page 2

- President's Holiday Open House on December 16th, Conference Center
 - College closing at 2:00 p.m. on December 21st for the Holidays until Jan. 3, 2011
 - KBOR meeting in Topeka on December 15th
 - HEART Graduation on Friday December 10th
 - Recent lunch with Congressman Elect Kevin Yoder
 - Meeting with Governor in the process of being coordinated
7. Under the Provost's Report, Dr. Agha-Jaffar gave a report on the following topics:
- Update on Workforce Development by Dr. Marvin Hunt
 - Marisa Gray recently received the NISOD Award for Excellence
 - Visit to Quest Diagnostics regarding their hiring needs and requirements
 - One-Stop Application review on December 15 & 16
 - Access to EMSI data base to help locate employment opportunities
 - Dr. Hunt and Trustee Maddox attending NAWB Conference Feb. 5-9, 2011
 - Dr. Shirley Wendell, Dean of Nursing & Allied Health in Topeka at present working on the Nursing Program Realignment
 - Dean Cherilee Walker hospitalized due to fall
 - The Electric/Hybrid Vehicle Certificate Program being previewed by Dr. Chuck Kater prior to submission to the KBOR. The approval process is takes approx. 2-3 months.
 - The Administrative Welcome and In-Service for Spring Semester will be Jan. 10th
 - The Energy Audit class held on KCKCC campus had approx. 8 students.
8. Under the Vice President's Report, Brian Bode reported on the following items:
- Richard Lee was now on the local Board of Directors for the United Way
 - The Athletics Hall of Fame Dinner recently held was a success
 - A donation from the Hagar Corporation was made to the Community Outreach Career Closet for students needing professional attire for job interviews.
 - The Counseling Center is working with the HEART Program students on resumes and interviewing techniques.
 - There was a luncheon sponsored by the Wyandotte Regional Prevention Ctr. regarding Drug & Drunk Driving Prevention
 - Information Technology is working to strengthen the security of the wireless network on campus and testing a mobile application for Datatel
 - The Portal – My Dotte should be accessible to students in the Spring 2011 semester
 - Robert Beach of the Academic Resource Center, has recently given multiple presentations on Digital Books at conferences.
 - The ARC has served 685 open lab students for a total of 2,323 hrs.
 - Enrollment Management Division has hosted 68 Sumner students and 15 Highland Park HS students on recent campus visits.
 - Initiative for students to get into college by means of financial aid assistance is being hosted by the Gates Foundation funding the PrepKC FAFSA Project. Mary Dorr is working on this with interested students and their parents.
 - Open House at 12:30 to 4:30 p.m. at the Education Center on Fort Leavenworth
 - New bathrooms to be remodeled at the KCKCC Leavenworth Center

- Fringe Benefits of Education has three students who have recently gained employment.
- HR award of excellence given to several employees.
- Police Academy roads are finished and parking lots are finished.
- Money has been received at UMB on bonds
- Book buy back proceeding.
- End of year bookkeeping preparing 1099's and W-2's
- Vehicle drove into the front doors of vacant business location in strip mall adjacent to recently purchased Walmart Bldg. and are boarded up at present.

9. Dean Leota Marks gave the following Personnel Report of Information items:
- Resignation of Jeremy Hammer as part time Personal Trainer in the Wellness Center effective December 20, 2010

10. Dean Marks presented the following Personnel Recommendations for approval:
- Approval to employ Shazia Siddiqua as Research Assistant in the Institutional Services Division effective December 1, 2010 at the annual salary of \$37,467.41
 - Approval to employ Dana M. Combs as Part Time Family Literacy Instructor in the Adult Education program in the Continuing Education Division effective November 16, 2010 at the rate of \$6,240.00 for grant period ending June 30, 2011
 - Approval to employ the following Adjunct Instructors at the rate of \$778.00 per credit hour:

Charles A. Greenfield	Drafting	January 10, 2011
Sandra K. Thomas	Business	November 1, 2010
Jessica A. Garcia	Psychology	January 10, 2011
 - Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

John G. Simmons	Criminal Justice	January 10, 2011
Juanita S. Taylor	Respiratory Therapy	January 10, 2011
Charlotte L. Seiler	Sociology	January 10, 2011
 - Approval to employ Abdulhamid A. Zlitni as Part Time Men's Soccer Coach in the Athletics Dept. effective December 3, 2010 at the hourly rate of \$11.00
 - Approval to employ the following Part Time Instructors for the Continuing Education non-credit classes:

INSTRUCTOR	CLASS	SALARY
Shari Augustine	Zumba (PAID THROUGH PAYROLL)	\$402.50
Joyce McMahon	A Review of the Shoulder for Healthcare Professionals (PAID THROUGH PAYROLL)	\$360.00
James Hathaway	Defensive Driving (PAID THROUGH PAYROLL)	\$80.00
Shelle Deitrick- Werner	Evidence Based Practices School Based Occupational	\$160.00

	Therapy Services	
Joyce McMahon	Egonomics 101 for Occupational Therapists (PAID THROUGH PAYROLL)	\$337.50
Joyce McMahon	Ethical Boundaries for Occupational Therapists (PAID THROUGH PAYROLL)	\$30.00
Amber Smith	Quilting	\$750.00
Kristina Juarez	GED Prep in Spanish	\$1312.50
Rachel Keck / Excellerant, Inc.	Just Once Piano for Busy People	\$75.00
Shelle Deitrick - Werner	Occupational Therapy Process and Influences in the School Setting	\$360.00

- Approval to employ the following Federal Work Study students at the rate of \$7.25 per hour:

Jameson Donaghy	Political Science
Rebecca Riley	Library
 - Approval to employ the following College Funded Work Study students at the rate of \$7.25 per hour:

Jennifer Anderson	Tutor
Sheila McBroom	Tutor
Kevin Ford	Tutor
Mark Taylor	Tutor
Sabrina Vega	Tutor
 - Approval of change in status of employment for Scott L. Parsley from Maintenance Worker to Lead Maintenance Worker in the Buildings & Grounds Dept. effective December 1, 2010 at the annual salary of \$41,467.77
 - Approval of change in status of employment for James R. White from Media Distribution Technician to Classroom Technician in the Media Services Dept. effective December 16, 2010 at the annual salary of \$37,467.41
- Trustee Rios moved to approve the Personnel Recommendations as presented. Trustee Townsend seconded and the motion carried.

11. Mr. Bode, VP for Student & Admin. Svcs., requested approval to pay the bills as presented. Trustee Rios moved to pay the bills as requested. Trustee Townsend seconded and the motion carried.
12. Mr. Bode presented the Financial Report. Trustee Maddox moved to accept the Financial Report as presented. Trustee Rios seconded and the motion carried.
13. Trustee Rios moved to approve the following Finance Recommendations:
 - Approval of payment of \$276,494.37 to Commerce Bank for Visa credit card purchases for November 2010. (Various Funds)

- Approval of payment of \$13,495.80 to Randal E. Fisher Attorney at Law for legal services. (General fund)
 - Approval for payment to Condensed Curriculum International for \$18,886.50 for Fall 2010 Career Certificate Courses in Medical Billing/Coding and, Pharmacy Technician. (Continuing Education Fund)
 - Approval to purchase a web based, full scale electronic health record system designed for health professionals for \$79,915.00 to Archetype Innovations, LLC(Perkins Fund)
 - Approval to contract with Design Mechanical for the repair of an underground chilled water pipe for \$22,225.00 (General Fund)
 - Approval of payment of \$10,226.68 to McAnany, Van Cleave, & Phillips for legal support in November. (General Fund)
 - Approval to purchase a ¾ ton pickup from Midway Truck for Buildings and Grounds. (Capital Account) Bids received were:

Randy Curnow (KCK)	\$33,060.00
Midway Trucks (KC, MO)	\$28,871.00
Westfall GMC (KC, MO)	\$31,125.00
 - Request approval to contract with JE Dunn Construction for \$18,801.00 for immediate removal of ceiling tiles in the 65th and State location to expedite engineering review of the roof support system. (Bond Funds)
- Trustee Townsend seconded and the motion carried.

14. Under Committee Reports, Trustee Ash reported briefly on the Site Planning & Finance Committees' discussion regarding plans with J.E. Dunn for the Tech. Center renovation project. Trustee Ash also reported on the recent KACCT Quarterly Retreat meeting held at Labette Community College in Parsons, Kansas on December 5 & 6. Dr. Burke noted that the KACCT PTK Luncheon would be after the February ACCT Legislative Conference in Washington, D.C. Trustee Breidenthal gave a brief report on behalf of the KACCT Marketing Committee discussions regarding the billboard and postcard campaigns.
15. There was brief discussion regarding the legislative support for community colleges by the newly elected legislators, and Dr. Burke suggested that we might be surprised by the level of support from Senator Brownback.
16. Trustee Breidenthal reported on the first meeting to be held in January of the College Advancement Council.
17. There was no Unfinished Business.
18. Under the Miscellaneous Business, the Chairman noted that they would take a 5 minute break before their review of the Mission & Purpose Statement and Article I & II of the Trustee Handbook. They recessed for a 5 minute break at 8:55 a.m.
19. The meeting reconvened at 9:05 a.m. at which time the Board and college attorney discussed and reviewed the Trustee Handbook Sections IV, V, VI, II, and III.

Board of Trustees--Journal of Proceedings – December 14, 2010--Page 6

20. Trustee Rios moved to enter executive session for a period of 15 minutes to discuss matters subject to attorney-client privilege, and to discuss a personnel matter and protect the privacy interest of those involved, with action to follow. Trustee Townsend seconded and the motion carried. Executive session commenced at 9:35 a.m.
21. At 9:50 a.m. the Board entered regular session and Trustee Rios moved to extend executive session for a period of ten minutes. Trustee Townsend seconded and the motion carried. The board re-entered executive session.
22. At 10:00 a.m. the Board reconvened in regular session and Trustee Townsend moved to approve the terms of settlement for Wanda Peresic reviewed by the College Attorney, discussed and recommended by College Administration. Trustee Breidenthal seconded and the motion carried with five “yes” and one “no” vote.
23. Trustee Maddox noted that he thought with the advancement of technology that it would be appropriate for the Board of Trustees members to be supplied individual laptop computers and moved that iPad’s be purchased for the Board members in order to conduct Board business more efficiently. There was no second and the Chairman suggested that the matter be discussed at a later date. Trustee Maddox agreed.
24. Trustee Rios moved to adjourn the meeting. Trustee Townsend seconded and the motion carried.

The meeting adjourned at 10:04 a.m.

ATTEST: _____ Chairman

_____ Secretary