

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

April 17, 2012

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 the roll call, Trustee Rios moved to approve the agenda with the amendments presented with an additional amendment to recess the meeting at 9:20 a.m. for 20 minutes so that the Board members and College President could welcome the mayors of Kansas City, KS; Kansas City, MO; Overland Park, KS at the Mayoral Forum being held in the Upper Jewell Center, and to move any student presentations up on the agenda following the Communications:

CORRECTION(S):

IX. Personnel

B. Recommendations:

4. Approval of early retirement for **Leroy E. Asher** as Maintenance Worker in the Bldgs. & Grounds Dept. effective **July 31, 2012**

ADDITION(S):

IX. Personnel

A. Information:

7. Employment of Patrick S. McCartney as Executive Director of Endowment effective April 18, 2012 at the annual salary of \$75,000.00 (Item moved from the Recommendations section)

XIII. Miscellaneous Business

C. Date of the Board & College Senate meetings

D. Board Evaluation procedure (**Attachment B**)

Trustee Townsend seconded and the motion carried.

2. Trustee Townsend moved to approve the minutes of the Special Board of Trustees Meeting on March 7, 2012. Trustee Maddox seconded and the motion carried.
3. Trustee Rios moved to approve the minutes of the Board of Trustees Meeting on March 12, 2012. Trustee Maddox seconded and the motion carried.
4. Trustee Rios moved to approve the minutes of the Special Board of Trustees Meeting on March 26, 2012. Trustee Breidenthal seconded and the motion carried.
5. The Chairman asked for any Patrons or Petitioners wishing to address the Board. At this time Mrs. Karen Hernandez of 7910 Longwood, Kansas City, KS 66109 addressed the

Board by thanking them for their support of the Ethnic Festival recently held at the Field House this past Saturday. The Board thanked her for all of her work over the years on this annual event.

6. The Chairman asked for any communications. Dr. Givens responded that there were none.
7. Dr. Agha-Jaffar introduced Stacy Tucker who in turn introduced Adam Shirley, Katy Vasquez, and Kendra Folsom to give their presentation on the achievements of the MuDelta Chapter of PTK this past year. Following the presentation the Board congratulated the students and the Director, Stacy Tucker, on all of their accomplishments and hard work in this past year.
8. Dr. Agha-Jaffar introduced Debate Coach, Darren Elliott who in turn introduced the members of the Debate Team and gave a brief presentation on the achievements and awards of the Debate Team this past year. Following the presentation, the Board congratulated the students and Darren Elliott on their achievements, awards including the ninth consecutive national community college debate championship.
9. Dr. Agha-Jaffar introduced Ms. Tiffany Bohm, Director of the Physical Therapy Assistant program, and she in turn introduced a student Justin Hinton who was the unanimous nomination for the student of the year award. He spoke briefly regarding the honor and the different experiences throughout his career change and education to this point. He thanked the Board for the opportunities the college had given him as well as his educational experience.
10. Dr. Agha-Jaffar introduced Dean of Mathematics, Science & Computer Technology Division, Dr. Ed Kremer. Dr. Kremer spoke of the achievements of the Saturday Math and Science Academy over its 12 years and the desire to begin a college level Academy. He introduced two students of the Saturday Academy who are currently KCKCC college interns. The students were Daryoush Hassani (Daryoush Hosseini) and Pheng Thao (Phengtao Vang) who provide technical support for the Saturday Academy and Google Initiative. The Board congratulated these students and commended them on their achievements.
11. Under the President's Report Dr. Givens reported on the following events she recently participated in:
 - Round Table at the Higher Learning Commission Conference
 - Panelist at the Greater KC Area Chamber of Commerce ACE Awards Luncheon
 - Tour with Dr. Wendell and Dr. Kremer of the Shawnee Mission Medical Center
 - Closing ceremony for the Saturday Academy
12. Under the Provost's Report, Dr. Agha-Jaffar referred to the AAS in Technical Studies Degree program and requested its approval of the Board. Following discussion, Trustee

Rios moved to approve the AAS in Technical Studies degree program as presented. Trustee Ash seconded and the motion carried.

13. Dr. Agha-Jaffar noted that Dr. Sangki Min and she had been invited to present at the Annual Conference of the Higher Learning Commission. She then referred to her written report and asked if there were any questions. Trustee Rios commended the Provost on the college's pursuit of both the single institution and the consortium member submission for the TAACCCT Grant. Following that discussion, Trustee Breidenthal moved to approve the report of the Provost. (**Attachment 1**) Trustee Ash seconded and the motion carried.
14. Under the Vice President's Report, Mr. Brian Bode recognized Dr. Denise McDowell for her recent induction into the MO-KA-NE Hall of Fame. Dr. McDowell spoke briefly on what the honor meant to her. The Board congratulated her on this award.
15. Mr. Bode then introduced Mr. Richard Rasdall, President of the KCKCC Endowment Association who in turn presented Mr. Patrick McCartney as the new Director for the Endowment Association that became vacant upon Jerry Toney's retirement in the past year. The Board welcomed Mr. McCartney and he thanked the Board for the opportunity to be a part of this organization.
16. Mr. Bode then referred to his written report being submitted and asked if there were any questions. Following discussion regarding the Career Center, Security Conference being hosted by KCKCC Campus Police, Take Your Child to Work Day and the Sports Complex and construction projects, Trustee Townsend moved to approve the Vice President's Report as presented. (**Attachment 2**) Trustee Rios seconded and the motion carried.
17. The next item was the Personnel Report presented by Dean of Human Resources, Leota Marks. She presented the following Personnel Information items:
 - Retirement of Jean Turnus as Professor of Nursing in the Nursing & Allied Health Division effective June 30, 2012
 - Resignation of Lori Slettehaugh as Assistant Professor for Physical Therapy in the Nursing & Allied Health Division effective June 30, 2012
 - Resignation of Andea Brancato-Vovk as Adjunct Faculty of Foreign Language in the Humanities & Fine Arts Division effective May 15, 2012
 - Resignation of Dena Akins as Part Time Lab Assistant in the EMT Lab/EMS/Nursing & Allied Health Division effective March 28, 2012
 - Resignation of Karla Moriera as Coordinator of the Intercultural Center effective March 27, 2012
 - Resignation of Rachel L. Reed as Adjunct Instructor of Speech in the Humanities & Fine Arts Division effective May 18, 2012
 - Employment of Patrick S. McCartney as Executive Director of Endowment effective April 18, 2012 at the annual salary of \$75,000.00

18. Dean Marks then presented the following Personnel Recommendations for approval:

- Approval to uphold the termination of Myles L. Jackson as PT Custodian in the Buildings & Grounds Dept. effective March 22, 2012
- Approval of early retirement for Michael P. Maslak as Supervisor/Bookstore Operations effective June 30, 2012
- Approval of early retirement for Kenneth L. Mark as Coordinator/Professor of Accounting in the Business & Cont. Education Div. effective June 30, 2012
- Approval of early retirement for Leroy Asher as Maintenance Worker in the Buildings & Grounds Dept. effective July 31, 2012
- Approval to employ Angela M. Knight as Technical Assistant in the Financial Aid Office in the Enrollment Management Division effective March 5, 2012 at the annual salary of \$23,413.49
- Approval to employ Halley L. Scharnhorst as Graphic Designer in the Student & Administrative Services Dept. effective March 16, 2012 at the annual salary of \$25,793.33
- Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

Teresa D. Denk-Smajda	Nursing	April 2, 2012
Kevin M. Steele	Criminal Justice	April 3, 2012
- Approval to employ Faith A. Williams as PT Adult Education Instructor at the Leavenworth Center in the Business & Continuing Education Division effective March 7, 2012 at the annual rate of \$10,584.00
- Approval to terminate the following PT/EMT Lab Assistant effective March 16, 2012:
 - Kyle Cochran
 - Marc DeWalt
 - Eric Stark
 - Wayne Wood
- Approval to terminate the following PT Paramedic Lab Assistants effective March 16, 2012:
 - Cody Smith
 - Chris Ohlstein
- Approval to employ Richard G.D. Johnson as PT Paramedic Lab Assistant in the Nursing & Allied Health Division effective March 6, 2012 at the hourly rate of \$12.64
- Approval to employ Jennifer J. Jewett as PT Fire Science Lab Assistant in the Math, Science & Computer Technology Division effective March 27, 2012 at the hourly rate of \$21.40
- Approval to employ Anthony V. Bruno as PT Fire Science Lab Assistant in the Math, Science & Computer Technology Division effective March 26, 2012 at the hourly rate of \$21.40
- Approval to employ Ralph G. Bautista as PT Cosmetology Lab Assistant at the Technical Education Center effective April 9, 2012 at the hourly rate of \$21.40
- Approval to employ Richard J. Rowe as Substitute Instructor at the TEC effective March 16, 2012 at the hourly rate of \$37.27

- Approval to employ the following part time instructors for Continuing Education non-credit classes:

INSTRUCTOR	CLASS	START/END DATE	SALARY
Shari Augustine	Line Dancing (Processed through Payroll)	2/27 – 3/12/12	\$147.00
Joyce McMahon	Ergonomics 101 for Occupational Therapists (Processed through Payroll)	1/30 – 3/11/12	\$112.50
Stephanie Marquez	Community Spanish I (Processed through Payroll)	2/22 – 3/12/12	\$600.00
Irene Breedlove	Yoga for Personal Health	2/7 – 3/15/12	\$300.00
James Hathaway	Defensive Driving (Processed through Payroll)	3/17/12	\$80.00
Shelle Dietrick- Werner	OT Process and Influences in the School Setting	2/16 – 3/18/12	\$180.00
Shelle Dietrick Werner	Evidence Based Practices – School Based Occupational Therapy Services	2/27 – 3/25/12	\$120.00
Dale Shaw	Rider Coach Prep	3/19 – 3/25/12	\$1500.00
Robert Parkison	Rider Coach Prep	3/19 – 3/25/12	\$1200.00
Larry Cicero	Excel I	2/13 – 3/26/12	\$375.00
Hermon Mehari	High School All Star Jazz Band	1/18 – 3/28/12	\$1000.00
James Hathaway	Driver's Education (Processed through Payroll)	2/14 – 3/28/12	\$3120.00
Amy E. Neidig	Belly Dance Fitness	3/1 – 3/29/12	\$100.00
Mary Mair	Consultant Fee / Prime Time Club	3/1 – 3/31/12	\$410.00
Big Kahuna Consulting	Babysitter Training	3/31/12	\$559.50

19. Approval of change in status of employment for Rebecca S. McGuirt from Admin. Asst. to Coordinator of the Biology Lab in the Math, Science & Computer Technology Division effective March 1, 2012 at the annual salary of \$32,024.33
20. Approval of change in status of employment for Lisa R. Gammon from Admin. Assist. to the President to Admin. Assist. to the Dean of Math, Science & Computer Technology Division effective April 4, 2012 with no change in salary
21. Approval of change in status of employment for Erin L. Hockenberger from FT OnTrack Instructor 2 to FT Migrant Literacy Adult Ed. Instructor in the Business & Continuing Education Division effective April 9, 2012 at the annual salary of \$33,000.00 (Grant Funded Position – Grant ending June 30, 2012)
22. Approval of change in status of employment for Peggy L. Friedmann from Receptionist to Interim Executive Assistant to the President effective April 16, 2012 at the annual salary of \$45,000.00

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

23. Trustee Rios moved to accept the recommendation by Mr. Bode to pay the bills as presented. Trustee Townsend seconded and the motion carried.
24. Following the explanation of the Financial Report, Trustee Breidenthal moved to approve the Financial Report as presented. Trustee Maddox seconded and the motion carried.
25. At this time (9:20 a.m.) Trustee Ash moved to recess the meeting for 20 minutes. Trustee Townsend seconded and the motion carried.
26. The meeting reconvened at 9:40 a.m. at which time Mr. Bode presented the following Financial Recommendations for approval:
 - Approval of payment for \$ 293,927.66 to Commerce Bank for Visa credit card purchases for March 2012. (Various Funds)
 - Approval to purchase sanitary sewer manholes and main extension for the house lots at 56th and Leavenworth Road for the TEC in the amount of \$27,875.00. (General Fund/)
 - Approval for payment to Data Tel in the amount of \$35,000.00 for specialized training on Data Tel products. (General Fund)
 - Approval for payment to Dell Computer in the amount of \$19,157.20 for 20 computers (OptiPlex 790 Minitower Base with 19” monitor. (General Fund)
 - Approval for payment to Boston Reed College for Spring 2012 Pharmacy Technician Class for \$12,375.00. (Continuing Education Fund)
 - Recommend an increase for in-state tuition of \$4.00 per hour for Academic Year 2012/2013, with a corresponding \$12.00 increase for out-of-state tuition. This increase will generate somewhere between \$500K and \$600K in revenues to the General or Technical Education Fund. Total cost of a credit hour will increase from \$71 to \$75 for most classes, from \$65 to \$69 at the TEC.Trustee Townsend moved to approve the Financial Recommendations as presented. Trustee Rios seconded. Following discussion the vote was taken and the motion carried with one “no” vote from Trustee Flunder.
27. Under Committee Reports Trustee Breidenthal reported on the College Advancement Council work with their mission and goals.
28. Under Miscellaneous Business the next item was the approval of the Board Mission & Values Statement. (**Attachment 3**) Following discussion Trustee Rios moved to approve the Board Mission and Values Statement. Trustee Maddox seconded and the motion carried.
29. The next item was to set the date and time of the May joint meeting of the Board and College Senate. Following discussion Trustee Rios moved to hold the annual joint

meeting of the Board and College Senate at noon with lunch on May 15th after the regular Board Meeting. Trustee Breidenthal seconded and the motion carried.

30. The Chairman presented the Board Evaluation Procedure for approval. Following discussion regarding approval at this meeting, it was decided by the college attorney that this document was an organic document that it could be approved at this meeting if desired. There was also discussion regarding the rating structure and that the evaluation as an instrument could be approved now with the rating structure being decided later. Trustee Maddox moved to approve the Board Evaluation Procedure as the instrument for evaluation. Trustee Maddox seconded. Following further discussion the vote was taken and the motion carried with one “no” vote from Trustee Flunder.
31. Following discussion regarding the rating structure for the Board Evaluation Procedure it was suggested by the college attorney to have the scale of “Strongly Agree, Somewhat Agree, Agree, Somewhat Disagree, and Strongly Disagree” and it was decided that Trustee Daniels would meet with Trustee Breidenthal and the college attorney for composition of the rating structure. Trustee Rios moved to approve the scale of “Strongly Agree, Somewhat Agree, Agree, Somewhat Disagree, Strongly Disagree” as suggested by the college attorney. Trustee Townsend seconded and the motion carried. It was the consensus to have Dr. Givens collate the result.
32. Trustee Ash moved to enter executive session for a period of 20 minutes to discuss a personnel matter subject to attorney-client privilege to protect the privacy of the individual involved, and to discuss collective bargaining to protect the bargaining position of the college with action to follow. Trustee Townsend seconded and the motion carried.
33. The Board entered executive session at 10:25 a.m.
34. The Board reconvened in regular session at 10:45 a.m. at which time he noted thanks to Lisa Gammon for her service to the Board for the past 18 years.
35. The Chairman read the following resolution:

**RESOLUTION OF INTENT TO
NONRENEW A NONTENURED FACULTY MEMBER’S CONTRACT**

WHEREAS, Stephen Scott is currently employed by Kansas City Kansas Community College; and

WHEREAS, the Trustees of Kansas City Kansas Community College, finds that the contract of Stephen Scott should be no renewed, and that Stephen Scott should be given written notice on or before May 1, 2012, of the intent of Kansas City Kansas Community College to nonrenew his contract for the 2012-2013 academic term;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KANSAS CITY KANSAS COMMUNITY COLLEGE, AS FOLLOWS:

It is hereby declared to be the intent of the Board of Trustees of Kansas City Kansas Community College that the employment contract of Stephen Scott as a faculty member be nonrenewed for the 2012-2013 academic term; and

The Secretary of Kansas City Kansas Community College is directed to give written notice in person or by restricted United States mail to Stephen Scott on or before May 1, 2012, of Kansas City Kansas Community College's intent to nonrenew this contract for the 2012-2013 academic term.

ADOPTED by Kansas City Kansas Community College, the 17th day of April, 2012.

Trustee Rios moved to approve the resolution of intent to non-renew the contract of Stephen Scott effective April 17, 2012. Trustee Townsend seconded and the motion carried.

36. The Chairman read the following resolution:

**RESOLUTION OF INTENT TO
NONRENEW A NONTENURED FACULTY MEMBER'S CONTRACT**

WHEREAS, Diane Banks is currently employed by Kansas City Kansas Community College; and

WHEREAS, the Trustees of Kansas City Kansas Community College, finds that the contract of Diane Banks should be nonrenewed, and that Diane Banks should be given written notice on or before May 1, 2012, of the intent of Kansas City Kansas Community College to nonrenew her contract for the 2012-2013 academic term;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KANSAS CITY KANSAS COMMUNITY COLLEGE, AS FOLLOWS:

It is hereby declared to be the intent of the Board of Trustees of Kansas City Kansas Community College that the employment contract of Diane Banks as a faculty member be nonrenewed for the 2012-2013 academic term; and

The Secretary of Kansas City Kansas Community College is directed to give written notice in person or by restricted United States mail to Diane Banks on or before May 1, 2012, of Kansas City Kansas Community College's intent to nonrenew this contract for the 2012-2013 academic term.

ADOPTED by Kansas City Kansas Community College, the 17th day of April, 2012.

Trustee Rios moved to approve the resolution of intent to non-renew the contract of Diane Banks effective April 17, 2012. Trustee Breidenthal seconded and the motion carried.

37. Trustee Ash moved to adjourn the meeting. Trustee Maddox seconded and the motion carried.

The meeting adjourned at 10:47 a.m.

ATTEST: _____ Chairman

_____ Secretary