

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

November 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 Chairman 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. Prior to the approval of the Agenda, Chairman Daniels acknowledged the food presentation served at each board member's place at this time and turned further explanation over to Dr. Givens. Dr. Givens noted how pleased and excited she was to be present at the Hen House Aspiring Chef team competition that the Professional Cooking Program students recently won at Overland Park Convention Center. She then introduced Cheryl Runnebaum, Director of the Professional Cooking Program, who in turn introduced Chefs Richard McPeake and Kelly Jenkins who served as coaches. Then introduced was the student team of David Kirkpatrick and Eduardo Alvarez of Turner HS, Michael Sherman of Harmon HS, Eddie Thompson of Wyandotte HS and Lucas Sadler of Lansing HS. The Board commended them on their achievement and the wonderful tasting sample provided to them this morning.
2. At the close of the presentation Dr. Givens noted that there was a request for an additional Professional Cooking Instructor to be hired and hoped that the Board would consider the success of this program in making their decision. Chairman Daniels acknowledged that without the great leadership and coaching of the instructors this would not have been possible and thanked the faculty.
3. Chairman Daniels noted that there were amendments to the Agenda and requested a motion to approve the Agenda with the amendments as presented. Trustee Rios moved to approve the Agenda with the amendments as presented. Trustee Townsend seconded and the motion carried.
4. Chairman Daniels asked for a motion to approve the minutes of the Special Board of Trustees meeting on October 18th. Trustee Townsend moved to approve the minutes of the October 18th Special Board of Trustees meeting. Trustee Maddox seconded and the motion carried.
5. Chairman Daniels asked for a motion to approve the minutes of the Regular Board of Trustees meeting on October 18th. Trustee Rios moved to approve the minutes of the Regular Board of Trustees meeting on October 18th. Trustee Maddox seconded and the motion carried.

6. Under the Patrons & Petitioners section of the meeting, Mr. G. Matz made a brief presentation displaying the restoration of his 1943 Ford GPW with major assistance of the KCKCC Tech Ed Center's Automotive Technology Program students and instructors. He applauded the program with its instructors and students for the contribution to the historical aspect of this vehicle. The Board thanked him for this presentation and commended the Tech Ed. Center for the work on this project.
7. Under Communications, Dr. Givens read a letter from Erika Brazil to the KCKCC Board of Trustees regarding an extremely positive experience she had when she recently had her hair styled by Ms. Rosie Adams of the Cosmetology Program at the KCKCC Tech. Ed. Center. Ms. Adams and her program Director, Kathy Knaus, were there for the presentation and were applauded for their good work.
8. Trustee Rios inquired about Community College transfer of credits to University and the resistance by the universities to accepting the community college general education credits toward their degree programs. The Board of Regents has responded by forming the Articulation & Advisory Committee to study and help resolve these issues and streamline transfer of general education credits for a seamless transition to Kansas four year degree programs and institutions. Trustee Rios inquired if a letter could possibly be written to the Kansas Board of Regents from the KCKCC Board of Trustees stating its position and beliefs about this matter.
9. Dr. Agha-Jaffar continued under the Provost's report by noting that the Welding Instructor, Grant Von Lunen had been awarded the District Educator of the Year award. He was unable to be at the meeting so the Board commended Cliff Smith on his behalf.
10. Dr. Agha-Jaffar submitted her written report for acceptance. Trustee Townsend moved to accept the Provost's Report as presented (**Attachment 1**). Trustee Maddox seconded and the motion carried.
11. Brian Bode, Vice President of Student & Administrative Svcs. began his report by giving his recommendation for the naming of the Police Academy Road to be Rosedale Rd. Following discussion Trustee Rios moved to approve naming the Police Academy Road "Rosedale Rd." with the condition that the next road named be "Argentine Rd." Trustee Townsend seconded and the motion carried.
12. Mr. Bode introduced Mrs. Doris Holleman to present the brief video of the Campus Child Care Video *Lights, Camera, Action!* Following the video the Board congratulated the Campus Child Care Center on their production, and thanked them for sharing it with them.
13. Mr. Bode submitted his written report to acceptance. Trustee Rios moved to accept oral and written reports of the Vice President (**Attachment 2**). Trustee Maddox seconded and the motion carried.
14. The item was the Personnel Report which Dean Leota Marks made by presenting the following Personnel Information items:

- Retirement of Peggy A. Denton as Technical Assistant in the Math, Science & Computer Technology Division effective December 31, 2011
- Resignation of Elwood R. Cole as Adult Education Instructor of Math in the Continuing Education Division effective October 28, 2011
- Resignation of Chelsea Rhodes as Adult Education Instructor of Parent Literacy in the Continuing Education Division effective June 30, 2011

15. Dean Marks presented the following Personnel Recommendations for approval:

- Approval to add one Full Time Professional Cooking Instructor position at the Tech. Ed. Center effective July 1, 2012
- Approval to uphold termination of Akio S. Davenport as PT Technical Assistant in the Financial Aid Office effective October 21, 2011
- Approval of early retirement for Robert L. Leonard as Campus Police Officer effective January 31, 2012
- Approval to employ Cristobal D. Buenrostro as FT Maintenance Worker in the Buildings & Grounds Dept. effective October 31, 2011 at the annual salary of \$25,866.69
- Approval to employ Da’Ron L. Wilson as FT Maintenance Worker in the Buildings & Grounds Dept. effective October 24, 2011 at the annual salary of \$25,866.69
- Approval to employ Gabriel S. Snowden as FT Maintenance Worker in the Buildings & Grounds Dept. effective October 17, 2011 at the annual salary of \$25,866.69
- Approval to employ Alex R. Sixta as FT Grounds Worker in the Buildings & Grounds Dept. effective October 17, 2011 at the annual salary of \$24,552.15
- Approval to employ Harriett E. Taylor as Academic Advisor in the Counseling Office of Student Svcs. effective October 31, 2011 at the annual salary of \$32,024.33
- Approval to employ Gina M. Draper as Academic Advisor in the Counseling Office of Student Svcs. effective October 24, 2011 at the annual salary of \$32,024.33
- Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

Kellie J. Hartman	Nursing	October 26, 2011
Theresa L. Bachman	Nursing	October 31, 2011
Steven A. Kent	Theatre	January 9, 2012
- Approval to employ the following part time Instructors for Continuing Education non-credit classes:

INSTRUCTOR	CLASS	START/END DATE	SALARY
Scott Kaufmann	Hands on Investing	9/12 – 10/10/11	\$412.50
Irene Breedlove	Yoga for Personal Health	9/6 – 10/20/11	\$350.00
Mary Hunt	Club 45 Consultant Consultant Fee	October 2011	\$100.00
Shari Augustine	Zumba (Processed through Payroll)	10/4 – 10/27/11 10/4 – 10/27/11 10/4 – 10/27/11	\$49.00 \$112.00 \$56.00

- Approval to employ Akio S. Davenport as PT Technical Assistant in the Financial Aid Office effective October 10, 2011 at the hourly rate of \$10.68
- Approval to employ the following College Funded Students at the rate of \$7.25 per hour (unless otherwise indicated):

Zachary Alvey	ARC Tutor
Heather Brooks	ARC Tutor
Amanda Callaghan	Tutor
Juan Contreras	Center Tutor
Jami Hunter	Tutor
Spencer Kelly	ARC Tutor
Lor Feng	ARC Tutor
Ramona Nelson	ARC Tutor
Katie Pope	ARC Tutor
Lorenzo Thompson	ARC Tutor
Hilary Whetstone	ARC Tutor
Gill Williams	Athletics(Golf)
Korchi Yang	ARC Tutor

- Approval of the change in status of employment for Veronica J. Shipley from Technical Asst. in the Financial Aid Dept. to Administrative Assistant to the Dean of Institutional Services effective November 1, 2011 at the annual salary of \$27,158.12
- Approval of the change in status of employment for Sandra L. Lane to include the additional duties of Interim Director for the Medical Assistant Program effective November 1, 2011 at the additional compensation of \$750.00 per month.

Following discussion Trustee Rios moved to approve Personnel Recommendations IX. B 1, 3-11 & 13-15 with items 2 & 12 to be tabled until after executive session. Trustee Breidenthal seconded and the motion carried.

16. The next item was the payment of bills. Trustee Townsend moved to pay the bills as presented. Trustee Maddox seconded and the motion carried.
17. Mr. Bode presented the Finance Report for approval. Following discussion Trustee Rios moved to accept the Finance Report as presented. Trustee Breidenthal seconded and the motion carried.
18. Mr. Bode presented the following Finance Recommendations for approval:
 - Approval of payment for \$285,186.08 to Commerce Bank for Visa credit card purchases for October 2011. (Various Funds)
 - Approval to pay Bovard Insurance Group \$173,984.00 for the 2011-2012 Property, General Liability, Crime, Inland Marine, Auto, Umbrella, Linebacker policies. 2010/11 premium was \$152,612, however the value of TEC 2 and 3 must now be carried at their “remodeled” rate. (General Fund)
 - Approval to purchase a S3201.L SIM Man Manikin with scenarios, Peripheral kit, compressor and advanced video system for \$46,018.65 for EMTC department.(Perkins Fund)

- Approval to purchase a Toft ATB-16A Mixer, CDRW901SL CD Recorder for \$19,551.39 from Full Compas for our Audio Engineering department. (Perkins Fund)
- Approval for payment to Condensed Curriculum International for \$18,6753.15 for 2011 Career Certificate Courses (Medical Billing/Coding and, Pharmacy Technician) (Continuing Education Fund)
- Approval to renew the Microsoft Open Value Subscription-Education Solutions for \$64,160.00 for our KCKCC Bookstore. (General Fund)
- Approval to renew for 3 years the Kaspersky Enterprise Space Security agreement for \$30,660.00. (General Fund)
- Approval for payment to Midwest CAD, INC for \$10,426.00 for Autodesk subscription resources for our Information Services Department (General Fund)
- Approval to contract with Saldino Mechanical with Site Rite Sub for \$557,154 to perform the underslab work at TEC 1 and TEC 1 Plaza. Underslab work consists of removal, installation, and movement of sewer and water pipes, utilities, and to reinforce the subfloor. JE Dunn has recommended Site Rite over Martin Phillips as the subcontractor to Saladino. (Bond funds)

Contractor	Base Bid	City
Saladino Mechanical (Martin Phillips Sub)	\$496,350.00	KCMO
Saladino Mechanical (Site Rite Sub)	\$557,154.00	KCMO
KC Mechanical	\$676,148.00	KCK
Rand Construction	\$678,877.00	KCMO
Rodriguez Mechanical	\$726,456.00	KCK
Stanger Industries	\$730,000.00	KCMO
Alexander Mechanical	\$748,003.00	KCMO

- Approval to purchase automotive diagnostic equipment for the hybrid automotive hybrid program from Automotive Consulting and Educational Services for \$11,150.00. (Perkins Funds)
- Approval to purchase 20 laptop computers from Dell Corporation for \$16,517.40 for the Nursing Division. (Perkins Fund)

Following questions and discussion Trustee Rios moved to approve the Finance recommendations as presented. Trustee Townsend seconded and the motion carried.

17. Under Committee Reports:

- Trustee Breidenthal reported on and gave thanks to Leota Marks and her staff on the work done for the welcome reception for Dr. Givens and noted that it was a very nice event that was well attended.
- Trustee Breidenthal noted that there was a meeting Monday of the College Advancement Council and commended Brian Bode and Cliff Smith on the tours that were given of the new campus buildings.
- Trustee Flunder reported that she and Dr. McDowell would be giving a report next month on retention

- Trustee Ash noted that the Facilities Committee had no report at this time but deferred to Brian Bode regarding bids on the Baseball Field & Soccer field. Brian explained that the bids were approx. 1.5 million more than budgeted.
18. Trustee Rios moved to enter executive session for a period of ten minutes to discuss personnel matters to protect the privacy of the personnel involved. Trustee Maddox seconded and the motion carried. The Board entered executive session at 9:21 a.m.
19. At 9:31a.m. Trustee Rios moved to enter regular session. Trustee Maddox seconded and the motion carried. Trustee Rios moved to approve Personnel Recommendations as follows:
- Approval to uphold termination of Akio S. Davenport as PT Technical Assistant in the Financial Aid Office effective October 21, 2011
 - Approval to employ Akio S. Davenport as PT Technical Assistant in the Financial Aid Office effective October 10, 2011 at the hourly rate of \$10.68
- Trustee Townsend seconded and the motion carried.
20. Trustee Townsend moved to adjourn the meeting. Trustee Maddox seconded and the motion carried.

The meeting adjourned at 9:35 a.m.

ATTEST: _____ Chairman

_____ Secretary