

KANSAS CITY KANSAS COMMUNITY COLLEGE

Public Budget Hearing and Board of Trustees Meeting

August 9, 2011

The annual Budget Hearing of the Board of Trustees was called to order at 4:00 p.m. in the Board Conference Room at the College by the Chairman Ray Daniels. Roll call indicated the following trustees present: Don Ash, Cathy Breidenthal, Dr. Ray Daniels, Wendell Maddox, and Clyde Townsend. Trustees Mary Ann Flunder and J.D.Rios were absent.

1. Mr. Brian Bode, Dean of Financial & Administrative Svcs., referred to Attachment A of the Agenda regarding the proposed Budget for 2011-2012. The Chairman called for public comments regarding the proposed budget as published. There were none. The Chairman then called for any comments from the Board of Trustees. There were none. At this time the chairman called for the motion to approve the 2011-2012 Budget as presented. Trustee Maddox moved to approve the 2011-2012 Budget as presented. (**Attachment 1**) Trustee Townsend seconded and the motion carried.
2. The Chairman adjourned the public budget hearing at 4:03 p.m.

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

\_\_\_\_\_ Secretary

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Board of Trustees Meeting

August 9, 2011

The regular monthly meeting of the Board of Trustees was called to order at 4:03 p.m. in the Board Conference Room at the College by the Chairman Ray Daniels. Roll call indicated the following trustees present: Don Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, and Clyde Townsend. Trustees J.D.Rios was absent.

1. Chairman Daniels introduced Dr. Doris Givens and welcomed her to the college.
2. The chairman presented the following amendments to the Agenda:

**Addition(s):**

**IX. Personnel**

B. Recommendations

4. Approval to employ Elizabeth L. Holloway as ESOL Coordinator/Instructor effective August 8, 2011 at the annual salary of \$41,753.33

5. Approval to employ Scott M. Elliott as Assistant Professor of Speech & Debate in the Humanities & Fine Arts Division effective August 8, 2011 at the annual salary of \$51,073.27
6. Approval to employ Stacie J. Beebe as Administrative Assistant to the Dean of Humanities effective August 8, 2011 at the annual salary of \$27,158.12

**X. Finance**

C. Recommendations

9. Approval to increase the 2009 KBOR PEI loan amount by \$13,140.32. KBOR has received these funds back from another CC and asked if KCKCC could use them. The roofing project from 2009 was finalized at \$33,838.32 more than the KBOR loan we received. This \$13,140.32 would be a partial reimbursement of these funds and will add \$2,190.06 to the 6 remaining payments on that loan.

**XIII. Miscellaneous Business**

C. Conversation about welcome event for Dr. Givens

D. Change of meeting time for September Board Meeting

Trustee Townsend moved to approve the amendments to the Agenda as presented. Trustee Ash seconded and the motion carried.

2. The Chairman presented the minutes of the July 12, 2011 Special Board of Trustees meeting for approval. Trustee Maddox moved to approve the minutes of the July 12, 2011 Special Board of Trustees meeting as presented. Trustee Breidenthal seconded and the motion carried.
3. The Chairman presented the minutes of the July 19, 2011 Regular Board of Trustees meeting for approval. Trustee Townsend moved to approve the minutes of the July 12, 2011 Special Board of Trustees meeting as presented. Trustee Maddox seconded and the motion carried.
4. The Chairman invited any Patrons and/or Petitioners to speak at this time. Mr. Steve Goceljak, Executive Director for Communities in Schools, 4427 N. 123<sup>rd</sup> St., Kansas City, KS 66109 addressed the board and thanked them for recently hosting the Back to School Fair event and for all of their volunteer assistance with the event. Mrs. Arlana Coleman of 1748 N. 80<sup>th</sup> St., Kansas City, KS spoke briefly about how much the committee appreciated all of the help and location's size that made such a difference in this year's event.
5. Under communications the Chairman read a "Thank You" note from the President, Dr. Givens for the warm welcome that was extended from the Board and College to her.
6. There was no President's Report.

Trustee Rios arrived to the meeting at 4:16 p.m.

7. Vice President for Student & Administrative Svcs., Brian Bode reported on the following items:
  - Human Resources now live with the "Applicant Stack" online application program

- New student service Kiosks linked to WebAdvisor for students needing to access their personal school accounts to obtain certain information and printouts without having to wait in line for assistance from the offices
  - KCKCC booth at the recent Back to School Fair
  - Registration at Leavenworth on Aug. 8, Main Campus on Aug. 9, and Tech Ed. Ctr. on Aug 10
  - Human Resources holding Employee Benefit Enrollment sessions in the Upper Jewell Center on Friday 8/12, 9AM -1PM; Wednesday 8/17,12-4 PM; Tuesday8/23, 12-4 PM; Wednesday 8/24, 9AM – 1 PM
  - Hagar Corporation donated 52 new Men’s suits to the Community Outreach Clothing Bank for students needing professional apparel for job interview purposes
  - Back to School Bash hosted by Student Activities on August 26<sup>th</sup>
  - Student Senate & Enrollment Management Division hosting a welcome reception for evening students on August 29 & 30
  - Career Center hosting Opportunity 2011 Job Fair on September 7<sup>th</sup>
8. Under the Provost Report, Dr. Tamara Agha-Jaffar reported on the following:
- Introduced Marvin Hunt, Dean of Business & Continuing Education who commented on the recently held Back to School Fair, and introduced Marisa Gray who spoke about the same.
  - Introduced Kaaren Fife, Director for the Center of Research and Community Development, and Dr. John Ryan, Professor of History, to demonstrate KCKCC Fast Facts.
  - Meeting with Christopher McGivern of Hollywood Casino at 9:30 on August 17 to discuss training opportunities with our Workforce and other career representatives.
  - Meeting on Aug. 18 with Lori Usher from KBOR to discuss the Accelerating Opportunities for Kansans grant. Dr. Hunt will present at the next Board meeting.
  - Updated faculty and provided information on HLC’s Degree Profile at today’s meeting. Faculty begins connecting course competencies with Degree Profiles in a workshop on August 12 at 9:00.
  - Deryl Wynn will be presenting to the Nursing and Allied Health faculty on August 12, at 1:00 p.m. concerning procedures, protocols, and documentation for handling problem situations and students.
  - The Phi Theta Kappa chapter made two trips this summer to help with the clean-up of the May 22 tornado in Joplin and delivery of non-perishable food items, cleaning supplies, and other essentials donated by campus offices, churches, and other organizations.
  - KCKCC Computer Camp: four weeks of training provided by KCKCC and JCC. 25 participants at KCKCC main campus; 8 at the Leavenworth Center, and 14 at JCCC—a total of 47 students. They rebuilt computers and then donated them to not for profit agencies, including El Centro, Kansas Legal Services and United Way of

Wyandotte County. Funding for the program was provided by Workforce Partnership's youth funding stream through the US Dept. of Labor and the Workforce Investment act.

- Dr. Curtis Smith is working with the Wyandotte County Government's Healthy Action Food Team to submit a grant proposal to the Kansas Health Foundation to create an organized, accessible food environment in Wyandotte County.
- Michele Bach and Deborah Taylor attended the Summer Institute on Distance Learning and Instructional Technology at JCCC on August 4 & 5.
- Dean Cliff Smith received a letter from a very grateful homeowner, Ms. Andrea Pardo-Spalding of 705 Riverview Ave, KCKS thanking him for "the extraordinary work that the students in the Building and Property Maintenance program at Kansas City Kansas Community College have performed in my house."
- Dave Yantz, instructor in the Heating and Refrigeration program, reported that our students serviced, maintained, and repaired 11 commercial heating and cooling units for the Wyandotte County Historical Society and Museum and serviced and maintained 6 residential split systems.
- Rich Gravelle of the Auto Collision Repair program entered the high school collision repair students for the upcoming year in a contest sponsored by Dupli-Color called Restoration Challenge Generation Next. The college was selected as one of the three contestants and will receive a \$5,000 shopping spree to buy the materials needed for completing the project.

The Board Chairman thanked Dr. Agha-Jaffar for her report.

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

- Resignation of Theresa Chmidling as Nursing Instructor in the Nursing & Allied Health Division effective July 25, 2011
- Resignation of Nathaniel Williams as Adjunct Instructor of English in the Humanities & Fine Arts Division effective July 17, 2011
- Resignation of John Hewitt as ESOL Adjunct Instructor in the Humanities & Fine Arts Division effective July 18, 2011
- Resignation of Zachariah D. Chamberlin as PT EMT/Lab Assistant in the Nursing & Allied Health Division effective July 13, 2011

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

- Approval to employ Mary E. Bruno as Head Coach of Women's Volleyball in the Athletics Dept. effective July 27, 2011 at the annual salary of \$34,692.60
- Approval to employ the following Adjunct Instructors at the rate of \$722.00 per credit hour:

Richard W. McPeake Professional Cooking/TEC August 11, 2011

Andrew J. Clemmons Fire Science August 11, 2011

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

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>START/END DATE</b>	<b>SALARY</b>
<b>Mary Hunt</b>	<b>Club 45 Consultant Consultant Fee</b>	<b>May – June, 2011</b>	<b>\$340.00</b>
<b>Stephanie Marquez</b>	<b>Community Spanish I (Processed through Payroll)</b>	<b>7/11 – 7/27/11</b>	<b>\$600.00</b>

- Approval to employ Elizabeth L. Holloway as ESOL Coordinator/Instructor effective August 8, 2011 at the annual salary of \$41,753.33
- Approval to employ Scott M. Elliott as Assistant Professor of Speech & Debate in the Humanities & Fine Arts Division effective August 8, 2011 at the annual salary of \$51,073.27
- Approval to employ Stacie J. Beebe as Administrative Assistant to the Dean of Humanities effective August 8, 2011 at the annual salary of \$27,158.12

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

11. Vice President Brian Bode presented the bills for payment. Trustee Rios moved to approve the payment of the bills as presented. Trustee Breidenthal seconded and the motion carried.
12. Mr. Bode presented the Finance Report. Trustee Townsend moved to approve the Finance Report as presented. Trustee Maddox seconded and the motion carried.
13. Mr. Bode presented the following Financial Recommendations for approval:
  - Approval of payment for \$232,143.44 to Commerce Bank for Visa credit card purchases for July 2011. (Various Funds)
  - Approval of contract modification to increase the Amino Brothers contract by \$109,776.60 to \$660,566.60. The roadway base on the old road from the entrance to the police academy north to the end of the parking lots was crumbling and unstable. This necessitated the removal of 545 yards of old base and the addition of 6 inches of new asphalt base. (Capital Fund )
  - Approval for a renewal payment for \$ 11,390.00 to ProQuest LLC. ProQuest provides the library access to over 20,000 journals most of which are full-text. (General Fund)
  - Approval of AmeriFence bid of \$33,444.00 for the student housing fencing project. (Capital Fund)
 

AmeriFence	\$33,444.00
MAC’s Fence	\$ 37,777.00
  - Approval for payment to Angel Learning for our Online Education Services Department for \$39,750.00. This software provides web services for all of our on-line classes. (General Fund/Student Fee)

- Approval for payment for the Athletic Injury Insurance Basic Coverage for \$40,164.00. (General Fund)
- Approval for payment to Souce4 for \$15,590.00 for print logic software for LINUX/UNIX or Windows with installation training and one year software maintenance. (General Fund/Student Fee)
- Approval for payment to Tegrity, Inc. for campus subscription totaling \$24,195.00 (General Fund)
- Approval to increase the 2009 KBOR PEI loan amount by \$13,140.32. KBOR has received these funds back from another CC and asked if KCKCC could use them. The roofing project from 2009 was finalized at \$33,838.32 more than the KBOR loan we received. This \$13,140.32 would be a partial reimbursement of these funds and will add \$2,190.06 to the 6 remaining payments on that loan.

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

14. Under Committee Reports Trustee Breidenthal made a brief report on the status of the KACCT/Marketing Committee. The Board Facilities committee was commended on all of the work with the Tech Centers and Police Academy buildings that have recently been completed or close to it.
15. Under Unfinished Business, the Chairman announced that the Board Committee Assignments would remain the same as 2010-2011 for 2011-2012 as follows:

**Officers of the Board**

<b>Chairman of the Board</b>	<b>Ray Daniels</b>
<b>Vice-Chairman</b>	<b>Don Ash</b>
<b>Secretary</b>	<b>Doris F. Givens</b>
<b>Treasurer</b>	<b>Brian Bode</b>
<b>Legal Counsel/College Attorney</b>	<b>McAnany, Van Cleave &amp; Phillips</b>
<b>Freedom of Information Officer</b>	<b>Dr. Sangki Min</b>
<b>Official College Newspaper</b>	<b>Wyandotte West</b>

**BOARD OF TRUSTEES ASSIGNMENTS FOR 2011-2012**

**STANDING BOARD COMMITTEES**

<b>Board Policies Committee</b>	<b>Dr. Ray Daniels</b> <b>Mary Ann Flunder</b>
<b>Facilities Planning Committee</b>	<b>Don Ash</b> <b>Clyde Townsend</b>
<b>Board Audit &amp; Finance Committee</b>	<b>J.D. Rios</b> <b>Clyde Townsend</b>
<b>Liasons with the Advocacy Council</b>	<b>Cathy Breidenthal</b> <b>Wendell Maddox</b>

**REPRESENTATIVES TO COLLEGE COMMITTEE(S)**

<b>Rep. to the Exec. Committee</b>	
<b>of the Endowment Board</b>	<b>J.D. Rios</b>

**DELEGATES**

<b>Delegate to ACCT</b>	<b>Mary Ann Flunder &amp; Donald Ash (Alt.)</b>
<b>Delegate to KACCT</b>	<b>Donald Ash &amp; Mary Ann Flunder (Alt.)</b>

16. Under Miscellaneous Business the next item was consideration of a date and time for the Board Retreat. The consensus was for August 31<sup>st</sup> at 5:00 p.m.
17. Trustee Daniels noted that the Board Committee for the Welcome Event for Dr. Givens would consist of Trustees Flunder, Breidenthal and Dean Leota Marks.
18. There was brief discussion concerning the time of the September 20<sup>th</sup> Board meeting. The consensus was for 4:00 p.m. on September 20<sup>th</sup> for the regular monthly meeting.
19. Trustee Ash moved to enter executive session for a period of 5 minutes to discuss faculty negotiations in order to protect the public interest in negotiating a fair and equitable contract. Trustee Breidenthal seconded and the motion carried. At 5:25 p.m. the board entered executive session.
20. At 5:30 p.m. the Board reconvened in regular session at which time the Chairman allowed for a 10 minutes recess.
21. At 5:40 p.m. the Board reconvened in regular session at which time Trustee Rios moved to enter executive session for a period of one hour for the purpose of hearing a faculty grievance to protect the interests of the individuals to be discussed with possible action to follow. Trustee Townsend seconded and the motion carried. The Board entered executive session at 5:40 p.m.
22. At 6:40 p.m. the Board reconvened in regular session at which time Trustee Rios moved to uphold the grievance and that the prior formula be used for computation of contract pay for science lab honors courses which existed prior to the modification now challenged. Trustee Townsend seconded and the motion carried.
23. Trustee Ash moved to adjourn the meeting. Trustee Maddox seconded and the motion carried.

The meeting adjourned at 6:42 p.m.

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

\_\_\_\_\_ Secretary