

Minutes of the Board of Trustees Meeting April 16, 2013

1. The meeting of the Board of Trustees was called to order at 8:00 a.m. by Chairman Don Ash who then asked everyone to stand for the Pledge of Allegiance. Following the Pledge, Chairman Ash called for a moment of silence for the victims and families of the Boston Marathon tragedy.
2. Chairman Ash asked for **Roll Call**. Roll Call indicated the following trustees present: Don Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios and Clyde Townsend.

*Chairman Ash called Coach Steve Burleson to come to the podium to make a brief presentation. Coach Burleson presented signed baseballs to members of the BOT who were not present for the opening of the new KCKCC baseball stadium. Coach Burleson thanked everyone associated with the team and said, after having traveled to several other community college campuses and their baseball fields, that KCKCC has “the best baseball facility of any junior college.” Coach Burleson thanked the Building & Grounds crew for their maintenance of the field. Chairman Ash thanked Coach Burleson and reiterated he also receives many complements on the new KCKCC sports facility.

3. Chairman Ash asked for **Approval of the Agenda**. Trustee Townsend made a motion to approve the Agenda. Trustee Maddox seconded and the motion carried.
4. Chairman Ash asked for **Approval of the Minutes of the March 12, 2013** Board of Trustees meeting. Trustee Rios made a motion to approve the Minutes of the March 12, 2013 BOT meeting. Trustee Breidenthal seconded and the motion carried.
5. Chairman Ash asked for **Audience to Patrons and Petitioners**. Being none, Chairman Ash moved to Communications.
6. Chairman Ash asked for **Communications**. Dr. Givens read one of two letters received from Precision Construction & Contracting, LLC, Brandon Jackson, general manager. The letter said it was a privilege to work with the KCKCC team, Brian Bode, Jeff Sixta and the Building & Grounds crew, and the KCKCC Police dept. He stated that his crew appreciated the professionalism and ease with which they were able to do their job.
7. Chairman Ash asked for the **President’s Report**. Dr. Givens reported on the following:
 - Her plan to attend the AACCC Convention, April 18-23, 2013 in San Francisco, CA;

- Her upcoming speaking engagements: 4/26/13-Missouri American Committee for Educational Networking @ the UMKC Campus; 4/27/13-National American University at Johnson County Community College; 5/28/13-Women’s Division of the Leavenworth/Lansing Chamber of Commerce in Leavenworth;
 - Introduced Peggy Friedmann as the permanent Exec. Administrative Assistant to the President and Board of Trustees after the application and interview process;
 - President Givens introduced two of the KCKCC Deans, Dr. Cherilee Walker and Dr. Ed Kremer to report on recent Division activities. As part of the USD 500 and Prep-KC initiative, Dr. Walker spoke of the recent visit by students from Harmon and Washington High Schools to the Humanities Art Department. Dean Walker said this was a college-wide as well as a Division-wide effort. Students could follow either the visual arts track or the performing arts track. Visual arts students learned about course offerings in graphic design, journalism, drawing and photo-shop. The performing arts students learned about course offerings in debate, stage lighting, acting and voice. Dr. Givens said one of her favorite quotes from one of the students was, “I didn’t think I wanted to go to college before today, now I actually want to go!” Dr. Givens introduced Dr. Ed Kremer who spoke about the Saturday Science, Math and Technology Academy 2013 Closing Ceremony. The ceremony took place in the LLJ from 1:00-3:00 P.M. with a total of eighteen students graduating. Dr. Kremer singled out two of the students: Quran Chappel, who has been accepted to the UMKC six-year medical program, and Aaron Alexander, who has been accepted to the UMKC Dental Program. Dr. Kremer said this is a Grant Funded program and thanked Dr. Givens and the BOT for their support. Trustee Daniels said it was “crucial to have the cooperation of the community” regarding educating the inner-city students as they often don’t have the opportunity to attend college. Chairman Ash, who attended, said the “energy in the LLJ was incredible” that afternoon. Trustee Rios made reference to the information, included in Dr. Givens letter to the BOT, regarding former KCKCC students now attending Emporia State University, commenting that the GPA of KCKCC students was higher than students coming from other community colleges.
8. Chairman Ash asked for the **Personnel Report**. Dean Leota Marks brought attention to items **8A** items 1-4 and asked approval for **8B** items 1-21. Trustee Daniels made a motion that they hold item # 20 for Executive Session. Trustee Rios seconded and the motion carried. Chairman Ash asked approval for items #1-19 and 21. Trustee Maddox made a motion to approve items **A1-4** and **B1-19 & 21**. Trustee Breidenthal seconded and the motion carried.
9. Chairman Ash asked for the **Vice President for Academic Affairs Report**. Dr. Tamara Agha-Jaffar introduced Jim Maier, Director of the KCKCC Jazz Band, and asked that he report on their recent honors. Mr. Maier said, “We’re grateful to be here.” Mr. Maier reported that the KCKCC Jazz Band had recently received the highest rating at the 2013

Pittsburg State Jazz Festival. However, he said, “Three of our scores were 1 plus even though a 1 is the highest that can be awarded.” This was the 14th consecutive year the Jazz Band had received 1 plus ratings at Pittsburg State and was followed up a week later with a 1 rating at the University of Kansas Jazz Festival. The band received a citation for “Outstanding Musicianship.” The members introduced were: Dr. Glenn Broadhead, Greg Halla, P.J. Churn, Jon Kemmerer, Kenan Meadows and Trevor McDonald. Chairman Ash said, “This was the kind of excellence we’ve come to enjoy!” Trustee Daniels commented on the Jazz by The Lake series presented by Jim Maier each month and how it was a wonderful opportunity for the college and community. Trustee Rios said, “Our performing arts are very under-appreciated, in general. There is great potential for growth.” He also said, “KCKCC can be a major part of the performing arts in KCK.” Dr. Agha-Jaffar introduced Stacie Tucker, Director of the Mu Delta Chapter of Phi Theta Kappa. Ms. Tucker spoke of the awards the chapter had earned for the 2013 year including, a 5-Star Chapter Award, the highest level for PTK for chapter programming, the College Project and Great Idea awards, the Distinguished Service award in addition, the chapter won a Yearbook Award. Those members introduced by Ms. Tucker were Kija Neal, Ryan Proctor, Adriana Rodriguez and Tyler Ross. Each member briefly spoke of his/her experiences as a member of Phi Theta Kappa. Immediately following their presentation, Stacie Tucker and the members presented a plaque to Dr. Agha-Jaffar as the “Honorary Member of PTK.” Chairman Ash thanked Stacie and the Phi Theta Kappa students for their presentation and service and Stacie, specifically, for her leadership.

Dr. Agha-Jaffar presented the Compass Placement Report (**Attachment A**) and, again, explained the change from Accuplacer to Compass. Dr. Agha-Jaffar said the Compass scores are based on faculty research and Compass will be implemented in the summer 2013. Trustee Rios questioned the wording of “sentence skills” versus “writing skills.” Dr. Agha-Jaffar said “sentence skills” is all inclusive. Trustee Daniels asked Dr. Agha-Jaffar to, again, explain the differences between Accuplacer and Compass testing. Dr. Agha-Jaffar said Compass testing is being used by all community colleges in Kansas and it allows them to see in depth where the weakness are for individual students. She also said they were making use of “intrusive advising” to let students know the importance of doing well on this test and to take it seriously. Dr. Agha-Jaffar asked approval of the change from Accuplacer to Compass Testing at KCKCC. Trustee Breidenthal made a motion to approve Compass Placement testing. Trustee Rios seconded and the motion carried.

Dr. Agha-Jaffar reported on the April 11, 2013 Perkins Data audit by representatives of KBOR and said KCKCC “passed.” Dr. Agha-Jaffar reported on the onsite team visit for accreditation for the KCKCC Physical Therapy Program. The team was very impressed with the information that was gathered for them. Dr. Agha-Jaffar reported on the onsite team visit for accreditation for the KCKCC Respiratory Program. The team was very impressed with the information they reviewed. Dr. Agha-Jaffar reported on the HLC Conference both she and Dr. Sangki Min attended in Chicago. She said those who heard

their report asked for a copy as they were so impressed. The final report to HLC is due June 30, 2013; however, the report has already been submitted. Trustee Daniels spoke of the success of the recent Innovation Summit. Dr. Givens spoke of the recently added items to the Bookstore hand made by KCKCC students. Dr. Agha-Jaffar said KCKCC has chosen a date of November 9-10 for the reaccreditation team visit in 2015 with the second option date being November 2-3. Dr. Agha-Jaffar asked approval of her report. Trustee Daniels made a motion to approve the VP for Academic Affairs report. Trustee Rios seconded and the motion carried.

10. Chairman Ash asked for the **Vice President for Student and Administrative Services Report**. Brian Bode introduced new Athletic Director, Tony Tompkins and interim Athletic Director, Valerie Stammersky. Tony Tompkins addressed the BOT saying one of the roles, as new director, is to “raise the standard of excellence for students and to encourage them to attend a four-year college after getting their two-year degree.” Trustee Maddox asked if Coach Tompkins had developed a plan to recruit locally. Coach Tompkins responded, “Yes, there is a lot of talent in this area.”

Brian Bode directed the Trustees attention to **(Attachment B)**, the Drug Testing Policies and Procedures for Student Athletes. Mr. Bode said this was to protect students from and against the use of illegal and performance enhancing drugs. Mr. Bode said this was the “first reading” of the draft policy and the purpose was to educate student athletes on the impact of drug usage. He said this policy is comprehensive and aggressive. Testing will be done on a random basis. Mr. Bode asked that it be reviewed and approved at the June 18, 2013 Board of Trustees meeting. Trustee Rios referred to section 2, #6 of the Drug Testing Policy and stated “extreme cases” is a vague term. College attorney, Deryl Wynn, explained it refers to “repeat offenders,” however, he said, he was okay with taking out the words “extreme cases.” Trustee Daniels asked, “Who will make that determination of ‘repeatedly?’” Mr. Wynn said he hoped it would be an administrator at the college who would have input in that decision. Mr. Bode said the information presented, during the open meeting, was for the benefit of the students who may be listening and/or watching. Specifics of the policy will be addressed during Executive Session. Trustee Flunder asked if the students would be tested for alcohol. Mr. Wynn said, “Yes.” Trustee Maddox asked about the Drug Testing Advisory Board (#10). He asked if the role of the Advisory Board could be more specific as well as the identification of persons on the Board. Mr. Bode said it would be a combination of staff, i.e. school nurse, director of the Outreach Center and the new Athletic Director. Trustee Rios asked if the new Athletic Director, student athletes, etc. would participate in the program. He also asked if there was another term to use besides, “student-athlete.” Is that term “all inclusive?” Mr. Bode said the wording can be considered but for the sake of “brevity” that term includes “all” student athletes enrolled in KCKCC. Trustee Rios, referencing #8, the “Safe Harbor Program,” asked what help the college would offer. Mr. Bode said the college would make use of an outreach center, The Wyandotte Regional Prevention Center, that deals with drug addiction and that the school

nurse could individually or collaboratively recommend a program. Trustee Breidenthal asked about #4, “Isolated Team Testing.” She wanted to know if this pertained to post season championships. Mr. Bode said, “Yes, this gives “flexibility.” Trustee Daniels referred to #5 – the list of incompatible drugs suggesting the wording needs to change to indicate the “misuse of another player’s prescription.” Trustee Rios asked about the budget for instituting the Drug Plan. Mr. Bode said it would be upwards of \$50,000 but “we’re looking at different companies.” Mr. Bode said several of the sections would be “re-worded” and then back to the BOT for approval at the May 16, 2013 meeting. Trustee Daniels asked if all athletes would be tested before their respective sport begins. Mr. Bode’s response was that, “Yes, all would be tested,” and that there would be random testing throughout the season. Mr. Bode asked approval of his Vice-President for Student & Administrative Report. Trustee Rios made a motion to approve the report. Trustee Daniels seconded and the motion carried.

11. A. Mr. Bode asked approval for Payment of the Bills. Trustee Rios made a motion to approve Payment of the Bills. Trustee Townsend seconded and the motion carried.

11. B. Mr. Bode asked approval for the Financial Report. Trustee Rios said the Finance Committee had done its monthly review. He said expenditures were holding steady at 3.2 million dollars. The insurance for support and faculty is at 19% and it should be at 25%. The reason for the institutional support is that “we do have our bond interest payment under institutional support which is at \$845,000, which is why the percentage is where it is.” Trustee Rios also said there were a number of payments during the month that contributed to the amount of the budget. He also said “travel expense” was included. Trustee Rios said the “overall total of the budget was good” with amount of time remaining. The electrical use was up but the cost per kilowatt hour continues to rise. Mr. Bode asked approval of the Financial Report. Trustee Breidenthal made a motion to approve the Financial Report. Trustee Townsend seconded and the motion carried.

11. C. Mr. Bode asked approval for the Recommendations 1-6. Trustee Rios suggested approval of items 1-5 first and then consider item #6 separately. Under Recommendations 1-5, it was noted the justification for the cost of \$23,024.00 by Humanities Dean, Dr. Cherilee Walker. Under Recommendation #5, Trustee Rios, in referring to the age of the old switch, “It is time to be replaced.” Trustee Rios asked approval for items #s 1-5. Trustee Townsend made a motion to accept items 1-5 of the Recommendations. Trustee Breidenthal seconded and the motion carried.

11. C. (**Recommendation #6 – Tuition increase**) Mr. Bode said the Missouri resident tuition and non-resident tuition is typical of what other institutions are charging throughout the metropolitan area and still in keeping for student recruiting and retention. There is a need to increase the tuition within the metropolitan area ...KCKCC tuition, within the metropolitan area, is the lowest even with a tuition increase. We need a

competitive edge. Trustee Breidenthal asked if the chart (**Attachment C**) was similar, or if we could get a chart of other metropolitan community colleges as it was important to “see the different tuitions.” Trustee Rios said you could copy the information from the KC Business Journal. Trustee Daniels agreed with the understanding that the increase was done by zip code and be specific to the four counties that feed into KCKCC. Trustee Daniels made a motion to accept the tuition increase. Trustee Townsend seconded and the motion carried.

11. D. **Re. Resolution No. 13-1** BOT was updated as to the progress of the Tech Ed. Center. Trustee Rios said there had been unexpected obstacles with regard to expenses during the construction progress. In the interest of addressing several items of construction, additional costs have been incurred, i.e. the roof not being attached. The Bond Issue request of \$5,750,715.00 is requested to cover the rise in construction costs. A representative from JE Dunn, project manager Matt Wendel, reassured the BOT and the community that these improvement costs are still well below the additional renovation costs to the Tech. Ed. Center and still well below the costs to construct a new building. Trustee Rios said there was a 12-13 million dollar savings doing a renovation as opposed to new construction. Mr. Bode said we also need to factor in the Athletic complex. Trustee Daniels asked why they were just now coming in with these expenses, i.e. cosmetology, lockers, etc. Trustee Flunder asked where the overrun comes from if we knew the roof needed decking. Mr. Bode explained there were 30 ft. walls with no rebar and that the 4” insulation was an additional \$300,000. Chairman Ash reminded the BOT that the initial bond was \$25 million but Trustee Rios and Brian Bode recommended \$30 million. The original approach was to stay conservative, to stay low, but constantly appraise the overruns. Chairman Ash said, “Don’t forget the historical discussion of expenses.” Trustee Maddox asked, “What is being done to compensate the budget?” Trustee Rios recommended increasing by a half a mil per capita on the budget. Chairman Ash called for a vote to approve the Resolution. Trustee Maddox made the motion to “table the issue” until the April 19th Budget workshop. Trustee Breidenthal seconded the motion. Trustee Daniels said, “I know we’re not happy with the extra expense but I don’t see how we can, not, do this?” “We need to have a quality program.” Mr. Bode asked approval to publish the Resolution and wait to hear from the community. The approval of the Resolution itself would not happen until the June BOT meeting. *The VOTE to “table” the Resolution did NOT pass. Chairman Ash read Resolution No. 13-1 in open meeting and asked for a vote to approve the publication of the Resolution. Trustee Daniels made a motion to approve publication of Resolution 13-1. Trustee Townsend seconded and the motion carried.

12. Chairman Ash asked for **Committee Reports**.

Chairman Ash spoke of the ACCT, KACCT and KBOR reports and said the reports had been e-mailed. Chairman Ash said Governor Sam Brownback would be visiting the KCKCC Tech Ed. Center on April 25th and asked that Dr. Givens keep the BOT apprised of the details of

the visit. Chairman Ash said that KCKCC was one of only two community colleges in the state of Kansas that the Governor would be visiting.

13. Chairman Ash asked for any **Miscellaneous Business**.

Chairman Ash called for Executive Session to discuss the Personnel matter that was tabled during the Personnel Report (#20). Chairman Ash asked legal counsel for the length of time for Executive Session with the response, 10-15 minutes to “discuss nonelected personnel matters to protect the privacy interest(s) of the individual(s) to be discussed. Trustee Rios made the motion for Executive Session to discuss Personnel issues. Trustee Townsend seconded and the motion carried. Executive session began at 9:54 A.M. Members of the BOT returned from Executive Session at 10:12 A.M. with Trustee Daniels making a motion to return to open session. Trustee Maddox seconded and the motion carried.

Chairman Ash called for Executive Session to discuss matters relative to attorney client relationship, i.e. implication of the Drug Testing Policy and Fiscal policy. Patrick McCartney was asked to come in to the session for five minutes then to be excused. Trustee Daniels made a motion to approve #20 of the Personnel Report. Trustee Maddox seconded and the motion carried. Trustee Daniels made a motion to move to Executive Session with possible action to follow. Trustee Briedenthal seconded and the motion carried. The second Executive Session began at 10:14 A.M. Members of the BOT returned from Executive Session at 10:40 A.M. Chairman Ash asked if all BOT members were good to meet Tuesday, May 21, 2013 with the College Senate, immediately following the Board of Trustees meeting. The meeting/luncheon will take place in LLJ 2325.

14. Chairman Ash asked for **Unfinished Business**. There was none.

15. Chairman Ash asked for **Adjournment**. Trustee Rios made a motion for Adjournment. Trustee Townsend seconded and the motion carried.

The meeting of the BOT adjourned at 10:42 A.M.

ATTEST:

Chairman

Secretary

KANSAS CITY KANSAS COMMUNITY COLLEGE

Minutes of the Board of Trustees Meeting

April 16, 2013

AMENDMENT TO THE MINUTES

X. Vice-President for Student and Administrative Services

11. C. (Recommendation #6 – Tuition increase)

Top of Page 6 of 7 – Trustee Daniels moved approval of the request “with the understanding that it only includes those Missouri students in Platt, Clay, Jackson or Johnson Counties.” Mr. Bode said it would be by zip code; however, Trustee Daniels said it “should be specific to those counties.” Trustee Townsend seconded and the motion carried.