

## **Board of Trustees Meeting**

**December 11, 2012**

1. The meeting of the Board of Trustees was called to order at 8:00 a.m. by Trustee Wendell Maddox, in Chairman Don Ash's absence, who then asked everyone to stand for the Pledge of Allegiance. **Roll Call** indicated the following trustees present: Cathy Breidenthal, Ray Daniels, Wendell Maddox, Mary Ann Flunder, J.D. Rios and Clyde Townsend. Chairman Ash was unable to attend.
2. Trustee Maddox asked for **Approval of the Agenda**. Trustee Breidenthal made a motion to accept the Agenda. Trustee Townsend seconded and, being no further comments or questions, the motion carried.
3. Trustee Maddox asked for **Approval of the Minutes of the November 13, 2012** Board of Trustees meeting. Trustee Breidenthal made a motion to approve the Minutes. Trustee Townsend seconded and, being no further comments or questions, the motion carried.

Trustee Maddox asked for **Approval of the Minutes of the November 26, 2012 Special Meeting** of the Board of Trustees. Trustee Rios made a motion to approve the Minutes. Trustee Townsend seconded and, being no further comments or questions, the motion carried.

4. Trustee Maddox asked for **Audience to Patrons and Petitioners**. KCKCC student, Austin Robert Taylor came forward to present petitions requesting the Regional Prevention Center not be closed. Mr. Taylor said he was honored to be speaking on behalf of the KCKCC students. Trustee Rios said he appreciated Mr. Taylor speaking before the BOT but that he was troubled by Mr. Taylor's remarks that, "he found positive results with the Regional Prevention Center and not in other departments." Mr. Taylor said the petition was not well received by members of the Student Center. Trustee Maddox thanked Mr. Taylor for appearing before the BOT.

5. Trustee Maddox asked for **Communications**. Dr. Givens presented a flyer, from Workforce Development, announcing a presentation by Mayor Joe Reardon, Tuesday, December 11, 2012 from 10:00-11:00 in room 2325 of the Lower Jewell. The presentation, “Calling all Coders/Hailing all Hackers,” gave information to help revolutionize the web and present opportunities that exist for KCKCC hackers, gamers, coders, and programmers.
  
6. Trustee Maddox asked for the **President’s Report**. Dr. Givens introduced Trustee Cathy Breidenthal, also a member of the Advancement Council who, in turn, introduced Pat Brune, president of the Advancement Council. Ms. Brune introduced those members in attendance for the BOT meeting: Mayor McTaggart, Cindy Cash, Linda Pendleton, Rich Rasdall, and Rich Ayers. Each spoke of their interest and reason for being part of the Advancement Council. Pat Brune spoke of the report members of the BOT had received, as well as a sequel to the Listening Project and ways the Advancement Council will continue to work in conjunction with KCKCC. Trustee Maddox thanked Ms. Brune for her report, and members of the Advancement Council for attending, and said the BOT looks forward to working with them in the future. Dr. Givens thanked Pat Brune for being “steadfast” and “always being a positive voice for what goes on at the college.” Dr. Givens reminded members of the BOT of the 2<sup>nd</sup> Annual Combined President’s Open House and Staff Holiday Party, Wednesday, December 12<sup>th</sup> from 11:00-2:00 p.m. and the Board’s Holiday Party at the home of Trustee Ray Daniels and Mrs. Joan Daniels, Thursday, December 13<sup>th</sup> from 5:00-7:00 p.m.
  
7. Trustee Maddox asked for the **Personnel Report**. Dean Leota Marks had several reports to present to the BOT which included the following:
  - “Employee Early Retirement Plan.” Dean Marks said the plan, itself, basically stayed the same with a few noted exceptions/changes.
  - “Minority Contracting Procedures.” Dean Marks deferred to Brian Bode to speak to this report. Mr. Bode said within the report are corrections that speak to “reaching out” to women and minority based enterprises. It makes provisions for minority or female-led businesses to be in the running for bids with general contractors. Trustee Flunder asked if this included supplies,

with Mr. Bode's response, "yes ma'am." Trustee Rios asked if this had been reviewed by legal counsel with Mr. Wynn's response, "This is a *first read*, you can make changes up to, and until, you take final action." Trustee Maddox asked if, to be in compliance, the wording needed to indicate, "Extended to the *Board of Trustees*." Mr. Bode said that anywhere it mentioned "*the Board*," it referred to the Board of Trustees.

- "Employee Demographics Report." The following were included within the report: (1) The Fall 2010, 2011, 2012 Details Reports; (2) The Diversity Data Comparison Report for Fall 2010-2012; (3) The Employee Categories Report; (4) The Gender Data Reports for Fall 2010, 2011, 2012; (5) Summary by Organizational Structure. After reading the statistics, Trustee Rios said he was "baffled" by the decline in minorities in the workplace. Dean Marks said they have an Affirmative Action Plan in place to hire more minorities and women. Job postings are advertised as "EEOC." Trustee Flunder said "people of color" apply five or six times and get discouraged that they don't get hired or a call-back. She said there needs to be a change in the hiring policy that, maybe, there needs to be someone from the "outside" to be responsible for Affirmative Action hiring. She also suggested the college should "only hire from within Wyandotte County." Dean Marks said their intent and responsibility is qualified applicants. Trustee Daniels said this isn't only a KCKCC problem but that many community colleges are struggling with the issues of minority hiring. He went on to commend Dean Marks for doing a good job and recognized her "struggles." After the presentation of the Summary by Organization Structure report, Trustee Flunder wanted to know what positions are currently open. The response, "the Grant Writer."

Trustee Maddox asked for approval of the **Employee Demographics Report**. Trustee Townsend made a motion to accept the Employee Demographics Report. Trustee Rios seconded, and being no further comments or questions, the motion carried.

Trustee Maddox asked for approval of the **Personnel Report**, sections **VII A, 1-7** and **VII B, 1-10**. Trustee Rios made a motion to accept section(s)

VII A, 1-7 and VII B, 1-10. Trustee Townsend seconded, and being no further comments or questions, the motion carried.

Trustee Maddox asked for approval for the **Personnel Report**, section **VII B #11**, the retirement of Dr. Tamara Agha-Jaffar. Trustee Rios made a motion to accept, “with regret”, section VII B #11. Trustee Flunder seconded. Trustee Maddox told Dr. Agha-Jaffar what a pleasure it had been to have worked with her. Dr. Agha-Jaffar thanked everyone she has worked with during her 26 years at KCKCC, but said, “It’s time.” Trustee Breidenthal said she would stay in touch with Dr. Agha-Jaffar regarding women’s advocacy issues. Trustee Daniels thanked Dr. Agha-Jaffar for the work she had done in the community. Being no further comments or questions, the motion carried.

Trustee Maddox asked approval of the **Personnel Report** section **VII B #12**, the Continuing Education and Community Services report for November/December 2012. Trustee Rios made a motion to accept section VII B, #12. Trustee Townsend seconded, and being no further comments or questions, the motion carried.

8. Trustee Maddox asked for the **Vice-President for Academic Affairs Report**
- Dr. Agha-Jaffar asked approval of the 2013-2015 Academic Calendars saying the only change was the time for each class by a few minutes. Also, Book Buy Back dates were added. Trustee Rios made a motion to accept the 2013-2015 Academic Calendars. Trustee Daniels seconded, and being no further comments or question, the motion carried.
  - Dr. Agha-Jaffar drew everyone’s attention to the Deans’ Council Newsletter, included in their Board Book. Trustee Daniels commented that it was a “great document, probably the best one yet.” He thanked Dr. Agha-Jaffar. Trustee Rios also thanked Dr. Agha-Jaffar and commended, and appreciated, the Deans’ Council for taking time for the great communication. Trustee Daniels spoke to Dean Shirley Wendel, saying he would like the Board of Trustees to tour the simulation lab that had been written about in the Deans’ Newsletter.

- The final item in Dr. Agha-Jaffar’s report was a letter from Grinter Place Friends expressing their gratitude to the KCKCC H-Vac students for their work in installing their air conditioners, furnaces and alarm system. Grinter Place said the work was done efficiently, respectfully and the class always cleaned up after each visit. Dr. Agha-Jaffar spoke of the Auto Tech Master Accreditation from “NATEF,” *National Automotive Technical Educational Foundation*. Dr. Agha-Jaffar said Dean Cliff Smith and the KCKCC Tech Ed. staff will be receiving a plaque for this recognition. Dr. Agha-Jaffar next spoke of the updates for HLC. She and Dr. Sangki Min will be presenting at the National Conference. Dr. Agha-Jaffar said that, out of 390 applications for the Conference, only 150 were accepted of those KCKCC was one. They will be making their presentation in April, 2013. Dr. Agha-Jaffar also said they were notified, regarding the Cohort 3 consortium, that KCKCC would be featured in a monthly newsletter article for which she and Dr. Min were preparing a short paragraph to be submitted. Trustee Daniels said he was impressed by the presentation regarding the Developmental Education Council. Dr. Agha-Jaffar said they were scheduling interviews for the T4E Grant project manager. Trustee Maddox asked approval of the Vice-President for Academic Affairs Report. Trustee Daniels made a motion to accept the report. Trustee Rios seconded, and being no further comments or questions, the motion carried.

9. Trustee Maddox asked for the **Vice-President for Student and Administrative Services Report**.

- Brian Bode introduced Kim Fulton, the new KCKCC campus nurse.
- Brian Bode introduced Valerie Stammersky, interim Athletic Director and Women’s Basketball Coach for KCKCC. Coach Stammersky addressed her future goals for KCKCC athletics. Trustee Rios asked about her rapport with the coaches and asked, should the need arise, if she would have a problem with disciplinary action. Coach Stammersky responded that she “would have no qualms.”
- Brian Bode gave an update on the baseball/soccer/track fields saying the batting cages were almost ready, the artificial turf would be installed next

week and the locker rooms were near completion. Mr. Bode also said the Tech and Plaza were almost finished as the walls and studs were going in.

- Brian Bode introduced the KCKCC Volleyball team and their Coach Mary Bruno. Trustee Rios asked the plans of each sophomore on the team. Each announced their coming plans whether it be going on to a four-year institution, continuing volleyball, or still indecisive. The team was commended for the wonderful, positive way they represented the college. At this time, Dr. Agha-Jaffar reminded everyone of the Nurses' Pinning and Graduation, Monday, December, 17 at 7:00 p.m. in the Field House.

Brian Bode asked approval of his **report**. Trustee Townsend made a motion to approve the Vice-President for Student and Administrative Services Report. Trustee Breidenthal seconded, and being no further comments or questions, the motion carried.

Brian Bode asked approval for Item 10A. – **Payment of the Bills**. Trustee Rios made a motion to approve Payment of the Bills. Trustee Townsend seconded, and being no further comments or questions, the motion carried.

Brian Bode asked approval for Item 10B. – **Financial Report**. Trustee Rios commented the electrical usage looked good and made a motion to approve the Financial Report. Trustee Breidenthal seconded, and being no further comments or questions, the motion carried.

Brian Bode asked approval for Item 10 C.1-2 – **Recommendations**. Trustee Rios made a motion to approve Recommendation 1-2. Trustee Daniels seconded, and being no further comments or questions, the motion carried.

10. Trustee Maddox asked for **Communications**. Being none, Trustee Maddox moved to the next order of business.

11. Trustee Maddox asked for **Miscellaneous**. Trustee Townsend made a motion to move to Executive Session for (1) discussion of acquisition of real estate with action to follow; (2) discussion of non-elected personnel matters, to protect the confidentiality of the employee(s) involved, with action to follow. Trustee Rios seconded and, being no further comments or questions, the motion carried. The Board of Trustees moved to Executive session at 9:30 a.m.

The Board of Trustees returned from Executive session at 10:00 a.m. Trustee Rios made a motion to authorize Dr. Givens to execute the acquisition of real estate with review of legal-council. Trustee Townsend seconded, and being no further comments or questions, the motion carried.

12. Trustee Maddox asked for **Unfinished Business**. Brian Bode addressed the recent announcement from Governor Brownback, requesting each government agency to cut back their budgets by 10%. It was noted that this didn't include universities and was going to cause quite an impact on community colleges. Trustee Breidenthal said this was "in anticipation of the shortfall."

Trustee Maddox discussed the technical issues for the BOT and said a decision needs to be made with regard to the transfer of all BOT information to a campus online server, with access via an iPad or some form of similar device for all members of the BOT. Trustee Rios made a motion to schedule a *special meeting* of the Board of Trustees, Monday, December 17<sup>th</sup> at 5:00 p.m. in the Executive Board Room with action to follow. Dean Baz Abouelenein will be in attendance to make a presentation to the BOT. A light dinner will be served. Trustee Townsend seconded and, being no further comments or questions, the motion carried.

Trustee Townsend made a motion to adjourn the meeting of the Board of Trustees. Trustee Breidenthal seconded, and being no further comments or questions, the motion carried.

The meeting of the Board of Trustees adjourned at 10:10 a.m.

ATTEST:

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

Secretary: \_\_\_\_\_