

## **Minutes of the Board of Trustees Meeting February 19, 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.
2. Chairman Ash asked for **Roll Call**. Roll Call indicated the following trustees present: Don Ash, Cathy Breidenthal, Ray Daniels, Wendell Maddox, Mary Ann Flunder, J.D. Rios and Clyde Townsend.
3. Chairman Ash asked for **Approval of the Agenda**. Trustee Rios 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 January 15, 2013** Board of Trustees meeting. Trustee Townsend made a motion to approve the Minutes; however, Trustee Daniels noted a correction to page 5: *Dr. McDowell, addressing the change from **Compass** testing to **Accuplacer** testing, said the Accuplacer test is more mobile and has more web-based accessibility than the Compass test. CORRECTION NEEDS TO READ: Dr. McDowell, addressing the change from **Accuplacer** to **Compass** testing, said the **Compass** test is more mobile and has more web-based accessibility than the **Accuplacer** test. Correction was duly noted and made. Trustee Rios made a “friendly” motion to approve the Minutes of January 15, 2013. Trustee Daniels seconded and the motion carried.*
5. Chairman Ash asked for **Audience to Patrons and Petitioners**. Synthia Payne, 4428 State Line Rd., Kansas City, KS 66103 (Wyandotte Co.) addressed the BOT. Ms. Payne recently moved to Kansas from Denver. She is working with a company called Cyber Jammer, aligned with Google Fiber, and is interested in presenting a workshop to students to help them become familiar with what this technology has to offer.
6. Chairman Ash asked for **Communication**. Dr. Givens referenced her letter to the Board of Trustees and also pointed out the articles that were included in their board packets.
7. Chairman Ash asked for the **President’s Report**. Dr. Givens reported on the KACCT/COP meeting recently held in Topeka, KS February 14, 2013. Part of the meeting was the Phi Theta Kappa reception/luncheon honoring the outstanding members of the organization. Students Dylan Sack (Fine Arts) and Brittani Ball (Business) represented PTK from KCKCC. Attending administrators were: Dr. Tamara Agha-Jaffar, Dean Marvin Hunt, Dr. Denise McDowell, Trustee Ray Daniels as well as Dr. Givens.

Dr. Givens reported on several items that were part of the KACCT/COP agenda:

- Two of the items addressed were SB 186 *Carrying of a concealed handgun as authorized by the Personal & Family Protection Act, shall not be prohibited in state or municipal buildings unless there is adequate security* and SB 155 *Amendment regarding Technical Education for secondary students; and at-risk pupil weighting*. Dr. Givens said the consensus was to make an exception to the carrying of handguns on college campuses.
- There was agreement that, presently, no budget cuts be made to community colleges.
- Regarding community colleges, consensus was that legislators and KBOR need to develop collective vision...need to make the legislators aware of what the community colleges do.

Dr. Givens reminded everyone of the Athletic Director Forums scheduled in room 2705, February 19<sup>th</sup>. Three nominees, for the position of Athletic Director, will be presenting their vision for the college as well as take questions from those in attendance. The three candidates: Valerie Stammersky, current KCKCC interim Athletic Director; Matt Goldbeck, KCKCC asst. baseball coach; Anthony Tompkins, Judson College Athletic Director.

Chairman Ash asked for follow-up regarding the concerns addressed by retired KCKCC police officer Paul Bowman during the January BOT meeting. Brian Bode said he and Chief Greg Schneider were working on several of those concerns and would report back to the BOT. Chairman Ash said he appreciated their concern and that the issues were being addressed.

8. Chairman Ash asked for the **Personnel Report**. Dean Leota Marks brought attention to items **8A #s 1-4** and asked approval of items **8B #s 1-25**. Trustee Rios referenced Dean Marks' participation on the search committee for the new Vice Chancellor at the KU Edwards Center and asked if she had learned anything new. Dean Marks responded, she had, but it also helped with formatting the hiring forum for the Athletic Director and that format would also be used for the VP-Academic Affairs forum. Trustee Rios asked about the Wellness Committee and whether it is exclusive or if community members could participate. Dean marks said she would look into the feasibility of including the WyCo community in the future. Chairman Ash asked who was on the committee for the Athletic Director search. Dean Marks responded, "Debi Baker, Linda Sutton, Brian Bode, and Steve Burluson." Trustee Flunder asked if it was typical for the administrative assistant to be included in the replacement search with Dean Marks responding, "This has always been our practice." Trustee Daniels asked about the 16 merit hours and who qualifies. Dean Marks responded, "That is for non-exempt employees who receive the highest ratings on their evaluations. They receive 16 hours of merit leave to be used

within that year.” Trustee Rios made a motion to approve VIII B #s 1-25 of the Personnel Report. Trustee Townsend seconded and the motion carried.

9. Chairman Ash asked for the **Vice President for Academic Affairs Report**. Dr. Tamara Agha-Jaffar brought to the attention of the BOT the three Sabbaticals for instructors: Jerry Pope, Tom Weis and Janet Velaquez. Each addressed the BOT explaining their goal/vision for their sabbatical. (1) Jerry Pope explained his vision for his sabbatical in Music. He will memorize a full-length recital and prepare accompanying notes and a CD recording. Trustee Daniels asked how his sabbatical would benefit students. Mr. Pope said students frequently ask if he is ever going to perform a recital. This will give his students an idea of that process as well as inspire them musically. Trustee Rios made a motion to approve the sabbatical for Jerry Pope and said, “That’s a great application of Fine Arts.” Trustee Breidenthal seconded and the motion carried. The sabbatical for Jerry Pope was approved. (2) Tom Weis made his presentation explaining his sabbatical would explore Kansas history and rural living. He will then write about his experience and about rural Kansas. Tom spoke of living a solitary life on a farm. Trustee Daniels asked how his sabbatical would benefit students. Mr. Weis explained he will convey to his students the hardships and rewards of living a rural life and the benefits of a solitary life. He will compare the benefits/disadvantages of living a rural life as opposed to urban living. Trustee Maddox asked Mr. Weis if his farm was a productive farm. Mr. Weis explained it was about thirty acres of hay but he is not able to have animals because he can’t be there to care for them. Trustee Townsend asked how long he has been living on his farm and Mr. Weis answered “since 2008” and added, it “wasn’t an easy life.” Trustee Rios said it was, “a unique proposal.” Trustee Rios made a motion to approve the sabbatical for Tom Weis. Trustee Townsend seconded and the motion carried. The sabbatical for Tom Weis was approved. (3) Janet Velasquez presented her vision for her sabbatical. Janet plans to conduct research on the Deferred Action for Childhood Arrivals Policy and its implications on our students. An additional goal of her sabbatical is to attend a Spanish immersion school for six weeks, including a stay in the home of native Spanish speakers. Trustee Daniels said he thought this was a “great project.” Chairman Ash said this was a “hot topic” and had heard about this in Washington D.C. Trustee Rios said the Board of El Centro was aware of her involvement and was very excited about her vision. Trustee Maddox made a motion to approve the sabbatical. Trustee Flunder seconded and the motion carried. The sabbatical for Janet Velasquez was approved.

Dr. Agha-Jaffar introduced **Natasha El-Scari**, the Project Director for the T4E Grant. Dr. Agha-Jaffar said Natasha has “become a valuable member” of the Grant team. She also said they had met and selected a marketing firm for the Grant. Chairman Ash welcomed Natasha and asked if she had experience working with other federal grants. Natasha responded that she had worked on the Outward Bound Grant and, most recently, with

the Department of Education. Trustee Flunder asked if they will be working with Cerner regarding internships. Natasha said TEC was not working with Cerner. Trustee Breidenthal asked if she would be connecting with the campus AAUW committee. Natasha said they will be doing “sensitivity training and giving women support for non-traditional settings in the workforce.” They will be working with women in the welding program at the TEC Center. Trustee Daniels asked where Ms. El-Scari will be housed. Ms. El-Scari replied, “At the Tech Center.”

Dr. Agha-Jaffar introduced Dean Marvin Hunt to speak about the 2<sup>nd</sup> Annual Innovation Summit, scheduled for Friday, April 5, 2013 from 8:00 a.m. to 1:30 p.m. Dean Hunt said there were four words to describe the Innovation Summit: fragmented, disruptive, innovative, exciting. Dean Hunt said the reason for using those particular words is that it describes entrepreneurialism as currently functioning in Kansas City, the country, and indeed, the world. He went on to explain the concepts of the Innovation Summit. Jay Matlack briefly spoke about the Summit explaining three ways they would like to improve it in the future: supporting younger entrepreneurs, rethinking entrepreneurship with men only, and making it bigger and better.

Dr. Agha-Jaffar introduced Dr. Brenda Kelly, Director of KCKCC Developmental Ed. Dr. Kelly presented a list of accomplishments since joining KCKCC in August 2012. Dr. Kelly spoke of working with Dr. Tamara Agha-Jaffar and the Developmental Education Advisory Council to create a “Student Needs Assessment” for KCKCC students. Of the 1,150 surveys sent to students for their feedback, 597 were returned. Dr. Kelly said she had a greater return rate. Trustee Flunder asked the reason for students being scheduled into remedial classes if they received an ACT score of 23, good grades and a high GPA. Dr. Agha-Jaffar said they no longer go by the GPA scores because, often times, those scores are inflated. Students are placed according to their Accuplacer scores. Trustee Flunder’s concern was for those students who are on a Pell Grant but having to be placed in Dev. Ed. Classes. Dr. Kelly said the average number of hours that students are taking Dev. Ed. Classes is about 6 hours. Dr. Kelly also said that a number of students don’t “take the Accuplacer test very seriously.” She said they will be developing a “boot camp” to prepare students to take the Accuplacer test. Trustee Rios said the Accuplacer certainly is a better assessment of college readiness, and that the test will be replaced with the Compass test. He also said the school districts are changing their curriculum. Trustee Rios said we need to communicate to the community that education is changing. “There is no longer a right answer.” Students need to be able to be “creative.”

Dr. Agha-Jaffar spoke of the Reverse Transfer with K-State and said they were currently working on the one with Pittsburgh State. Dr. Agha-Jaffar said they were putting together a draft of the Educational Master Plan. She also reported that KBOR is working on new guidelines for the Performance Agreements for 2014-2015. Dr. Agha-Jaffar said that the list of Articulation and Transfer Agreements is posted on the college website.

Dr. Agha-Jaffar asked for approval of her report. Trustee Daniels made a motion to approve the **Report of the VP-AA**. Trustee Maddox seconded and the motion carried.

10. Chairman Ash asked for the **Vice President for Student and Administrative Services' Report**. Brian Bode introduced Mr. Bill Miller, KCKCC auditor. Mr. Miller presented a power point presentation of the 2012 audit. Trustee Rios asked the question, "Would you describe the college as being transparent?" Mr. Miller responded, "Yes, I would." He also said that the Endowment Association is audited by a different firm. Mr. Bode thanked Mr. Miller for his presentation. Trustee Daniels made a motion to approve the **Audit Report** with commendations to Mr. Bode and the committee. Trustee Maddox seconded and the motion carried.

11. Mr. Bode spoke about the opening of the baseball field at 1:00 p.m. Saturday, February 23<sup>rd</sup> as well as the Induction into the Athletic Hall of Fame ceremony. Trustee Rios asked about upcoming "community events" and "what are they?" Mr. Bode said he would give more details in the future. Trustee Rios asked about the number of students being dropped from non-payment and thought the number, 350, seemed excessive. Mr. Bode said that, "out of 7000 students, that's less than 1%." Dr. Givens said, of the number of those dropped, about 50% had re-enrolled. Trustee Rios referenced the information in their Board packets about Dean Baz Abouelenein being named one of 20 top rising CIOs on Twitter, and congratulated Dean Abouelenein. Chairman Ash made a reference about follow-up on the iPad tutorials for the Board of Trustees and said there are still two members who need training. Trustee Rios asked about the drop in enrollment. Mr. Bode said other community colleges are experiencing a drop in enrollment as well. Trustee Flunder asked about the track and field festival date (April 5 & 6) for the USD 500 middle & high school students. Mr. Bode said they have twenty-two different volleyball games scheduled that same date as well as regular classes. Trustee Daniels asked about numbers for spring enrollment. Mr. Bode said many students didn't take advantage of the early enrollment dates. Mr. Bode asked approval of his report. Trustee Daniels made a motion to approve the **VP for Student and Administrative Services' Report**. Trustee Townsend seconded and the motion carried.

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

11. B Mr. Bode asked approval of the **Finance Report**. Trustee Rios commented that the "kilowatt hours were down by 9.1%" however; expenses were up significantly from the past report but the college is saving money through green dollars. Trustee Daniels

made a motion to approve the Finance Report. Trustee Townsend seconded and the motion carried.

**11. C** Mr. Bode asked approval of **Recommendations #1- 6** as well as **#7- 8** on the Amendment to the Agenda. Trustee Rios commented that #8 was the only bid and included installation as well as training. Trustee Daniels asked if other companies had opportunity to bid. Mr. Bode responded, “they sure did...we bid equipment.” Trustee Rios said “#6 was shopped locally.” Trustee Daniels asked about #6 with Mr. Bode’s reply that it is a large 60 lb. commercial washer. Trustee Rios made a motion to approve #s1-6 and #s7-8 under Recommendations. Trustee Townsend seconded and the motion carried.

After the vote: Trustee Rios spoke about this time of year...all about tax money. He said, in looking at KCKCC, the college is at \$26,345,000 down \$22,000.00 from \$26,367,000 in tax monies received from the Unified Government over three years we still provide the same level of quality programs. He said in comparison, the city and county have raised \$7.1 million more dollars in three years in property taxes. Trustee Rios said this speaks highly of the administrators and BOT for their positive impact on behalf of the students. Brian Bode commended John Burright and the staff of the KCKCC Bookstore. The KCKCC Bookstore and the one at UMKC are the only two chosen for a tour by the national bookstore company CAMEX. Mr. Bode said it was, “A feather in the hat of John Burright and his staff” to have been chosen. Trustee Maddox asked about the comment made by Trustee Rios, regarding taxes and the audit report received earlier in the meeting. He wondered about the discrepancy. Brian Bode responded that the audit report reflects “what we ask for each year but don’t necessarily get.”

**12.** Chairman Ash asked for **Committee Reports**. Chairman Ash reported that he and Trustee Mary Ann Flunder attended the ACCT Summit, in Washington DC, February 11-14, 2013. Both Chairman Ash and Trustee Flunder met with Senator Moran and Congressman Yoder as both attended the sessions. Both are supportive of the federal as well as Kansas initiatives. Chairman Ash shared that he received a phone call, from Senator Moran’s office, asking if Trustee Flunder was available to attend President Obama’s State of the Union Address. Chairman Ash said he brought pictures of the ACCT presentation for our VP-Academic Affairs search. Chairman Ash said, “Our legislators are supportive of the community college initiatives.” Trustee Rios asked if Congress passes the Federal Dream Act, does that trump the state of Kansas. Chairman Ash said the bill gives it back to the state and there would be a vote in December. Trustee Flunder said there will be a Leadership congress October 2-5, 2013 in Seattle, WA. Trustee Flunder suggested we might send at least one trustee to attend to make a presentation on behalf of KCKCC. Trustee Rios suggested the Finance Facilities Committee needs to meet regarding the Tech I facility upgrade. Trustee Rios thinks the

updates may go beyond the contingency funds. Trustee Breidenthal said the Advancement Council is sponsoring a Community Reception, to revisit the Community Listening Project, April 25<sup>th</sup> and to promote the college. This event is scheduled to take place in the Upper Jewell from 4:30-6:00 p.m.

13. Chairman Ash asked for **Miscellaneous Reports**. Teresa Matza, attorney attending the BOT meeting in Deryl Wynn’s absence, said an Executive Session, for approximately 10-15 minutes, was needed for the purpose of discussing nonelected personnel matters to protect the privacy of the individual(s) involved, with action to follow. Trustee Maddox made a motion to move into Executive Session. Trustee Rios seconded and the motion carried. Executive Session began at 10:49 p.m. At 11:10 a.m., members returned from Executive Session.

14. Chairman Ash asked for any **Unfinished Business**. Dr. Givens said one of the recommendations mentioned in the audit is to hire an internal auditor. Dr. Givens has worked on a job description, in conjunction with Dean Marks. She said, as soon as the job description is finalized, it will be posted. The internal auditor position is a full-time position.

15. Chairman Ash asked for a motion for **Adjournment**. Trustee Maddox made a motion for Adjournment. Trustee Townsend seconded and the motion carried. The meeting of the February 19, 2013 Board of Trustees adjourned at **11:12 a.m.**

ATTEST:

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Chairman

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Secretary