

**KANSAS CITY KANSAS COMMUNITY COLLEGE
MINUTES OF THE BOARD OF TRUSTEES MEETING
JUNE 18, 2013**

- I. 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.
- II. 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.
- III. Chairman Ash asked for **Approval of the Agenda**. Trustee Townsend moved to approve the Agenda. Trustee Rios seconded and the motion carried.
- IV. Chairman Ash asked for **Approval of the Minutes of the May 21, 2013** Board of Trustees meeting. Trustee Rios moved to approve the May 21, 2013 minutes. Trustee Breidenthal seconded and the motion carried.
Chairman Ash asked for **Approval of the Minutes of the Special Meeting of the BOT on May 29, 2013**. Trustee Maddox moved to approve the May 29, 2013 minutes. Trustee Townsend seconded and the motion carried.
- V. **Audience to Patrons and Petitioners:** Mr. Murrell Bland of 8311 Garfield Ave., Kansas City, KS 66112, with Business West addressed the BOT. Mr. Bland said he had three issues to bring to the Board's attention:
 - (1) Holding the line on property taxes...and if there is an increase, that it be no more than the rate of inflation which is about 2%.
 - (2) Letter of endorsement on behalf of the college for a grant for the Creative Economy Project.
 - (3) Requesting an agenda item for the next BOT meeting regarding the State Avenue Benefit District. Mr. Bland asked to address the July BOT meeting to gain approval of signing the letter.Trustee Daniels asked if there was any other information needed to sign the letter. Deryl Wynn, college legal counsel, said the BOT meeting could be considered as the discussion and action could be taken later or currently. Trustee Townsend made a motion to approve and "sign the letter now." Trustee Maddox seconded and the motion carried.
- VI. Chairman Ash asked for **Communications**. Being none, Chairman Ash moved to the next item on the agenda.
- VII. Chairman Ash asked for the **President's Report**. Dr. Givens had a list of items to present for her report:

- (1) Dr. Givens introduced Linda Sutton, Student Activities Director, to speak on the recent KCKCC Graduation. Ms. Sutton reported that there were 910 graduates and of those, 374 participated in the ceremony. Ms. Sutton reported that, for the first time in graduation history at KCKCC, there was the "Presentation of the Colors," by the Leavenworth High School R.O.T.C., and the National Anthem was sung by student, Rashad Singleton. Ms. Sutton said she received positive feedback that those additions made the graduation "more memorable." Ms. Sutton thanked Dr. Givens for her suggestions. Trustee Breidenthal said another positive addition was Dr. Givens asking those students, who were the first in their family to graduate, to stand and be recognized for their accomplishment.
- (2) Dr. Givens reported that she, Chairman Ash and Trustee Flunder had attended the KACCT/COP Retreat in Dodge City, KS, June 7 and 8 and that Chairman Ash would follow-up with a report.
- (3) Dr. Givens reminded everyone about the 18 Annual Mid-America Hall of Fame Recognition Dinner November 2nd and that nominations were still being accepted.
- (4) Dr. Givens announced that the opening ceremony for the Thomas R. Burke Tech Center was scheduled for August 12th with more information to follow.
- (5) Dr. Givens talked about participating in the June 11th graduation at the Leavenworth-US Disciplinary Barracks in Leavenworth, KS. She said there were seven KCKCC graduates – the largest from the college and each wore a cap and gown. Dr. Givens accepted a plaque presented to the college that was "In Honor of supporting Education Excellence, United States Disciplinary Barracks, 2013."
- (6) Dr. Givens announced that the new Vice-President for Academic Affairs, Dr. Michael Vitale, would begin July 8, 2013.
- (7) Dr. Givens deferred to Deryl Wynn, legal counsel, to present a power point about HB 2052, the Concealed/Carry Law – Resolution 2013. Trustee Rios asked about bullet #2, and what is referred to as "adequate security." Mr. Wynn said it entails adequate security in place at all entrances with a posted sign indicating such. Mr. Wynn explained the difference between the "temporary Opt-Out until January 1, 2014" (must opt-out by July 1, 2013) and the 4-year opt out provision by which the Legislature has provided a 4-year exemption if a public facility assesses its buildings, establishes a security plan, and adopts a resolution to exempt certain buildings from the requirements of the act. All KCKCC buildings must be properly posted as being "secure." Mr. Wynn said a motion needed to be made to approve Resolution 2013. Trustee Daniels asked if a hearing would be needed in 6 months to support the motion. Trustee Daniels made a motion to approve Resolution 2013. Trustee Rios seconded and the motion carried.

VIII. Chairman Ash asked for the **Personnel Report**. Dean Leota Marks brought attention to **8A** items 1-6 and asked approval for **8B** items 1-14 and the Personnel Amendment. Trustee Rios made a motion to approve the Personnel Report items A, 1-6 and B, 1-14 with the exception of A-#3 and A-#6 to be discussed in Executive Session. Trustee Breidenthal seconded and the motion carried.

IX. Chairman Ash asked for the **Vice President for Academic Affairs Report**. Dr. Tamara Agha-Jaffar introduced Dr. Sangki Min, Dean of Institutional Services, to report on the Data Quality Award, received at the recent KBOR (Kansas Board of Regents) meeting, bestowed on the KCKCC Research Dept. from the Department of Education. The honor was awarded to one four-year college, Pittsburg State and one community college, KCKCC. The criteria, for the award, are quality of data collected and timeliness of the report. Dr. Min introduced Kaaren Fife, Research & Community Development, who, in turn, introduced the Institutional Services team of Christopher Day, Dr. Mary Grunke, Shazia Saddiqua and Mary Lawless. Ms. Fife reported they had to submit nine different files to the state and explained the funding for KCKCC is dependent on the information submitted. Chairman Ash thanked Dr. Min, Kaaren and the Institutional Services team for their report. Dr. Agha-Jaffar introduced Natasha El-Scari to give an update on the T₄E Grant. Ms. El-Scari stated that support from the grant was “moving along.” Students enrolled in the welding program, one of the programs supported by the grant, will be “industry ready” when they graduate from the program. She reported that she was now the official contact, with the Department of Labor, for the grant and also that the T₄E numbers were growing. Trustee Daniels asked what the target enrollment would be, with Ms. El-Scari’s response, “1,089 but we’re targeting locations to help identify prospective students for the program.” She also reported that their “target audience is Veterans and TAA effective workers. Chairman Ash thanked Ms. El-Scari for her report. Dr. Agha-Jaffar told the BOT that she had prepared a report for the new VP-AA and had included it in their board binders. Trustee Rios said he appreciated Dr. Agha-Jaffar sharing the information with the incoming VP-AA. He also had a question, regarding #14 on the list in the report, about those colleges/universities with which we have articulation agreements. Dr. Agha-Jaffar said they were all listed on the KCKCC website under *Academics*. Trustee Rios asked about “dual & concurrent enrollment.” Dr. Agha-Jaffar said that with concurrent enrollment, high school teachers are hired to teach the courses but don’t necessarily, nor are required to have, a master’s in the particular discipline they are teaching. Adjunct professors must have a minimum requirement of a master’s to teach that discipline plus the college has “more control over the adjuncts sent to the high schools than over a high school teacher” where the teaching of that course/discipline is concerned. The college is offering “more courses under dual enrollment than concurrent credit.” Trustee Rios asked, in referring to #21 in the report, for an update on Developmental Education. Dr. Agha-Jaffar said it was coming along nicely but that this would need to be updated by the new, incoming VP-AA in early fall. Trustee Rios asked about the major HLC review with the response that it is in 2015. Onsite visit for the Thomas R. Burke visit hasn’t been scheduled yet, per Dr. Agha-Jaffar. Trustee Rios asked about Fire Science Program classes on the KCKCC campus. Dr. Agha-Jaffar had Dr. Ed Kremer, Dean of Math & Science, address Trustee Rios’ question. Dr. Kremer said, currently, there were no classes but once the Tech Center opens, those classes would be scheduled on that campus and Dean Cliff Smith would work at scheduling the classes and lab time. Chairman Ash, on behalf of the Board of Trustees, thanked Dr.

Agha-Jaffar for her many years of service to KCKCC. Dr. Agha-Jaffar asked approval for her report. Trustee Daniels made a motion to accept the report. Trustee Maddox seconded and the motion carried.

- X. Chairman Ash asked for the **Vice President for Student and Administrative Services Report**. Brian Bode introduced the new Men's Basketball Coach, Kelly Newton. Coach Newton said he was, "excited for the opportunity to come back home." He said he felt there was good presence in the community for KCKCC and liked the direction the college was heading. Chairman Ash welcomed Coach Newton. Brian Bode presented the Resolution approving the sale of the bonds, reviewed at BOT meeting of May 21, 2013. Mr. Bode said the average interest rate of sale was 2.8%, up ½% over only a month ago and that "we need final authorization to enter into lease purchase agreement." Mr. Bode asked that the Resolution be read and signed by Chairman Don Ash. Trustee Rios read the Resolution and made a motion to approve the signing of the Resolution. Trustee Maddox seconded and the motion carried. Before asking approval for his monthly report, Mr. Bode recognized Michael Kimbrough and the staff of Media Services. He said that each month they bring almost an entire television studio to the Upper Jewell to accommodate the BOT meeting. Mr. Bode also recognized the Media Services dept. for their work on the college T.V. program, "Conversations." Trustee Rios said the BOT would like an overview at the next meeting of what is presented at the new student orientation(s). Trustee Flunder asked if anyone could attend the orientations. Dr. Denise McDonald said Trustee Flunder would be welcome to attend. The dates for the first two orientations are June 25th and June 27th of 2013. Dr. McDowell said this will be a "pilot" for the next successive orientations. Trustee Maddox recognized Dr. McDowell for her report. Mr. Bode asked approval for his report. Trustee Daniels made a motion to approve the VP for Student and Administrative Services report. Trustee Maddox seconded and the motion carried.

XI. **Finance**

- A. Brian 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.
- B. Brian Bode asked approval for the Financial Report. Trustee Rios said the Finance Committee had reviewed the report. He said the T-bill rate was not going up and expected a repeat of May but nothing unexpected. Trustee Rios said the electric usage was down in May, but with the cost of kilowatts going up, there really were no savings from energy conservation. Trustee Rios made a motion to approve the Financial Report. Trustee Townsend seconded and the motion carried. Chairman Ash questioned that it wasn't often that there was a negative balance in scholarships. Mr. Bode said with the number of out-of-state athletes, there wasn't enough to cover and was working with Tony Tompkins, Athletic Director, but was confident this will improve.

C. Mr. Bode asked approval for #s 1-6 under Recommendations. Trustee Rios said they had reviewed the Recommendations and made a motion to approve C, 1-6. Trustee Breidenthal seconded and the motion carried.

XII. Chairman Ash asked for **Committee Reports**. Chairman Ash gave a report of the recent KACCT/COP retreat in Dodge City, KS at Dodge City Community College, June 7-8, 2013. Chairman Ash, Trustee Flunder and Dr. Givens attended. He said one of the items addressed was how community colleges interact with KBOR (Kansas Board of Regents) regarding funding, with heavy emphasis on pushing dual enrollment. Another topic was funding for SB155, reimbursing funds for high school students to attend classes at technical education centers. Chairman Ash said he moved "out of the Chair position and into the position of past president." Trustee Daniels said there also needs to be a better way to measure the success of community colleges. Chairman Ash said the specific term used was what "college ready" means and that KBOR was trying to force the definition, used by the universities, on community colleges. Trustee Daniels said he and Trustee Flunder met with Dean Leota Marks, and the Policy Committee, and that the report would be ready sometime soon after College Senate review. Trustee Breidenthal said they had a few new members to attend their last Advancement Council meeting and did orientation for those members. They are promoting as many of the council members to attend and tour the Tech Ed Center the week before the grand opening so those members can serve as ambassadors for the Thomas R. Burke Tech. Ed. Center grand opening.

XIII. Chairman Ash asked for any **Miscellaneous Business**. Trustee Daniels made a motion to move to Executive Session for 20 minutes (per legal counsel) to discuss non-elected personnel to protect the privacy interests of the individual(s) to be discussed and, under attorney/client privilege, to discuss the possible acquisition of real estate. Trustee Breidenthal seconded and the motion carried. Executive Session began at 9:26 beginning with 5 minute break. Trustees returned from Executive Session at 10:00 a.m.

XIV. (1) Chairman Ash asked for **Unfinished Business**. Trustee Rios made a motion to approve VIII. A 3 & 6 under Personnel. Trustee Breidenthal seconded and the motion carried.

(2) Trustee Rios made a "friendly amendment" to the motion that the BOT approve the Vice-President for Student & Administrative Services' request for the purchase of, *Lot 1, Technical Education Center III, a subdivision of land in the Southwest Quarter of Fractional Section 3, Township 11 South, Range 24 East of the Sixth Principal Meridian, in Kansas City, Wyandotte County, Kansas*. Trustee Maddox seconded the "friendly amendment" and the motion carried.

(3) Dr. Givens presented a request, on behalf of Jim Maier, KCKCC Jazz Director and the Jazz students, for the approval of their participation in the Havana Jazz Festival Tour December 18-23, 2013. Dr. Givens suggested it might be a positive gesture to adopt Havana as a "sister city." She said the students would be responsible for raising the money to fund their trip but that the BOT needed to approve student and employee travel outside

the country. Trustee Daniels made a motion to approve the travel outside the country, with the stipulation that the students raise their own funds for travel. Trustee Rios seconded and the motion carried.

(4) Trustee Rios made a motion to schedule a special meeting of the BOT on Thursday, June 27th, with time to be determined, to conduct end-of-year business, i.e. yearly calendar/meetings, etc. and to approve the minutes of the June 18, 2013 meeting. Trustee Breidenthal seconded and the motion carried.

(5) Trustee Maddox made a motion for the purchase of (7) iPads, for members of the BOT, for a total of \$4,729.00 – two with cell phone access – and an annual fee of \$840.00. Software demonstrations will take place later. Trustee Breidenthal suggested the training be “on-going.” Trustee Townsend seconded and the motion carried.

(6) Chairman Ash said it is a “gratifying feeling to come on campus and see all the people on the track and involved in various activities. Congratulations to the college and the community.” Trustee Maddox said he has heard positive comments that people in the community are pleased with campus security.

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

XVI. The meeting of the BOT adjourned at 10:16 A.M.

ATTEST:

Chairman

Secretary