

Board of Trustees Meeting

September 18, 2012

1. The Regular Meeting of the Board of Trustees was called to order at 8:03 a.m. by Chairman Ash. Roll call indicated the following Trustees present: Don Ash, Cathy Breidenthal, Ray Daniels, Mary Ann Flunder, Wendell Maddox, J.D. Rios, and Clyde Townsend.
2. Chairman Ash asked for approval of the **Agenda with the Amendment**. Trustee Maddox made a motion to approve the Agenda with the Amendment. Trustee Townsend seconded and the motion carried.
3. Chairman Ash asked for approval of the **Minutes of the August 14, 2012** Board of Trustees meeting. Trustee Rios made a motion to approve the Minutes. Trustee Breidenthal seconded and the motion carried.
4. Chairman Ash asked for **Communications**. Dr. Givens introduced Carla Green, Director of KCKCC Regional Prevention Center of Wyandotte County. Ms. Green shared a PowerPoint presentation on behalf of the Saturday, August 4, 2012 “Back to School Fair” committee. Ms. Green thanked KCKCC volunteers, as well as members of the Board of Trustees, for their support of the Back to School Fair and spoke of its success. However, she did say attendance was down from the previous year. There was a suggestion that, for the 2013-2014 school year, the committee may try doing “cluster fairs” thinking this might involve more people within each school district. Trustee Rios voiced concern that having too many of these fairs may put a drain on several of the resources. Trustee Flunder wondered if there might be consideration for transportation, for the outlying areas, to bus in students. Chairman Ash thanked Ms. Green for her report and stated his appreciation for the work the committee did to service so many families.
5. Chairman Ash asked for the **President’s Report**.
 - a) Dr. Givens introduced Barbara Clark-Evans, Director of the KCCC Intercultural Center. Ms. Clark-Evans introduced Jared Hill, new coordinator for the Intercultural Center and five KCKCC students: Chavelly Hernandez, Cinthya Zuniga, Ana Romero, Kija Neal and Cynthia Villalvazo, who have been involved with and participated in The Health Enrichment Institute and Juntos. Juntos is the Advancement for Latino Health program. Each of the students spoke of the six-week program on the University of Kansas campus,

in Lawrence, KS. The students were exposed to a variety of areas within the medical profession during the six weeks, and gained insight as to what it might be like to work in the medical field. Trustee Rios asked the students about their financial/family concerns during their six week involvement. He also asked about support from KCKCC. One of the students said she was able to participate as a result of the BizFest Scholarship, but they all said they had strong support from the KCKCC staff. Trustee Rios also asked about the application process. What is the availability for students? How is the program promoted? Jeanne Crane-Smith said that because she is on the Advancement Board of Juntos, a strong partnership has developed with KU Med and will allow a greater number of students to become involved. The program is Grant funded, and each student received a stipend for their participation. Trustee Daniels congratulated each of these young women and thanked the staff of KCKCC and KU Med. Chairman Ash thanked each of the students for representing the college “outstandingly.”

- b) Dr. Givens introduced Rich Rasdall and Director of KCKCC Endowment Association, Patrick McCartney. Mr. Rasdall presented and explained the Memorandum of Understanding between the Endowment Association and KCKCC. He said the purpose of the MOU was to document the roles between the college and the association. Mr. Rasdall then proceeded to go over the points of the MOU. One point states that the Board of Trustees and the Board of the Endowment Association will meet twice each year. The first meeting will be hosted by college attorney, Deryl Wynn, at the law office of McAnany, Van Cleave and Phillips. One of the items highlighted was the organization and activation of an Alumni Association. Trustee Flunder asked about student referrals for scholarship(s) and asked if anyone could refer a student. Mr. McCartney said, “Absolutely” but that the demand for scholarship money was lower this year than it was for the previous year. He mentioned that he had been on the board five months and, in that time, 92 scholarships had been awarded. Mr. McCartney also reminded everyone of the Hall of Fame Dinner, November 3rd, for which there will be six inductees, George Breidenthal, Marlin Cooper, Albert Frisby, Dr. Ron Wimmer, 20/20 Leadership and PREP-KC. Mr. McCartney also introduced the new assistant in the Endowment Office, Dwanna Fangohr. Ms. Fangohr previously worked for the KCK Chamber. Trustee Rios commended Patrick McCartney for his leadership. Chairman Ash then asked approval of the Memorandum of Understanding between KCKCC and the Endowment Association. Trustee Rios motioned to approve the MOU. Trustee Daniels seconded and the motion carried.

- c) Dr. Givens introduced Karalin Alsdurf McKain, Staff Senate President, who presented the July service award to Peggy Friedmann nominated, so kindly, by Dean Baz Abouelenein
 - d) Dr. Givens talked about the success of the September 10th presentation, of the Strategic Plan to the Advancement Council, as well as, the Campus-Wide Forum on September 12th. Dr. Givens said there was “standing room only” at the September 12th event!
 - e) Dr. Givens asked about confirming a date and location for the holiday gathering of the Board of Trustees. Dr. Daniels said he and his wife would be happy to host the event at their home again this year.
 - f) Dr. Givens said the meeting of the Board of Trustees regarding their Self-Evaluation report would take place at the law firm of McAnany, Van Cleave & Phillips on October 30th from 4:30-6:00 p.m.
 - g) Dr. Givens announced that she has the ACCT voting delegate notification packet indicating Trustee Flunder as the delegate and Chairman Ash the alternate.
 - h) Dr. Givens said the KCKCC staff holiday party would be December 12th in the Lower Jewell from 11:00-2:00 p.m. Dr. Givens said, in lieu of having two or three holiday celebrations; they were combining all groups to have one holiday celebration.
6. Chairman Ash asked for the **Personnel Report**. Dean Leota Marks asked for approval of section VII A, items 1-7 of the report. Trustee Daniels questioned why some staff are paid at the annual rate and others hourly. Dean Marks said those who are paid at the hourly rate are typically adjunct nursing faculty in the Nursing & Allied Health Division. They work as needed by the division. Dean Marks asked approval of section VII B, items 1-30 & Continuing Ed & Community Services. Trustee Rios made a motion to approve both Sections A and B of the Personnel Report. Trustee Townsend seconded and the motion carried. Chairman Ash asked for approval of Section C of the Personnel Report. Trustee Rios made a motion to discuss and approve Section C in Executive Session to protect the privacy interests of the individual(s) to be discussed. Trustee Maddox seconded and the motion carried.
7. Chairman Ash asked for the **Vice-President for Student and Administrative Services Report**.
- a) Brian Bode introduced Karalin Alsdurf McKain, who presented the *Military Friendly Campus Award for 2013* to Dr. Givens. KCKCC was selected for the honor by G.I. Joe Jobs Magazine. The honor places KCKCC in the top 15% of all schools nationwide. Mr. Bode introduced the J.E. Dunn

architectural team for the new Tech Campus. They presented a “virtual walk-through” of the, soon to be completed, campus. Trustee Flunder asked for the completion date. Mr. Bode responded it would be ready for occupancy by August 2013. Trustee Daniels asked if it would be possible to tour the facility. Trustee Rios said he had already toured, the facility looked great, the workers were cordial, and he appreciated “the craftsmanship.” Mr. Bode stated that if anyone would like a tour to contact him and he would be happy to schedule a time. However, he did suggest that it would be best to tour prior to August 1st.

- b) Mr. Bode introduced KCKCC Police Chief Greg Schneider who presented the 2012 Annual Security Report for the Main and TEC Campuses. Chief Schneider said the data collection to compile these reports was begun in 1990. The 2012 Report is 26 pages long and, according to Chief Schneider, will be even longer next year. The KCKCC Report is made available to perspective students and employees. Chief Schneider said he was proud of the statistics and said this report is published in compliance with the *Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act (Clery Act)* and the *Higher Education Opportunity Act of 2008*. Chairman Ash asked about the statistics at the Leavenworth Campus. Chief Schneider said he would provide the Chairman with the report. Trustee Rios asked about security at the new Tech Center. Chief Schneider said emergency plans and guidelines were being put in place for the opening of the new center. Chairman Ash thanked Chief Schneider for his report.
- c) Mr. Bode talked about the recent Job Fair at the Reardon Center and said the KCKCC Bookstore sold \$1.8 million worth of books. Mr. Bode commended the Financial Aid Office for its recertification and ability to continue disbursement of Pell Grants and other student loans. Trustee Maddox asked Mr. Bode to remind everyone about the ribbon cutting and opening of the Born Learning Trail, Saturday, September 22nd from 9:00 A.M.-12:00 noon. The trail is located on the KCKCC campus north of the Performing Art Center. Trustee Maddox asked about the retirement date for Athletic Director, Dan Pratt. The response was November 30, 2012. Chairman Ash thanked Mr. Bode for a great report.

8. Chairman Ash asked for the **Vice-President for Academic Affairs Report**.

- a) Dr. Agha-Jaffar introduced Dr. Brenda Kelly, new KCCC DIRECTOR of Developmental Education. Dr. Kelly thanked everyone for their “vision for the college.” Her position as Director is part of the Strategic Development Plan. Dr. Kelly gave an extensive report and said her department would be tracking students, enrolled in the Developmental Education program, to better understand how to effectively help them succeed and achieve their goals.

Chairman Ash thanked Dr. Kelly for her report and welcomed her in her new position at KCKCC. Dr. Kelly is an alumna of KCKCC. Trustee Rios commended Dr. Kelly on her “professionalism” and thanked her, as well, for her report.

- b) Dr. Agha-Jaffar introduced Kaarin Fife, Director of the Center for Research and Community Development. Ms. Fife gave an update of the 2012 Climate Survey. The purpose of the survey is to support the Strategic Plan and identify areas of improvement(s). Ms. Fife said this report is the benchmark to measure improvement. Noticeable difference in the results of this 2012 report and the one from 2010 was in the comments on the improvement of campus cleanliness. Ms. Fife commented that, in the past, many staff members were concerned about confidentiality as they completed the survey. The 2012 Climate Survey was conducted through a program called Zoomerang...assuring greater confidentiality. Because of everyone’s concern, responses were lower for the 2012 survey than for the previous year. Ms. Fife said her department was working on methods to improve the response rate. As a result of responses to particular questions, Trustee Rios asked about the equipment on campus and the need for improvement and upgrade. Dean Abouelenein said monies were not in place to upgrade or replace certain equipment; however, he did say that with the addition of the Help Desk, the immediacy of assistance has improved considerably. Trustee Rios suggested the Center for Research and Community Development (CRCD) staff consider meeting with the Strategic Plan Development Committee regarding budget. Dr. Givens said she would invite CRCD to one of the next Strategic Development Plan meetings. Trustee Daniels said he appreciated the thoroughness of the report but still had concern for the lack of communication between departments. He thought this was an area needing to be addressed. Chairman Ash thanked Kaarin Fife saying, “Great report!”
- c) Dr. Tamara Agha-Jaffar asked approval of her report. Chairman Ash commented and commended Dr. Agha-Jaffar on the bulleted item, the Emporia State University report, announcing the academic progress of the spring 2012 KCKCC graduates. Trustee Daniels asked for a definition of “blended classes.” Dr. Agha-Jaffar said those are online classes that have mandatory face-to-face meetings throughout the year. Trustee Daniels asked about recent articulation agreements. Dr. Agha-Jaffar said those are posted on the website and are broken down by either “general or specific MOUs.” Chairman Ash asked about the new faculty reception. Dr. Agha-Jaffar said it was being held Thursday, Sept. 20th from 2:00-4:00 p.m. in the faculty private dining room. She also said there would be four orientations throughout the year for new faculty. Dr. Givens asked Dr. Agha-Jaffar to comment on the most recent commendation for KCKCC. Dr. Agha-Jaffar explained the KU

Nursing Association agreement enabling KCKCC nursing students to get their Associates degree and transfer to earn their Bachelors. Dr. Agha-Jaffar asked approval for her report. Mr. Townsend made a motion to approve the Vice-President for Academic Affairs report. Trustee Rios seconded and the motion carried.

9. Chairman Ash asked for the **Vice-President for Student and Administrative Services report**. Mr. Brian Bode first congratulated Dr. Baz Abouelenein on receiving his recent doctorate degree. Mr. Bode asked approval to pay the bills. Trustee Rios made a motion to pay the bills. Trustee Daniels seconded and the motion carried.
10. Mr. Bode asked approval of the Financial Report. Trustee Rios, again, noted that KCKCC is using less energy. Trustee Maddox made a motion to accept the Financial Report. Trustee Townsend seconded and the motion carried.
11. Mr. Bode asked approval for items 1-7 under section C of the Financial Report. Trustee Flunder questioned why the expense of the lights and light poles, for the athletic field, was not in the initial financial report. Mr. Bode said this was “forward thinking,” that it was more cost effective to lay the initial foundation rather than to have to worry about the expense at a later time. Trustee Maddox made a motion to approve items 1-7. Trustee Rios seconded and the motion carried.
12. Chairman Ash asked for **Committee Reports**:
 - a) Trustee Maddox introduced the 2012 United Way Campaign PowerPoint presentation. Trustee Maddox pointed out that the presentation was made possible through the efforts of the KCKCC Media Department and said they had done a “great job!”
 - b) Trustee Flunder reported on the recent KACCT (*Kansas Association of Community College Trustees*) retreat and said Chairman Ash was elected Chairman of the state committee. Trustee Flunder said one of the suggestions made to the committee was to meet with legislators during their “off season.” Chairman Ash pointed out that the KACCT logo would change slightly. It would be revised from “Fuel the Economy” to “Kansas Community Colleges Mean Business.” Chairman Ash said this was a direct attempt to support the current governor’s road map for success in the state, particularly small businesses.
 - c) Trustee Breidenthal acknowledged the successful presentation of the Strategic Plan by members of the Strategic Plan Development team, at the September 10th Advancement Council meeting. Trustee Breidenthal said one of the

items, that struck her, was information leading to the sequel for the Listening Project...what had been accomplished as well as ways for the Advancement Council to expand. Trustee Breidenthal announced the next meeting of the Advancement Council will be Monday, October 1st. Patrick McCartney will do a presentation about the Endowment Association.

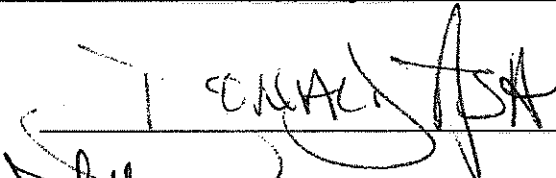
13. Chairman Ash asked for **Miscellaneous Business**. Trustee Daniels made a motion to enter into Executive Session to discuss nonelected personnel matters and for consultation with the college attorney with each matter requiring five minutes each. Trustee Rios seconded and the motion carried. Executive Session began at 11:10 a.m.

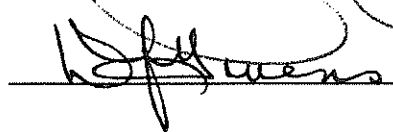
14. Executive Session ended at 11:34 a.m. Trustee Rios made a motion to approve the July 1, 2012-July 30, 2015 Faculty Master Contract. Trustee Maddox seconded and the motion carried.

15. Trustee Townsend made a motion for adjournment. Trustee Maddox (et.al!) seconded and the motion carried.

Meeting of the Board of Trustees Adjourned at 11:35 a.m.

ATTEST:


_____ Chairman


_____ Secretary