A meeting of the Board of Trustees of Cowley County Community College and Area Vocational-Technical School was called to order by the Chair on June 18, 2012, at 6:45 p.m., in the Board of Trustee Conference Room, McAtee Dining Center, on the CCCC campus, 206 South Fourth Street, Arkansas City, Kansas.

**Invocation**
The Invocation was presented by Ron Godsey.

**Call to Order**
Noting a quorum present, the meeting was called to order by Albert Bacastow Jr., Board Chair, and the agenda was established.

**Approval of Board Minutes**
RESOLVED, that the Minutes of the Regular Meeting of the Board of Trustees, conducted on May 21, 2012, are hereby adopted, and the Board Clerk is directed to file the Minutes with the official records of the College.

The motion was seconded by Ron Godsey and carried.

**Financial Reports**
Ron Godsey introduced and moved the adoption of the following resolution:

RESOLVED, that the receipt of the Financial Reports is hereby acknowledged, and the Treasurer is directed to file said reports with the financial records of the College for audit according to the policies of the Board of Trustees and the Statutes of the State of Kansas.

The motion was seconded by Donna Avery and carried.

**Bills & Claims**
Donna Avery introduced and moved the adoption of the following resolution:
RESOLVED, that the fiscal officers of the College are hereby authorized and directed to execute payment of all bills and claims as presented herein, and the Executive Vice-President of Business Services is directed to file the purchase requisitions, purchase orders, and all supporting documents for audit according to the policies of the Board of Trustees and the Statutes of the State of Kansas.

The motion was seconded by Jim Ramirez and carried.

Communications
No communications at this time.

Board Reports
1) Dr. McAtee requested an Executive Session for preliminary discussions relating to property acquisition, and consultation with the governing Board’s legal counsel for twenty minutes.

Ron Godsey introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees convene to Executive Session for preliminary discussions relating to property acquisition and consultation with the governing Board’s legal counsel for twenty minutes.

The motion was seconded by Donna Avery and carried.

The Board of Trustees went into Executive Session at 6:50 p.m. and reconvened at 7:10 p.m.

Ron Godsey introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees approve a three-year lease agreement with Wolfe R.E., L.L.C. and Ronald Flickinger on the college’s automotive and welding buildings in Mulvane.

The motion was seconded by Jim Ramirez and carried.

Mark Paton introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees approve the sale of a trailer home located 315 E. Filmore; Arkansas City, Kansas, at a cost of $3,500.00.

The motion was seconded by Donna Avery and carried.

2) Donna Avery, Mark Paton, Jim Ramirez, Slade Griffiths, and Dr. McAtee attended the KACCT/COP Retreat on June 8-9, at Johnson County Community College.

3) The 43rd Annual Community College Leadership Congress will be held October 10-13, at the Sheraton Hotel & Hynes Convention Center in Boston, Massachusetts. Ron Godsey will be representing Cowley College at this convention.
4) The next regular meeting for the Board of Trustees will be the organizational meeting for 2012-2013, at which time the following actions must be taken:

- Elect a Chairman and Vice-Chairman
- Appoint a Treasurer, Board Clerk, and Board Attorney
- Appoint the Board representative to the KACCT
- Appoint the Board representative to ACCT
- Appoint the Board representative to Professional Negotiations
- Appoint the Board representative to Open Bids
- Appoint the Board representative to the College Endowment Association
- Designate the bank depositories for the College
- Designate the official publication for the College; and
- Establish the time and days of the regular Board meetings.

Dennis K. Shurtz and Ron Godsey were appointed to the nominating committee by Board Chair, Albert Bacastow Jr.

**Administrative Reports**

1) Tony Crouch presented the business services report.

- Wichita Westside Center the work is complete and the center is open.
- Mulvane Center the demolition is underway and completion of project is scheduled for August 7th.
- The Ireland Hall roof is at the end of its life and must be replaced. The College has been allocating the deferred maintenance tax credit funds to this project for the last year and a half with approximately $39,000 raised to date. Two proposals for the roof replacement were provided. The Truett and Mahaney proposal and also the Stanfield proposal. It was recommended that the Truett and Mahaney proposal be accepted as presented. The project will be completed before classes begin in August.

Mark Paton introduced and moved the adoption of the following resolution:

RESOLVED, that the Board of Trustees approve the proposal from Truett and Mahaney to replace the Ireland Hall roof total cost of $94,266.00.

The motion was seconded by Ron Godsey and carried.

2) Slade Griffiths provided the academic report.

- The Criminal Justice program is undergoing significant changes due to TEA/KBOR curricula realignment.
- The final reading, 266.00 Academic Progress Policy, was presented.

3) Sue Saia presented the Student Life report.

- The enrollment report for Summer 2012 is 713.20 FTE as of June 11, 2012 compared to 787.26 FTE as of June 11, 2011. The Fall 2012 figure was 1679.26 FTE as of June 11, 2012 compared to 1702.53 FTE as of June 11, 2012. Summer classes will commence on June 4th.
• The final reading of policies, 428.00 Student Title IX Policy and 475.00 College TB testing was presented.

4) Ben Schears presented the Endowment/Alumni report.
• The Duck Dash was a success and ended with a net income of $18,566.80. The event once again was held at Spring Hill Farms. There were 11 new sponsors added bringing a total of 61 sponsors this year.
• It has been recognized to reconnect with the rural development communities. The Endowment/Alumni office is working on hosting an outdoor chuck wagon dinner event at a ranch near Dexter, Kansas. The entertainment for this event may be a cowboy poet and Humorist Baxter Black.

5) Tony Crouch provided the Athletic report.
• The 3rd Annual Tiger Booster Club Poker Run currently has 30 participants, but registration still continues until the event is held on Saturday, June 30th. This event is a fundraiser for the Tiger Booster Club.
• Richard Speas was named the new Athletic Director and began his duties on June 18th. The Board extended a welcome to Dick Speas and look forward to his wealth of experience and success at the intercollegiate level.
• Summer camps for basketball, softball, and pole vault were conducted with all reporting good participation for the camps.

6) A copy of the College Vehicles Transportation report for the month ending May 2012 indicated total mileage of 38,626.

Ron Godsey introduced and moved the adoption of the following resolution:

RESOLVED, that the actions described in the Business Services, Academic, Student Life, Endowment, and Athletic reports, are hereby approved, and all Correspondence relating thereto be received and filed for future reference.

The motion was seconded by Donna Avery and carried.

Personnel Trans-actions
Jim Ramirez introduced and moved the adoption of the following resolution:

RESOLVED, That the President and the Chairman of the Board of Trustees, are hereby authorized to execute the following personnel transactions:

• Approve list of instructors for Summer 2012 4 week Summer session and 8 week sessions.
• Approve the employment of Linda Kreutzer, Director of Human Resources, at a monthly salary of $4,916.66, plus Support Staff fringe benefits, effective July 1, 2012.
• Approve Dereck Chilcott as Dorm Manager/Assistant Athletic Trainer, at a monthly salary of $2,083.33, plus Support Staff fringe benefits, effective July 1, 2012.
• Approve Kathryn McDonald as Tiger Deli Manager, at a monthly salary of $2,166.66, plus Support Staff fringe benefits, effective July 1, 2012.
• Re-employ Dr. Pat McAtee as President and re-new his contract for one year.
• Re-employ Tony Crouch as Executive Vice-President and extend his contract to June 30, 2014.
• Re-employ Slade Griffiths as Vice-President of Academic Services and extend his contract to June 30, 2014.
• Re-employ Charles McKown as Vice-President of Research and Technology and extend his contract to June 30, 2014.
• Re-employ Sue Saia as Vice-President of Student Life and extend her contract to June 30, 2014.
• Re-employ Ben Schears as Vice-President of Institutional Development and extend his contract to June 30, 2014.
• Re-employ Greg Nichols as Associate Dean of Instruction and extend his contract to June 30, 2014.
• Salary increases of $1,350.00 increase in total salaries or hourly wages for full-time administrators and classified staff, effective July 1 and August 1, respectively.
• No change to the monthly fringe benefit contributions which is currently $540.00.

The motion was seconded by Donna Avery and carried.

Adjournment

With no other business to be considered, Albert Bacastow Jr., Board Chair, declared the meeting adjourned at 7:32 p.m.

Libby Palmer
Board Clerk