A meeting of the Board of Trustees of Johnson County Community College was called to order by the Chair on February 20, 2014, at 5:00 p.m. in the Hugh W. Speer Board Room, 137 General Education Building, on the JCCC campus, 12345 College Boulevard, Overland Park, Kansas.

**Trustees Present:**
- Jerry Cook, Chair
- Greg Musil, Trustee
- David Lindstrom, Treasurer
- Stephanie Sharp, Secretary
- Jon Stewart, Trustee
- Lee Cross, Trustee
- Bob Drummond, Trustee

**Staff:**
- Joe Sopcich, President
- Andy Anderson, Vice President, Academic Affairs/CAO
- Mitch Borchers, Interim EVP, Finance & Administrative Services
- Andrea Broomfield, Professor, English
- Gayle Callahan, Director, Business Office/Bursur
- Vincent Clark, Professor/Chair, History & Political Science
- Gary Cook, Manager, Housekeeping & Custodial Services
- Dennis Day, Vice President, Student Success/Engagement
- Jennifer Ei, Head Coach, Women’s Volleyball
- Eric Elisabeth, Associate Professor, Science
- Steven Giambrone, Associate Professor, Science
- Julie Haas, Associate Vice President, Marketing & Communications
- Rex Hays, Associate Vice President, Campus SRVCS/Fac. Plng.
- Carl Heinrich, Assistant Dean, Athletics
- Diana Hurst, Assoc. Professor, Early Childhood
- Judy Korb, Executive Vice President, Instruction & Operations
- Denise Moore, Vice President, Information Services/CIO
- Mary Nero, Associate Counsel, Policy/Compliance
- Ron Palcic, Professor, Mathematics
- Don Perkins, Associate Vice President, Financial Services/CFO
- Jodi Rogert, Assistant Coach/Adjunct Associate Professor, Athletics
- Patrick Rossol-Allison, Exec. Director, Institutional Effect, Plng/Res
Terri Schlicht, Executive Assistant to the President and Board
Jessica Skaggs, Campus Ledger
Mary Smith, Professor, Nursing
Janelle Vogler, Executive Director, Audit/Advisory Services
Deb Williams, Associate Professor, Science
Tanya Wilson, General Counsel
Ruth Youngberg, Campus Ledger

Students: Lori Angello
Anna Bell
Bethany Farres
Jordan Halsey
Alexis Hartzog
Bailey Pfeiffer
Briana Pontious
Elliot Rogers
Hanna Sittig
Daljana Wallace

Visitors: Ann Arnott
Dick Carter
Mark Ferguson
Honorable Reagan Okumu
Richard Schroder
Mark Thomas
Dr. David Zamierowski

QUORUM Dr. Cook announced the presence of a quorum, with seven board members present.

PLEDGE OF ALLEGIANCE Dr. Cook led the Board of Trustees and other meeting participants in the reciting of the Pledge of Allegiance.

OPEN FORUM Dr. Cook noted there were no requests from the audience to address the board.

AWARDS AND RECOGNITIONS
- JCCC Volleyball – Conference Runner-up and 3rd Place at NJCAA National Tournament
- Jennifer Ei – District Coach of the Year
Dr. Sopcich and the Board of Trustees recognized Virginia Krebs for her commitment to education and for her dedication and service to Johnson County Community College. Virginia Krebs passed away on February 8, 2014.

STUDENT SENATE REPORT

Student Senate President Elliot Rogers provided an update on the Senate’s activities:

• Five new student representatives have been appointed to fill openings on campus-wide committees.
• Two new committees have been formed and bylaws are being established.
• Student Senate members are encouraged to shadow current officers and run for next year’s executive board.

COLLEGE LOBBYIST REPORT

Mr. Carter shared information from the monthly legislative update report with the Board of Trustees.

COMMITTEE REPORTS AND RECOMMENDATIONS

Management Committee

Mr. Stewart stated that the Management Committee did not meet in February.

Learning Quality Committee

Mr. Lindstrom reviewed items from the February 3, 2014 Learning Quality Committee meeting.

Following discussion, upon motion by Mr. Lindstrom, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees accepted the revisions to the Sexual Misconduct Policy – 650.00, as shown on Attachment A, which hereby becomes a part of these minutes.

Human Resources Committee

Dr. Drummond stated that the Human Resources Committee did not meet in February.

Audit

Mr. Musil reviewed items from the February 6, 2014 Audit Committee meeting.
Collegial Steering

Dr. Cook stated that the Collegial Steering Committee did not meet in February.

PRESIDENT’S RECOMMENDATIONS FOR ACTION

Treasurer’s Report

Following discussion, upon motion by Mr. Lindstrom, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the Treasurer’s Report for the month December 2013, subject to audit, as shown on Attachment B, which hereby becomes a part of these minutes.

Clinical Affiliate Agreements

Following discussion, upon motion by Mr. Musil, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees authorized the College to enter into an agreement with Children’s Mercy Hospital for the clinical experience, Medical Coding, for the period February 21, 2014 through June 30, 2014.

Following discussion, upon motion by Ms. Sharp, seconded by Mr. Musil, which motion unanimously carried, the Board of Trustees authorized the College to enter into an agreement with Gardner Healthmart Pharmacy & Immunization Clinic for the clinical experience, Pharmacy Technician, for the period February 21, 2014 through June 30, 2014.

President’s Monthly Report to the Board

Dr. Sopcich shared information from the president’s monthly report with the Board. Items highlighted include:

- Recognized the outstanding efforts of Julie Haas, Alisa Pacer, Greg Russell and Mitch Borchers for the collection of information necessary in order to make a decision to cancel class for two days due to snow. The grounds crew of Dean Spalding, Terry Horan, Brett Edwards, Marc Bouton, Kevin Siems, Leon Zook and John Ingold were applauded for all their hard work in getting the campus ready to re-open after the snowfall.
- Recognized and thanked Mitch Borchers for his excellent
leadership as Interim Executive Vice President of Administrative Services; Barbara Larson will begin employment February 24, 2014.

- Trustee Lindstrom provided a report on the Trustee use of College resources and reimbursement guidelines committee that he chaired. A draft will be sent to the full Board for review prior to the March Board meeting. Trustee Lindstrom thanked fellow Board members Stephanie Sharp and Bob Drummond for serving on the committee.

- Recognized Casey Wallace for re-energizing JCCC’s recruiting efforts.

- Recognized Dr. Korb for launching a new initiative regarding enrollment and recruitment.

Operations and Instruction – Dr. Korb:

- The new enrollment and recruitment committee has identified improvement processes; focus is institutional rather than departmental. A comprehensive plan will be presented in April.

Academic Affairs – Andy Anderson:

- Recognized the faculty for their hard work and impressive level of participation, especially regarding their efforts on JCCC’s three action projects with the Higher Learning Commission. Faculty members were also recognized for their extensive engagement with the community.

- Expressed sincere condolences to the Krebs family. “Thinking of Virginia and Fred, we especially remember the community values expressed by their lives and others like them who have been inspirational in the founding of Johnson County Community College. Those community values engender dreams and deep thoughts about important things, permanent things that are good, true and beautiful. We express our gratitude to that family.”

Information Services – Denise Moore

- The new online application for admissions launched this week. The application has a greater focus on the student experience and allows JCCC to establish and track the customer relationship. Additionally, the application allows JCCC to proactively monitor application completion.

REPORTS FROM
BOARD LIAISONS

Kansas Association of Community College Trustees

Dr. Cook reported that Mr. Lindstrom attended the February 13, 2014 KACCT meeting and 19th Annual PTK luncheon in Topeka. Highlights of the meeting include:
- Two JCCC Phi Theta Kappa students, Marcela deCarvalho and Amy Reinhardt, were honored at the luncheon for Academic Scholars.
- Thanked Dick Carter for his facilitation and participation at the KACCT legislative reception in Washington, DC on February 11, 2014.

Johnson County Research Triangle

Mr. Musil reported that JCERT met on February 10 at the K-State Olathe campus. He also stated that in April a public invitation will be sent from the JCERT Authority for an event which will highlight the accomplishments of the past five years. The next JCERT meeting is scheduled for May.

Faculty Association

Dr. Williams presented the Faculty Association report. Items and accomplishments highlighted include:
- Work is almost completed on the discipline area determination project and it will be finalized by the March 4 deadline.
- Faculty and administration have reached an agreement to remove the reading readiness requirement. Conversations are being held to ensure that students who need services will be identified and that these services will be made available to them.
- Faculty has been involved in brainstorming sessions regarding enrollment and remain very engaged in creating solutions.

CONSENT AGENDA

Following discussion, upon motion by Dr. Drummond, seconded by Mr. Lindstrom, which motion unanimously carried, the Board of Trustees approved the consent agenda, including the Human Resources Addendum, as shown on Attachment C, which hereby becomes a part of these minutes. The consent agenda items included the following:
Minutes
Minutes from the January 16, 2014, Board of Trustees meeting.

Cash Disbursement Report
Ratified the total cash disbursements, as shown on Attachment D, which hereby becomes a part of these minutes, for the total amount of $4,816,246.62.

Curriculum
Changes to the curriculum, as shown on Attachment E, which hereby becomes a part of these minutes.

Grants, Contracts and Awards
The acceptance of grants, as shown on Attachment F, which hereby becomes a part of these minutes, and the authorization to expend funds in accordance with the terms of the grants.

Retirements
Retirements as follows:

MARILYN GEERDES (KPERS), Administrative Assistant, Continuing Education, Instruction and Operations, effective April 30, 2014.

BIRGIT LOVE (KPERS), Administrative Assistant, English and Journalism, Academic Affairs, Instruction and Operations, effective May 30, 2014.

KATHLEEN JOHNSON (KPERS), Administrative Assistant, Business, Academic Affairs, Instruction and Operations, effective July 7, 2014.

JERRY NAAS (JCCC/KPERS), Sergeant, Police Department, Finance and Administrative Services, effective July 31, 2014.

BARBARA SOUTHERN (JCCC/KPERS), Administrative Assistant, Marketing Communications, Instruction and Operations, effective July 31, 2014.

KAREN ZNIDARSIC (JCCC/KPERS), Administrative Assistant, Instruction, Academic Affairs, Instruction and Operations, effective July 31, 2014.

DONALD PERKINS, Associate Vice-President, Finance
Services/CFO, Finance and Administrative Services, effective January 30, 2015.

Resignations

Resignation as follows:

MYSTI MEIERS, Recruitment Specialist, Enrollment Management, Student Success and Engagement, Instruction and Operations, effective January 24, 2014.

Professor/Counselor Emeritus Status

Professor/Counselor Emeritus Status as follows:

JULANE CRABTREE
SUSAN PETTYJOHN

Separations

Separations as follows:

LAURA JOHANNESMEYER, Community Career Services Coordinator, Continuing Education Operations, Continuing Education and Organizational Development, Instruction and Operations, effective February 5, 2014.

KENT SMITH, Museum Coordinator, Institutional Advancement, President’s Branch, effective February 6, 2014.

DEE THOMASON, Direct Mail Coordinator, Marketing Communications, Instruction and Operations, effective February 7, 2014.

EILEEN O’NEILL, Administrative Assistant, Artistic Performing Arts, Institutional Advancement, President’s Branch, effective February 8, 2014.

MARTHA HOWERTON, Museum Store Clerk, Institutional Advancement, President’s Branch, effective March 8, 2014.

GLEN MOSER, Coach/Professor, Athletics, Student Success and Engagement, Instruction and Operations, effective May 28, 2014.
Employment – Regular

Regular employment in classifications indicated, as shown on Attachment G, which hereby becomes a part of these minutes.

Employment – Temporary

Temporary employment in classifications indicated, as shown on Attachment H, which hereby becomes a part of these minutes.

ADJOURNMENT

Upon motion by Ms. Sharp, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees meeting was adjourned at 6:00 p.m.

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Gerald L. Cook
Chair

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Greg Musil
Vice Chair