MINUTES OF A MEETING OF THE BOARD OF TRUSTEES
OF
JOHNSON COUNTY COMMUNITY COLLEGE

A meeting of the Board of Trustees of Johnson County Community College was called to order by the Vice Chair on July 17, 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: Greg Musil, Vice Chair
Stephanie Sharp, Secretary
Jon Stewart, Trustee
Lee Cross, Trustee
Bob Drummond, Trustee

Absent: Jerry Cook, Chair
David Lindstrom, Treasurer

Staff
Joe Sopcich, President

Michael Abell, Campus Ledger
Andy Anderson, Vice President, Academic Affairs/CAO
Molly Baumgardner, Coordinator, Journalism/Media Comm.
Mitch Borchers, Associate Vice President, Business Services
Bill Brown, Dean, Technology
Malinda Bryan-Smith, Director, SBDC
Gary Cook, Director, Housekeeping Services/Haz Mat Control
Corbin Crable, Coordinator, Journal/Ledger Advisor
Dennis Day, Vice President, Student Success/Engagement
Julie Haas, Associate Vice President, Marketing Communications
Rex Hays, Associate Vice President, Campus SRVCS/Fac. Plng.
Diana Hurst, Assoc. Professor, Early Childhood
Nathaniel Jones, Sr Multimedia Eng. & Event Spec.
Judy Korb, Executive Vice President, Instruction & Operations
Barbara Larson, Executive Vice President, Fin. & Admn. Sves.
Karen Martley, Associate Vice President, Cont. Educ. & Org. Dev.
Denise Moore, Vice President, Information Services/CIO
Terry Murphy-Latta, Director, NARS
Alisa Pacer, Emergency Preparedness Manager
Ron Palcic, Professor, Mathematics
Don Perkins, Associate Vice President, Financial Services/CFO
Patrick Rossol-Allison, Exec. Dir., Institutional Effect, Plng/Res
John Russell, Professor/Chair, Library
Terri Schlicht, Executive Assistant to the President and Board
Valerie Velikaya, Campus Ledger
Deb Williams, Associate Professor, Science
Tanya Wilson, General Counsel

Visitors: Dick Carter
Mark Ferguson
Kerry Norbury

QUORUM Mr. Musil announced the presence of a quorum, with five board members present.

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

OPEN FORUM Mr. Musil noted there were no requests from the audience to address the 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. Musil reviewed items from the July 2, 2014 Management Committee meeting.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved:

- Statement of work #2 under the master training services agreement between BNSF Railway Company and Johnson County Community College. SOW#2 pertains to JCCC’s National Academy of Railroad Sciences provision of credit courses to BNSF employees and general JCCC college students.
- Statement of work #3 under the master training services agreement between BNSF Railway Company and Johnson County Community College. SOW#3 identifies
joint works between the parties, authorizes JCCC to sublicense joint works to third-party colleges as part of the NARS certified training program, and sets forth the services provided by each party as part of the new NARS certified training program.

- The NARS certified training program agreement with Carl Sandburg College to certify the Carl Sandburg railroad training program as a NARS-certified program.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved the FY 2014-2015 Management Committee working agenda, as shown on Attachment A, which hereby becomes a part of these minutes.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved the UMB Bank organization resolution and agreement for the fiscal year 2015, as shown on Attachment B, which hereby becomes a part of these minutes.

Following discussion, upon motion by Mr. Musil, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees extended the current banking service agreement and designate US Bank as the official depository bank for the federal Perkins loan program for fiscal year 2015 and adopt the corporate certificate of authority, as shown on Attachment C, which hereby becomes a part of these minutes.

Following discussion, upon motion by Mr. Musil, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees authorized the transfer of $41,668 from the general fund to the adult supplementary education fund as permitted under K.S.A. 71-614.

Following discussion, upon motion by Mr. Musil, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to authorize the publication of the notice of public hearing of the 2014-2015 budget and budget summary,
subject to adjustment as actual expenditure figures are available. Furthermore, it is the recommendation of the Management Committee that the board of trustees accept the recommendation of the college administration to authorize the publication of the “Notice of Vote” should it be required under the provisions of HB 2047.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the low bids of $73,323.00 from Midway Ford Truck Center, $21,582.00 from Olathe Ford, and $35,127.00 from Shawnee Mission Ford, for a total expenditure of $130,032.00 for vehicles.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Cross, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the low bid of $99,930.00 from MC Power Companies, Inc., plus an additional $9,993.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed $109,923.00 for OCB restroom renovations.

Learning Quality Committee
Mr. Cross reviewed items from the July 7, 2014 Learning Quality Committee meeting.

Human Resources Committee
Ms. Sharp reviewed items from the July 7, 2014 Human Resources committee meeting.

Following discussion, upon motion by Ms. Sharp, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees approved the FY 2014-2015 Human Resources Committee working agenda, as shown on Attachment D, which hereby becomes a part of these minutes.
Treasurer’s Report

Following discussion, upon motion by Mr. Musil, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the Treasurer’s Report for the month of May 2014, subject to audit, as shown on Attachment E, which hereby becomes a part of these minutes.

Strategic Plan

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved the strategic plan for Johnson County Community College for 2014-2017.

President’s Monthly Report to the Board

Dr. Sopcich introduced the Cabinet Lightning Round:

Information Services – Ms. Moore:
The college has been provided the opportunity to collaborate with Johnson County, Lenexa, and Olathe to extend county and city fiber in conjunction with the Gateway street improvement project. In addition, the college will be replacing fiber along College Boulevard. These two projects will prove beneficial to the college’s ability to meet growing technological demands and will provide the college access to the county and city fiber. They will be funded by the $3 per credit hour technology fee that was instituted in 2010.

Campus Services – Mr. Hays:
The annual masonry repair project is underway for the Commons, GEB, and CSB buildings. This project will take six months to complete. Other campus services projects include roof replacement, asphalt and concrete repair, and parking garage repair.

Student Success & Engagement – Dr. Day:
Summer enrollment came in .8% higher than last summer in terms of credit hours, while peer institutions in the Kansas City area have reported a decline in their summer enrollment numbers.

Dr. Day highlighted the successful partnership between JCCC and the Veterans Administration. This partnership enables the college to employ a veterans’ counselor on campus, as well as a work study employee to assist veterans in their transition to the college. In addition, JCCC offers grant money to veterans returning to school,
and we have a committed group of veterans who are dedicated to providing support to other veterans. At present, we have approximately 500 veterans at JCCC. With our Veterans Office and Veterans Center, we have the opportunity to expand our services to veterans and perhaps become a regional center for the Kansas City area.

Dr. Sopcich then provided highlights of the college’s activities:
- JCCC was honored to host a panel discussion group comprised of Japanese business leaders who are visiting the United States to discuss the economic relationship between our two countries.
- Last week Dr. Sopcich attended a five-day seminar for first-time college presidents hosted by the Harvard Graduate School of Education. There were fifty first-time presidents, as well as sitting presidents who facilitated the sessions. The two most important common issues for the colleges were adaptation to change and the importance of contributing to student success.

REPORTS FROM BOARD LIAISONS

Johnson County Research Triangle
Mr. Musil reported that the next meeting is scheduled for 7:30 a.m. on August 4 at the KU Cancer Center. He also stated that sales tax revenues continue to come in slightly above last year.

Foundation
Ms. Sharp reported that the Foundation executive committee has not met since the last board meeting. She also stated that the next “Beyond Bounds Electric” fundraiser event will be held October 18.

Faculty Association
Dr. Williams presented the Faculty Association Report. Updates include:
- The completion of the summer session marks the final transition to our new learning management system, D2L. Thank you to the ed. tech team for their assistance in making the transition a smooth one.
- Discussion is taking place regarding the selection of faculty members to join the Strategic Plan committees for the tasks identified with each goal.
• The annual New Faculty Luncheon is scheduled for August 8.

CONSENT AGENDA

Mr. Stewart asked that the Grants, Contracts and Awards section, XII.A3, be pulled for separate consideration. Mr. Andy Anderson reviewed and clarified information related to the summary of grants.

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

Minutes

Minutes from the June 19, 2014, Board of Trustees meeting.

Cash Disbursement Report

Ratified the total cash disbursements, as shown on Attachment G, which hereby becomes a part of these minutes, for the total amount of $5,366,731.11.

Transfer to JCCC Foundation Tribute Fund

Transfer of $150 from the general fund to the JCCC Foundation student scholarship fund in honor of Karen Znidarsic.

Transfer to Foundation, Bookstore

Transfer of $370.00 from the auxiliary fund to the Foundation’s general book scholarship fund.

Retirements

Retirements as follows:

CARL SMITH (JCCC/KPERS), Custodial Supervisor, Campus Services, Finance and Administrative Services, July 21, 2014

ALETHA DOUGLAS (KPERS), Access Control Assistant, Police Department, Finance and Administrative Services, July 31, 2014

OLLIE FOULK (JCCC/KPERS), Library Assistant, Academic Support, Academic Affairs, Instruction and Operations, December 31, 2014

MARSHA COUSINO (JCCC/KPERS), Professor/Librarian, Academic Support, Academic Affairs, Instruction and Operations, December 31, 2014
MARY TOEPFER (JCCC/KPERS), Accounting Specialist, Financial Services, Finance and Administrative Services, December 31, 2014

Resignations

Resignations as follows:

SARAH BISHOP, Grant Professional, Grants and Leadership Development, Instruction and Operations, August 22, 2014

BENJAMIN HOWARD, Transcript Analyst, Enrollment Management, Student Success and Engagement, Instruction and Operations, July 8, 2014

LEAH JANSEN, Administrative Assistant, Continuing Education, Instruction and Operations, July 22, 2014

Separation

Separation as follows:

RODNEY HACKMAN, Locksmith Technician, Campus Services, Finance and Operations, effective July 14, 2014

Employment – Regular

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

Employment – Temporary

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

Grants, Contracts and Awards

Following discussion, upon motion by Mr. Stewart, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees accepted the Grants, Contracts and Awards section of the Board packet, as shown on Attachment J, which hereby becomes a part of these minutes, and the authorization to expend funds in accordance with the terms of the grants.

EXECUTIVE SESSION

At 6:40 p.m., upon motion by Dr. Drummond, seconded by Mr. Cross, which motion unanimously carried, the Board of Trustees agreed to recess to executive session to discuss personnel matters of nonelected personnel, in order to protect the privacy interests of the individual(s) to be discussed; and for the purpose of
consultation with an attorney which would be deemed privileged in the attorney-client relationship, in order to protect the privilege and the Board’s communications with its attorney on legal matters, to return in 20 minutes. Invited to participate were Joe Sopcich, Tanya Wilson, Judy Korb, Terri Schlicht, Barbara Larson, and Mark Ferguson.

At 7:00 p.m., the meeting reconvened and the Vice Chair announced that no action had taken place during executive session.

ADJOURNMENT

Upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees meeting was adjourned at 7:00 p.m.

Gerald L. Cook
Chair

Greg Musil
Vice Chair