A meeting of the Board of Trustees of Johnson County Community College was called to order by the Chair on June 18, 2015, 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, Vice Chair  
Jon Stewart, Trustee  
Stephanie Sharp, Secretary  
Lee Cross, Trustee

Absent:  
David Lindstrom, Treasurer  
Bob Drummond, Trustee

**Staff**  
Joe Sopcich, President

Andy Anderson, Vice President, Academic Affairs/CAO  
Molly Baumgardner, Coordinator, Journalism/Media Comm.  
Mitch Borchers, Associate Vice President, Business Services  
James Drone, Dr. Client Tech. Analyst, Client Support Services  
Julie Haas, Associate Vice President, College and Community Relations  
Rex Hays, Associate Vice President, Campus SRVCS/Fac. Plng.  
Joyce Jackson, Computer Lab Assistant, Academic Technology Services  
Nathaniel Jones, Sr Multimedia Eng. & Event Spec.  
Judy Korb, Executive Vice President, Instruction & Operations  
Barbara Larson, Executive Vice President, Financial & Administrative Services  
Rachel Lierz, Associate Vice President, Finance Services/CFO  
Karen Martley, Associate Vice President, Continuing Educ. & Org. Dev.  
Christy McWard, Interim Executive Director, Marketing & Communications  
Mary O’Sullivan, Director, Client Support Services  
Alisa Pacer, Emergency Preparedness Manager  
Ron Palcic, Professor, Mathematics  
Terri Schlicht, Executive Assistant to the President and Board  
Sandra Warner, Deputy CIO/Director, ACS  
Randy Weber, Vice President, Student Success/Engagement  
Tanya Wilson, General Counsel

**Students**  
Sarah Truluck
Quorum

Dr. Cook announced the presence of a quorum, with five 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.

College Lobbyist Report

In Dick Carter’s absence, Dr. Sopcich shared information from the monthly legislative update.

Committee Reports and Recommendations

Collegial Steering Committee

Dr. Cook reported that the Collegial Steering Committee did not meet in June.

Human Resources Committee

Ms. Sharp reported that the Human Resources Committee did not meet in June.

Learning Quality Committee

Mr. Cross reviewed items from the June 1, 2015 Learning Quality Committee meeting.

Management Committee

Mr. Musil reviewed items from the June 3, 2015 Management Committee meeting.

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 adopt a resolution authorizing the offering for sale of Student Commons and Parking System Refunding Revenue Bonds in the approximate principal amount of $4,295,000, 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 accepted the recommendation of the college administration to designate The Legal Record, The Shawnee Dispatch and Gardner News as official newspapers of the college and that publication constitutes legal notice on behalf of the board of trustees.

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 retention of Gilmore & Bell as bond counsel for fiscal year 2015-2016.

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 retention of Piper Jaffray as financial advisor for fiscal year 2015-2016.

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 renewal of the annual contract for beverages with Pepsi Beverages Company, at an annual expenditure not to exceed $220,000.00.
- The renewal of the annual contract for housekeeping services with ABM Janitorial Services – North Central, Inc. at an annual expenditure not to exceed $760,044.33.
- The renewal of the annual contracts for furniture with BA Designs, LLC; Encompas; The John A. Marshall Company; Scott Rice Office Works; and Spaces, Inc., at a total annual expenditure not to exceed $700,000.00.
- The renewal of the annual contracts for fine paper in amounts not to exceed $125,000.00 from Shaughnessy and $25,000.00 from Unisource, for a total expenditure not to exceed $150,000.00.
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 lowest proposal of $102,306.00 from TeamDynamix, for the purchase of an Information Technology Service Management (ITSM) system.

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 lowest acceptable bids of $833,990.90 from Delta Innovative Services, Inc., and $257,710.00 from Kaw Roofing & Sheet Metal, Inc., plus an additional $109,170.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed $1,200,879.90 for roof replacements.

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 acceptable low bid of $327,289.00 from McConnell and Associates Corp., Inc., plus an additional $32,729.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed $360,018.00 for pavement maintenance and concrete restoration.

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 lowest proposal from Loyd Builders, Inc. in the amount of $172,750.00, plus an additional $17,275.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed $190,025.00 for the Nerman Museum of Contemporary Art Gallery Remodel.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees accepted the administration’s recommendation to exercise the five year lease extension for the West Park Center leases per agreement, subject to review by college counsel.
Nominating Committee  Ms. Sharp announced the slate of names for all officer, committee and liaison positions for the 2015-2016 fiscal year.

OFFICERS:
Chair: Greg Musil
Vice Chair: Stephanie Sharp
Treasurer: David Lindstrom
Secretary: Bob Drummond

COMMITTEES:
Management: Jerry Cook - Chair
Dave Lindstrom
Lee Cross

Human Resources: Bob Drummond - Chair
Nancy Ingram

Learning Quality: Lee Cross - Chair
Nancy Ingram

Audit Committee: Stephanie Sharp - Chair
Greg Musil

Collegial Steering: Stephanie Sharp
Greg Musil - Chair

LIAISONS:
Foundation: Nancy Ingram - Chair
Jerry Cook

KACCT: Jerry Cook

JCERT: David Lindstrom

Following discussion, upon motion by Ms. Sharp, seconded by Mr. Musil, it is the recommendation of the Nominating Committee that the Board of Trustees approve the 2015-2016 slate of officers, committee and liaison assignments.
FOR ACTION

Treasurer’s Report

Following discussion, upon motion by Dr. Cook, 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 April 2015, subject to audit, as shown on Attachment B, which hereby becomes a part of these minutes.

Advisory Committees 2015-2016

Upon motion by Mr. Musil, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees authorized the college to approve the advisory committees contained in Supplement B, from July 1, 2015 through June 30, 2016.

President’s Monthly Report to the Board

Dr. Sopcich presented the monthly report with the following highlights:

- Recognition to the counseling center staff for their successful efforts, as evidenced by the three year historical data and ongoing trends that are published in the monthly report.
- An overview of summer enrollment: it is slightly below last year; headcount is down 2.5% and credit hours are down 3.7%. We have 8,410 students on campus this summer; 32% are full-time and 61% are continuing JCCC students. The percentage of non-white students is 25%. Of particular interest is the fact that only 59% of JCCC students attend the main campus, while 38% are online students.
- The college’s financial status as of April 30 is very positive. General fund revenues are up 2.3% from last year and expenses remain flat. Our unencumbered balance is up 17% from last year.
- A luncheon was held on June 2 to celebrate JCCC retirees and their continued contributions to our college. The new Wall of Honor selections will be unveiled in August.
- The Overland Park Chamber’s June publication featured an article written by Chamber President Tracey Osborne, which highlighted JCCC and our importance to the community.
- During the week of June 1, our hospitality and culinary program hosted an international culinary competition which included schools from Hong Kong, Great Britain, Australia, and New Zealand. Congratulations to Ona Ashley and Felix
Sturmer for a very successful event.

- JCCC student Matt Phillips won the National Chaine Des Rôtisseurs young chef competition held June 12-14 in Las Vegas and will now represent the United States in international competition in Budapest, Hungary. This will be the first time that JCCC has been represented in the international competition.
- Dr. Sopcich then highlighted the top ten accomplishments for the past year.

REPORTS FROM BOARD LIAISONs

Faculty Association
Mr. Palcic presented the faculty association report and took the opportunity to recognize Dr. Cook and Mr. Stewart for their service to the college.

Johnson County Research Triangle
Mr. Musil stated that there has been no meeting since the last board of trustees meeting. Sales tax revenue continues to come in slightly ahead of last year.

Kansas Association of Community College Trustees
Dr. Cook provided highlights of the recent KACCT/COP meeting at Barton Community College:
- Orientation session for nineteen new trustees, including our trustee-elect Nancy Ingram
- The KACCT trustees discussed challenges, accomplishments and how to be a part of the solution.
- A presentation was delivered by Myrna Perkins, director of financial aid at Barton Community College, on the new federal financial aid policies.
- New KACCT officers were elected.
- The meeting ended with a joint session including KACCT trustees and community college presidents.

CONSENT AGENDA
Following discussion, upon motion by Mr. Musil, seconded by Mr. Cross, 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 May 14, 2015, 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 $3,801,523.64.

Grants, Contracts and Awards

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

Curriculum

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

Affiliation Cooperation, Articulation and Reverse Transfer Agreements for Credit Instruction

Authorized the College to enter into agreements with the agencies/institutions, as shown on Attachment G, which hereby becomes a part of these minutes.

Affiliation Cooperation, Articulation and Reverse Transfer Agreements for Continuing Education

Authorized the College to enter into agreements with the agencies/institutions, as shown on Attachment H, which hereby becomes a part of these minutes.

Meeting Dates FY15-16

Meeting dates for 2015-2016, as shown on Attachment I, which hereby become a part of these minutes.

Separations

Separations as follows:

SHALIA SATTER, Recruiter, Student Success and Engagement, Instruction and Operations, effective June 1, 2015

Employment – Regular

Regular employment in classifications indicated, as shown on Attachment J, which hereby becomes a part of these minutes.
Employment – Temporary
Temporary employment in classifications indicated, as shown on Attachment K, which hereby becomes a part of these minutes.

Professor/Counselor Emeritus Status
Robert Pinker, Professor, Science
Charis Sawyer, Professor, Reading

Retirement
Retirements as follows:
DEANNA STAPLES, JCCC/KPERS, Academic Scheduling Coordinator, Academic Support, Instruction and Operations, effective December 31, 2015

Resignation
Resignations as follows:
NATHANIEL JONES, Sr. Multimedia Eng. & Event Spec., Information Services, Finance and Administrative Services, effective June 25, 2015

EXECUTIVE SESSION
At 5:55 p.m., upon motion by Mr. Musil, 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. Executive session began at 6:05 to return in 45 minutes. Invited to participate were Joe Sopcich and Tanya Wilson.

At 6:50 p.m., the meeting reconvened. Upon motion by Mr. Cross, seconded by Mr. Musil, which motion unanimously carried, the Board of Trustees agreed to extend the 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. Executive
session began at 6:52 to return in 15 minutes. Invited to participate were Joe Sopcich and Tanya Wilson.

At 7:06 p.m., the meeting reconvened and the Chair announced that no action had taken place during executive session.

COLLEGE PRESIDENT’S CONTRACT

Upon motion by Mr. Musil, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved the college president’s employment agreement as presented.

ADJOURNMENT

Upon motion by Ms. Sharp, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees meeting was adjourned at 7:09 p.m.

Gerald L. Cook
Chair

Greg Musil
Vice Chair