A meeting of the Board of Trustees of Johnson County Community College was called to
order by the Chair on May 14, 2015, at 4:30 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
- David Lindstrom, Treasurer
- Jon Stewart, Trustee
- Stephanie Sharp, Secretary
- Lee Cross, Trustee
- Bob Drummond, Trustee

**Staff:**
- Joe Sopcich, President
- Michael Abell, Campus Ledger
- Andy Anderson, Vice President, Academic Affairs/CAO
- Jason Arnett, Supervisor, Coffee Bar Operations
- Christina Bechtel, Sr. Graphics Designer, Publications
- Mitch Borchers, Associate Vice President, Business Services
- Malinda Bryan-Smith, Director, SBDC
- Nancy Carpenter, Professor, Mathematics
- Travis Garrod, Sr. Client Tech Analyst
- Jay Glatz, Manager, Dining Services
- Anthony Graham, Campus Ledger
- Julie Haas, Associate Vice President, College and Community Relations
- Melanie Harvey, Associate Professor, Science
- Rex Hays, Associate Vice President, Campus SRVCS/Fac. Plng.
- Marie Horvat, Student Engagement Ambassador
- Cherie Jenkins, Assistant Manager, Catering/Café Tempo
- Nathaniel Jones, Sr Multimedia Eng. & Event Spec.
- Judy Korb, Executive Vice President, Instruction & Operations
- Jim Lane, Dean, Arts, Humanities, Social Science
- Barbara Larson, Executive Vice President, Financial & Administrative Services
- Bear Lee, Student Engagement Ambassador
- Rachel Lierz, Associate Vice President, Finance Services/CFO
- Karen Martley, Associate Vice President, Continuing Educ. & Org. Dev.
- Christy McWard, Interim Executive Director, Marketing & Communications
- Ron Palcic, Professor, Mathematics
Dr. Cook announced the presence of a quorum, with seven board members present.

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

At 4:30 p.m., upon motion by Mr. Musil, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees agreed to recess to executive session for the purpose of consultations with the Board’s bargaining representation in employer-employee negotiations, to protect the public interest in negotiating a fair and equitable contract. Executive session began at 4:35 to return in 30 minutes. Invited to participate were Joe
Sopcich, Judy Korb, Barbara Larson, Andy Anderson, Jim Lane, Becky Centlivre, Susan Rider, Tanya Wilson and Melody Rayl.

At 5:00 p.m., the meeting reconvened and the Chair announced that no action had taken place during executive session.

OPEN FORUM

Dr. Cook noted there was one request from the audience to address the board. Mr. Marvin Franks, area HR Manager, UPS, Lenexa, Kansas, spoke about the positive partnership between JCCC and UPS.

AWARDS AND RECOGNITIONS

Jason Arnett, Christina Bechtel, Jay Glatz and Cherie Jenkins

National Association of College and University Food Services, Gold Award

Model United Nations Team

Distinguished Delegation Award, Two Outstanding Position Paper Awards, and Outstanding Delegates’ Choice Award

STUDENT SENATE REPORT

Student Senate President Jeff Redmond provided his final student senate report with highlights of accomplishments/events during the past month:

- The Student Senate has funded initiatives for the Veterans Club, Students of Kansas Association of Interpreters, Latinos United Now and Always, and was able to assist one student who requested funding for an honors contract.
- Student Senate has elected the officers for next year: President, John Rives; Vice President, Samantha Ricci; Parliamentarian, Michel Wagner; Treasurer, Vivian Law; and Secretary, Carissa Stefani.
- Chief of Police Gregory Russell was invited to speak once again to the Student Senate on the subject of leadership and responsibility.
- In collaboration with the Student Senate and the International Club, Student Senator Ada Thapa organized a fundraiser and raised over $2,000 for relief efforts in Nepal.

COLLEGE LOBBYIST REPORT

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

Audit
Mr. Musil reviewed items from the May 7, 2015 Audit Committee meeting. Minutes from this meeting will be included in the June board packet.

Collegial Steering
Dr. Cook reviewed items from the May 5, 2015 Collegial Steering Committee meeting.

Human Resources Committee
Ms. Sharp reviewed items from the May 4, 2015 Human Resources Committee meeting.

Following discussion, upon motion by Ms. Sharp, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the following:

- Authorize the president to negotiate a contract, subject to review by college counsel, for the provision of employee assistance plan (EAP) administration with ComPsych Guidance Resources for a period beginning August 1, 2015 through May 31, 2016. The annual subscriber rate for the EAP is $18.24 per benefit eligible participant. This rate represents an approximate 16% decrease from FY 2014/2015 annual subscriber rate.
- Authorize a flex-credit amount of $1,108.94 per member per month per full-time position, where the member has a benefit eligibility date prior to June 1, 2014 and elects to participate in the flex-credit program, to be used to purchase benefits within the flex benefit plan. This represents a 0% increase in fixed flex-credit funding for the period June 1, 2015 through May 31, 2016.
- Authorize a contribution for full-time benefit-eligible staff members to their individual 403(b) account, for the period June 1, 2015 through May 31, 2016: Equal to 7% of a benefit-eligible staff members’ base salary for each full-time position:
  1. With a benefit eligibility date prior to June 1, 2014, and
2. The member elects to participate in the flex-credit funding program; or

Equal to 8% of a benefit-eligible staff members’ base salary for each full-time position:

1. With a benefit eligibility date on or after June 1, 2014; or

2. With a benefit eligibility date prior to June 1, 2014 and the member has irrevocably elected to no longer participate in the flex-credit funding program.

- Authorize a retirement incentive program for full-time benefit-eligible staff members, during the fiscal year July 1, 2015 to June 30, 2016, where the staff member meets the full benefit eligibility requirements with the Kansas Public Employees Retirement System (KPERS) and has a minimum of fifteen (15) years of full-time service at the college. The basic elements of the retirement incentive program are as follows:

  1. College will make a tax free contribution, on behalf of the benefit-eligible staff member, to a health reimbursement account (HRA) whose reimbursement provisions operate similar to a health savings account.

  2. The contribution amount is based on accrued sick leave, capped at 1,000 hours of earned and unused sick leave at time of retirement (prorated based on a 2080 standard work year.) Maximum payout will equal 1,000 hours divided by 2080 hours or 48.1% of base salary.

  3. Applications to be accepted between September 15 and September 30, 2015 on a first come, first considered basis, and may be capped and/or deferred based on disruption to operations, replacement potential, number of requests per department, and transition plan.

  4. During the fiscal year in which the retirement incentive program is offered, the retirement notification award program ($5000 or $7500 one-time notification award) for benefit-eligible staff members will be suspended.
Following discussion, upon motion by Ms. Sharp, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to authorize salary adjustments equivalent to a 2.75% increase for all non-probationary, non-bargaining unit salaried and full-time and part-time hourly employees employed as of June 30, 2015, to be effective July 1, 2015.

Following discussion, upon motion by Ms. Sharp, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the proposed amendments to the Probationary Period Policy, 415.06; the Resignations Policy, 415.07; the Suspension, Demotion and Termination Policy, 415.08; and the Discrimination, Harassment or Retaliation Policy, 420.01; as shown on Attachments A, B C, and D, which hereby become a part of these minutes.

Learning Quality Committee
Mr. Cross reviewed items from the May 4, 2015 Learning Quality Committee meeting.

Management Committee
Mr. Musil reviewed items from the May 6, 2015 Management Committee meeting.

Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, which motion carried by a vote of 6-1, with Mr. Cross voting against, the Board of Trustees accepted the recommendation of the college administration to approve the FY 2015-16 Management Budget, subject to adjustments required when final beginning balances and assessed valuation amounts have been determined.

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 proposal from U.S. Bank National Association for the establishment of an agreement for banking services with annual fees estimated to be $64,485.00, based upon projected annual volumes for products and services.
specified within the RFP, and annual earnings estimated in the amount of $67,500.00.

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 proposal from L-3 D.P. Associates, SLC for the Police Academy Traffic Simulator in the amount of $112,999.00.

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 enter into an agreement with KCP&L to install six electric vehicle charging stations at campus facilities.

PRESIDENT’S RECOMMENDATIONS FOR ACTION

Treasurer’s Report

Following discussion, upon motion by Mr. Lindstrom, 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 March 2015, subject to audit, as shown on Attachment E, which hereby becomes a part of these minutes.

Faculty Association Contract

Upon motion by Dr. Drummond, seconded by Mr. Cross, which motion unanimously carried, the Board of Trustees accepted the modifications and ratified the terms of the Negotiated Agreement with the Faculty Association for the three (3) year term from 7/1/15 to 6/30/18, as shown on Attachment F, which hereby becomes a part of these minutes.

President’s Monthly Report to the Board

Dr. Sopcich introduced the Cabinet Lightning Round:

Instruction & Operations-Dr. Judy Korb:

- Enrollment for summer 2015 is .4% greater than last year, and in a continuing trend, online enrollment is up 5.7%. 

Dr. Korb invited Dr. Weber to highlight efforts made in the counseling and advising area to increase enrollment:

- The admissions and recruitment team have made phone calls to a targeted market, including students who have applied, but not yet enrolled, continuing students who have not yet enrolled, and students who have submitted their FAFSA or ACT scores to the college, but have not yet applied.
- The counseling team saw almost 1,100 walk-in students during the open enrollment period, as well as another 400 students who made appointments. Other avenues that the counseling team uses to reach students include the quick question desk, e-mail advising, phone calls, and IM usage.

Finance & Administrative Services-Dr. Barbara Larson:
Dr. Larson recognized Rex Hays and his entire grounds/maintenance team for their excellent efforts to maintain the beauty of our college campus. Highlights of the team’s work include the planting of 10,000 bulbs, 2,000 annual/perennial flowers, and a large scale tree-planting project made possible by the second year grant given to the college by UPS.

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

- Fifteen boy scouts and five scout leaders from Troop 10, Leawood, Kansas, completed four hours of training at JCCC on Saturday, April 18, and were awarded “Welding” Merit Badges.
- The English Department hosted the JCCC Cavalier Conference on Writing and Literature on April 24. This regional conference for teachers of English from local high schools and area colleges attracted more than 100 participants.
- Congratulations to Jeff Hansen, our past small business young entrepreneur of the year, who was recently featured on the CBS Sunday morning news show.
- The event management team continues to do an excellent job, as we have seen a 47.4% increase in event attendance from last year and an 11.4% increase in the number of events held at the College.
• Anita Tebbe, professor/chair, legal studies, was recently honored by the Kansas Bar Association with the Distinguished Government Service Award.

• April 18 was Free College Day at JCCC. We offered more than 140 classes on topics ranging from art to science, and we had about 1,000 people register for more than 2,170 sessions.

• Dr. Jerry Cook was featured in the most recent ACCT Advisor magazine as a candidate for the National Board of Directors for ACCT.

• The important role faculty can play in a student’s development was highlighted in a recent letter of thanks sent from a former student to Associate Professor Jeff Byer of Animation. The student was recently offered a good job in his field of interest and credited Professor Byer with being an integral part of his success.

REPORTS FROM BOARD LIAISONS

Faculty Association

Dr. Williams thanked the other outgoing officers of Faculty Association, specifically Ron Palcic, Jim McWard, Janette Funaro, Andrea Broomfield, Diane Davis, and Jeff Anderson. In addition, she recognized the faculty members who are retiring this year.

Dr. Williams then introduced the Faculty Association’s president-elect, Ron Palcic. Mr. Palcic then introduced the other newly elected officers: Brian Wright, vice president; Dennis Arjo, secretary; Brett Cooper, treasurer; and Jeff Anderson, alliance uniserv representative.

Johnson County

Mr. Musil stated that there was no report.

Research Triangle

Kansas Association of Community College Trustees

Dr. Cook stated that there was no report. The next meeting is June 12-13 at Barton County Community College.

Foundation

Mr. Cross presented the Foundation report:
• The annual Foundation luncheon will be held May 19 in the
GYM. It will be an occasion to celebrate the JCCC Women’s Basketball National Championship Team. It will also be Stewart Stein’s final event as president of the Foundation. Brad Bergman will be the new president effective July 1, and Mary Birch will be the vice president.

- The awarding of foundation scholarships for the 2015/2016 academic year is underway.

CONSENT AGENDA

Mr. Cross asked that Grants, Contracts and Awards be pulled for separate consideration. Mr. Cross requested additional information on two grants that were submitted on behalf of the college.

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

Minutes
Minutes from the April 16, 2015, Board of Trustees meeting.

Cash Disbursement Report
Ratified the total cash disbursements, as shown on Attachment H, which hereby becomes a part of these minutes, for the total amount of $4,899,706.64.

Retirement Tribute Fund
Authorized the transfer of $600 from the general fund to the JCCC Foundation student scholarship fund in honor of Ann O’Reardon, Anita Tebbe, Bob Pinker, and Marsha Garrett.

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

Cooperative Agreements 2015-2016 Renewal For Continuing Education
Authorized the College to enter into agreements with the agencies/institutions, as shown on Attachment J, which hereby becomes a part of these minutes.

Affiliation Cooperation,
Authorized the College to enter into agreements with the agencies/institutions, as shown on Attachment K, which hereby
Articulation and Reverse Transfer Agreements for Credit Instruction becomes a part of these minutes.

Contract Non-renewals as follows:
Lori Shank, Assistant Professor Nursing
James Donaghy, RR Welding Trainer
Shannon Lueker, RR Welding Trainer
Mioshi Neal, RR Welding Trainer
Leaven Thomas, RR Welding Trainer
Darrell Wapp, RR Welding Trainer
Gordon Anderson, Assistant Professor HVAC Technology
Anthony Brogna, Assistant Professor Economics
Sandi Brown, Assistant Professor Science
Adam Stephenson, Interim Coordinator Journalism/Media Communications
Gretchen Thum, Professor Journalism
James Van Horn, Assistant Professor Info. Systems

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

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

Grants, Contracts and Awards
Following discussion, upon motion by Mr. Musil, seconded by Mr. Cross, which motion unanimously carried, the Board of Trustees accepted the grants, contracts and awards, as shown on Attachment N, which hereby becomes a part of these minutes, and the authorization to expend funds in accordance with the terms of the grants.

ADJOURNMENT
Upon motion by Ms. Sharp, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees meeting was adjourned at 6:47 p.m.