

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 Chair on December 9, 2010, 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: Jon Stewart, Vice Chair  
Bob Drummond, Treasurer  
Melody Rayl, Secretary  
Jerry Cook, Trustee  
Lynn Mitchelson, Trustee  
Stephanie Sharp, Trustee

Absent: Don Weiss, Chair

Staff Terry Calaway, President  
Mark Ferguson, College Counsel  
  
Jeff Anderson, Counselor  
Jay Antle, Professor/Executive Director, Sustainability  
Tsgaab Asseta, TV Camera Operator  
Emily Behrmann, General Manager, Performing Arts  
Mitch Borchers, Executive Director, Procurement Services  
Dennis Day, Vice President, Student Services  
Csilla Duneczky, Dean, Sciences  
Dana Grove, Executive Vice President, Educational Planning &  
Development/COO  
Julie Haas, Associate Vice President, Marketing Communications  
Dain Hartwell, TV Studio Aide  
Rex Hays, Executive Director, Campus Services  
Judy Korb, Executive Vice President, Human Resources,  
Workforce & Staff Development  
Jason Kovac, Executive Director, Academic Initiatives  
Dave Krug, Associate Professor, Accounting  
Justin McDaid, Manager, Internal Audit  
Cathy Misenhelter, Manager, HR/Staff Dev. Systems  
Rick Moehring, Dean, Learner Engagement  
Denise Moore, Vice President, Information Services/CIO  
Alisa Pacer, Emergency Preparedness Manager

Lester Page, Senior Multimedia Eng. & Event Specialist  
Corey Paris, Student Senate President  
Don Perkins, Executive Director, Budget & Auxiliary Services  
Bob Prater, Associate Vice President, Financial Services  
Marilyn Rhinehart, Executive Vice President, Academic  
Affairs/CAO  
Joe Sopcich, Executive Vice President, Administrative  
Services  
Terri Schlicht, Executive Assistant to the President and Board  
Alan Swarts, Director, Assessment/Analysis/Design  
Pam Vassar, Assistant Dean, Student Life  
Janelle Vogler, Director, Internal Auditing Services  
Chris Worthington, Manager, Bookstore

Guests: Ann Arnott  
Eldon Shields

QUORUM Mr. Stewart announced the presence of a quorum, with six board members present.

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

PETITIONS AND COMMUNICATIONS Mr. Stewart asked if anyone in the audience would like to address the board. There was no response.

COLLEGE LOBBYIST REPORT Mr. Carter shared his monthly legislative update report with the Board of Trustees.

AWARDS & RECOGNITIONS Ellyn Mulcahy – Kansas Professor of the Year  
Carolyn Kadel - Global Citizen Diplomacy Award  
Denise Moore - 2010 Digital Community College Award

COMMITTEE REPORTS AND

## RECOMMENDATIONS

Management Committee Dr. Drummond reviewed items from the December 7, 2010 Management Committee meeting. Minutes from this meeting will be included in the January 27, 2011 board packet.

**Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved \$1,115,462.00 from the campus development fund to be expended for new energy efficiency projects with a payback investment of less than 14 years. Each project will be brought to the board for individual consideration.**

**Following discussion, upon motion by Dr. Drummond, seconded by Dr. Cook, which motion unanimously carried, the Board of Trustees approved the annual renewal of the contract for telecommunications services with AT&T at an annual expenditure not to exceed \$400,000.00.**

**Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved the renewal of the annual contract for the college's procurement card program with Bank of America N.A. – FIA Card Services at an annual amount not to exceed \$2,500,000.00.**

Learning Quality Committee Ms. Sharp reviewed items from the December 6, 2010 Learning Quality Committee meeting. Minutes from this meeting will be included in the January 27, 2011 board packet.

Human Resources Committee Dr. Cook reported that the Human Resources Committee did not meet in December.

## PRESIDENT'S RECOMMENDATIONS FOR ACTION

Treasurer's Report **Following discussion, upon motion by Dr. Drummond,**

**seconded by Dr. Cook, 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 October, 2010, subject to audit, as shown on Attachment A, which hereby becomes a part of these minutes.**

President's Monthly  
Report to the Board

Dr. Calaway shared information from his Monthly Report with the Board. Items highlighted included:

- Recognition of Emily Behrmann for her outstanding work and enhancements made to the Performing Arts Series programming. As a result, ticket sales for the Performing Arts Series have increased.
- Executive leadership has begun the quintile review for prioritizing the FY11-12 budget strategically. Dr. Calaway thanked Dr. Sopcich and his team for their leadership in preparation of the process. Tough decisions will need to be made; challenges are difficult but guidelines received from the Board are being followed.
- Preparation has begun for Dr. Calaway's mid-year evaluation.
- Recognition of Alisa Pacer for her outstanding work in emergency management preparation.

OLD BUSINESS

Alisa Pacer, Emergency Preparedness Manager, highlighted key elements related to campus emergency planning and response. She reviewed the primary methods of communication which include text messaging, JCCC public address system, digital signage, website, and local media. Ms. Pacer also reviewed information related to the KOPS – Keeping Our People Safe program, blue code emergency phones and printed emergency procedure documents. Ms. Pacer encouraged all trustees, faculty, students, staff, and community visitors to sign up for text messaging.

NEW BUSINESS

Dr. Grove reported that President Calaway received notification from the Higher Learning Commission that its AQIP Review Panel on Reaffirmation of Accreditation will recommend to the HLC's Institutional Actions Council on December 20 that JCCC

be re-accredited. The panel, consisting of 16 reviewers, examined all reports submitted by the college and about the college in the last seven years to arrive at the recommendation. Its highly complimentary tone is a testament to the forward-moving and positive culture of JCCC under the leadership of the President and its Board of Trustees.

## REPORTS FROM BOARD LIAISONS

### Student Senate

Mr. Paris reported that December service projects are complete. A collaborative effort with TLC resulted in a successful adopt-a-child program. The next Student Senate meeting is scheduled to occur on Monday, December 13 at noon; mid-term elections will take place in January, 2011.

### KACCT

Mr. Mitchelson reported that he, Dr. Cook and Dr. Calaway attended the December 5-6 meeting of KACCT in Parsons, Kansas at Labette Community College. Mr. Mitchelson reported that the meeting was well attended and successful although brief. Efforts continue in a push for greater unity among the 19 community colleges. Mr. Mitchelson reported that JCCC's membership dues in KACCT equates to approximately 18-20% of KACCT's budget; it is his belief that the value of membership in KACCT continues to grow.

Mr. Mitchelson reported that the "Fuel the Economy" advertising campaign is designed to develop a brand for community colleges in Kansas. Informing Kansas legislators that the community colleges of Kansas deliver the bulk of technical education is one element of that campaign.

Dr. Cook stated that Dr. Calaway and Trustee Mitchelson are highly regarded by KACCT members and the Board is proud of that representation.

### JCERT Authority

Mr. Mitchelson reported that JCERT met on November 29 and completed the audit engagement. Mr. Mitchelson shared that through Mr. Eilert's leadership as chairman, he is impressed that

the goals of JCERT will be achieved.

Mr. Mitchelson reported that the next meeting of JCERT is scheduled to occur on January 24, 2011 at 8:00 a.m. at the KU Edwards campus.

Foundation

Ms. Rayl reported that the Foundation received a \$500,000 gift for the Hospitality and Culinary Academy from a local resident who has been a scholarship donor in the past. To date, the campaign has raised approximately \$2.6 million toward the \$3 million challenge by the Board of Trustees.

Ms. Rayl noted that the Foundation Board Development Committee met to discuss possible candidates for the executive board, directors and members who would begin their terms on July 1, 2011. Recommendations for individuals who would add diversity as well as representation from the County's largest employers should be forwarded to the Foundation.

The next Foundation Executive Board meeting is January 11<sup>th</sup> and the next Foundation Board of Directors' Meeting is March 1<sup>st</sup>.

Ms. Rayl thanked all of the volunteers and donors who have contributed to the Foundation's success this past year.

Faculty Association

Mr. Anderson recognized and applauded Carolyn Kadel for her dedication and leadership on the Las Pintas project. Mr. Anderson shared that his participation in the project has been one of the most rewarding experiences of his career.

Mr. Anderson invited the Board of Trustees, faculty and staff to the Faculty Association holiday party on Friday, December 10.

PETITIONS AND  
COMMUNICATIONS

Mr. Stewart asked if anyone in the audience would like to address the board. There was no response.

CONSENT AGENDA

**Following discussion, upon motion by Ms. Sharp, seconded by Dr. Cook, which motion unanimously carried, the Board**

**of Trustees approved the consent agenda, including the Human Resources Addendum, as shown on Attachment B, which hereby becomes a part of these minutes. The consent agenda items included the following:**

Curriculum	Changes to the curriculum, as shown on Attachment C, which hereby becomes a part of these minutes.
Minutes	Minutes from the November 18, 2010, 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 \$3,709,116.82.
Gifts, 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.
Human Resources	
Reassignment	KATHLEEN GILL, Accounts Payable Analyst, Financial Services Division, Administrative Services Branch, at \$14.63 per hour, to Health & Human Services Coordinator, Workforce Development & Operations Division, Human Resources, Workforce & Community Development Branch, effective December 6, 2010 at \$15.72 per hour.  NOTE: Ms. Gill replaces Annette Stoerman who resigned September 30, 2010 at \$17.76 per hour.
Employment – Regular	Regular employment in classifications indicated, as shown on Attachment F, which hereby becomes a part of these minutes.
Employment - Temporary	Temporary employment in classifications indicated, as shown on Attachment G, which hereby becomes a part of these minutes.
Sabbatical Leaves of Absence	Sabbatical Leave of Absence, as shown on Attachment H, which hereby becomes a part of these minutes.

Distinguished Service Awards      Distinguished Service Awards, as shown on Attachment I, which hereby becomes a part of these minutes.

Changes to the FY2010-2011 Staffing Authorization Table for Part-time Regular Staff      Vacant - Ealy      Police Officer - MS 17  
NOTE: This part-time regular position is being created from one-half of the full-time position vacated due to the November 18, 2010 resignation of Larry Ealy.

Changes to the FY2010-2011 Staffing Authorization Table for Full-time Regular Staff      FROM:      Faye Martin      Lead Custodian - MS 12  
TO:      Faye Martin      Custodial Supervisor - MS 15  
FROM:      Vacant - Ealy      Police Officer - MS 18  
TO:      Althea Douglas      Communications Dispatcher/Access Control Assistant - OT12

NOTE: The full-time regular Communications Dispatcher/Access Control Assistant position is being created from the previous part-time regular position of Communications Dispatcher/Access Control Assistant held by Althea Douglas and one-half of the previous full-time regular Police Officer vacated due to the November 18, 2010 resignation of Larry Ealy.

ADJOURNMENT      The meeting was adjourned at 6:20 p.m.

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Don Weiss  
Chair

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Jon Stewart  
Vice Chair