

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 November 18, 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: Don Weiss, Chair
Jon Stewart, Vice Chair
Bob Drummond, Treasurer
Melody Rayl, Secretary
Jerry Cook, Trustee
Lynn Mitchelson, Trustee
Stephanie Sharp, Trustee

Staff Terry Calaway, President
Mark Ferguson, College Counsel

Renee Arnett, Director/Career Counselor
Tsgaab Asseta, TV Camera Operator
Mitch Borchers, Executive Director, Procurement Services
Dave Burgess, Executive Director, Policy & Strategic Initiatives
Becky Centlivre-Meinke, Director, Human Resources
Marsha Cousino, Professor/Librarian
LeAnn Cunningham, Employment Relations/Intern Coordinator
Dennis Day, Vice President, Student Services
Mary Deas, Associate Professor, Mathematics
Ellen Fisher, Manager, Accounting Services & Grants
Jeff Frost, Professor/Dean, Mathematics
Julie Haas, Associate Vice President, Marketing Communications
Dain Hartwell, TV Studio Aide
Rex Hays, Executive Director, Campus Services
Mark Jones, Multimedia Eng./Event Specialist
Judy Korb, Executive Vice President, Human Resources,
Workforce & Staff Development
Jason Kovac, Executive Director, Academic Initiatives
Dave Krug, Associate Professor, Accounting
James Leiker, Associate Professor, History
Darren Marshall, Senior Support Analyst
Karen Martley, Executive Director, Comm., SOD/Wrkfrce

Justin McDaid, Manager, Internal Audit
Cathy Misenhelter, Manager, HR/Staff Dev. Systems
Rick Moehring, Dean, Learner Engagement
Denise Moore, Vice President, Information Services/CIO
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
Charis Sawyer, Professor/Chair Reading
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
Deb Williams, Associate Professor, Science

Guests:

Ross Boden
Kathy Brown
Dick Carter
Bill Henderson
Kim O'Brien

QUORUM

Mr. Weiss announced the presence of a quorum, with seven board members present.

PLEDGE OF ALLEGIANCE

Mr. Weiss led the Board of Trustees and other meeting participants in the reciting of the Pledge of Allegiance.

PETITIONS AND COMMUNICATIONS

Mr. Weiss 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

Darren Marshall – Ride for Kids

Charis Sawyer – NCSPD Exemplar Award

Cathy Misenhelter – NCSPD John Fry Individual Merit Award

Renee Arnett – NCSPD Innovation Award

LeAnn Cunningham – KACE Chairperson of the Year

Mary Deas, David Krug and James Leiker – 2010 NISOD
Excellence Award

Courtney Hale, EMS student – Meritorious life saving measures

COMMITTEE REPORTS
AND
RECOMMENDATIONS

Management Committee Dr. Drummond reviewed items from the November 9, 2010 Management Committee meeting. Minutes from this meeting will be included in the December 9, 2010 board packet.

Following discussion, upon motion by Dr. Drummond, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees adopted a resolution authorizing the offering for sale of Student Commons and Parking System Refunding Revenue Bonds in the approximate principal amount of \$11,825,000 as shown on Attachment A, which hereby becomes a part of these minutes.

Following discussion, upon motion by Dr. Drummond, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the guidelines for the FY 2011-12 budget as shown on Attachment B, which hereby becomes a part of these minutes.

Following discussion, upon motion by Dr. Drummond, seconded by Dr. Cook, which motion unanimously carried, the Board of Trustees approved the following:

- **Establishment of a ten-year contract with U.S. Bank for the operation of an on-campus bank and one (1) automated teller machine, with compensation payable to the college on a monthly basis in the amount of \$2,500.00, plus a one-time initial payment of \$100,000.00, subject to review by college counsel.**
- **Establishment of an annual contract with Universal Money Centers, Inc. for the provision of automated teller machines, with compensation payable to the college on a monthly basis in the amount of \$500.00 per automated teller machine, subject to review by college counsel.**
- **Volume purchase agreement with Dell Marketing LP to renew automatically for one year as specified in the agreement, subject to the provision that either party may terminate this agreement without cause at any time on at least thirty (30) days prior written notice to the other.**
- **Low bid of \$196,702.00 from Building Restoration Corporation, plus an additional \$20,000.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed \$216,702.00 for the Billington Library and OCB masonry repairs.**
- **Establishment of annual contracts for artwork shipping for the Nerman Museum of Contemporary Art with Artex Fine Art Services, Transport Consultants International, and U.S. Art Company, Inc., for total annual expenditure not to exceed \$150,000.00.**
- **Low bid of \$99,861.21 from En Pointe Technologies for the purchase of Adobe software and maintenance.**

Learning Quality
Committee

Ms. Sharp reviewed items from the November 1, 2010 Learning Quality Committee meeting.

Following discussion, upon motion by Ms. Sharp, seconded by Mr. Mitchelson, which motion unanimously carried, the Board of Trustees accepted the administration's recommendation to add Student Personnel Policy 321.01 as shown on Attachment C, which hereby becomes a part of these minutes.

Human Resources
Committee

Dr. Cook reviewed items from the November 2, 2010 Human Resources Committee meeting.

Audit Committee

Mr. Weiss reviewed items from the November 1, 2010 Audit Committee meeting.

Following discussion, upon motion by Mr. Weiss, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees accepted the administration's recommendation to accept the audited financial statements for the year ended June 30, 2010.

Following discussion, upon motion by Mr. Weiss, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved the amended FY 2010-2011 Audit Committee working agenda, as shown on Attachment D, which hereby becomes a part of these minutes.

Following discussion, upon motion by Mr. Weiss, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved the change to Board Policy 111.03 as shown on Attachment E, which hereby becomes a part of these minutes.

PRESIDENT'S
RECOMMENDATIONS
FOR ACTION

Treasurer's Report

Following discussion, upon motion by Mr. Weiss, seconded by

Mr. Mitchelson, 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 September, 2010, subject to audit, as shown on Attachment F, 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:

- Dr. Calaway attended the monthly Kansas Board of Regents meeting on November 17. Work continues on a funding formula that may deliver additional performance-based funding to JCCC.
- JCCC continues to serve Kansas as the largest institution of undergraduate education; fall 2010 headcount reflects 21,462 students.
- Dr. Kovac and Dr. Rhinehart were commended for their tremendous leadership in serving students, particularly in developmental education, through Achieving the Dream initiatives.
- Ellyn Mulcahy was recognized as the 2010 Kansas Professor of the Year by the Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education. Ms. Mulcahy was selected from more than 300 top professors in the United States.

REPORTS FROM BOARD
LIAISONS

Student Senate

Mr. Paris reported that the Student Senate has been "hard at work." Their first Town Hall meeting occurred in October and was well attended; the next meeting is scheduled to occur on December 8. Mr. Paris reported that the November and December service projects have been planned and will benefit the City Mission, Harvesters and soldiers abroad. Additionally, a fundraiser is underway to assist the Invisible Children project. In conclusion, Mr. Paris shared that the State of the Senate is strong and excited about their ongoing work.

KACCT

Mr. Mitchelson reported that the next KACCT meeting is scheduled to occur on December 5-6, 2010 at Labette Community College in Parsons, Kansas. He commended Dr. Calaway and Dr. Osborn for their commitment and efforts that contributed to the ratification by 17 of the State's 19 community colleges for a tiered funding formula.

JCERT Authority

Mr. Mitchelson reported that at the last JCERT meeting additional work was done on the Audit, and work on the website was completed. Mr. Mitchelson also reported that construction of the three recipient universities continues. The next meeting of JCERT is scheduled to occur at 8:00 a.m. on November 29 at the KU Edwards Campus.

Foundation

Ms. Sharp reported that the Foundation Annual Dinner was held Tuesday, October 19 on the stage of Yardley Hall, where Dr. Mary Davidson Cohen was awarded the Hugh W. Speer Distinguished Service Award for the profound impact she has had on education; Brad Bergman was awarded the Open Petal Award for his significant contribution to the Foundation's fundraising initiatives; and Joe Sopcich was awarded the Colleague Award for his 18 years of service as Foundation Executive Director. At the dinner, four scholarship-recipient students shared their stories and expressed their gratitude to the Foundation.

Some Enchanted Evening was November 13; David Wysong was honored as Johnson Countian of the Year. Ms. Sharp thanked the committee, chaired by Cal and Lesa Kleinmann, for raising over \$300,000 from 38 sponsors and planning such a wonderful event. Ms. Sharp announced that next year's Some Enchanted Evening 25th anniversary event will be co-chaired by Terry and Marlene Calaway.

Mr. Stewart shared that Vince Gill will perform at 8:00 p.m. on Thursday, March 24, 2011 in Yardley Hall as this year's presenter for the Cohen Community Series. All proceeds for this event will go to JCCC scholarships and educational programs. A

limited number of VIP tickets, which include a reception with Mr. Gill on the evening of the performance, are available.

Collegial Steering

Ms. Rayl reported that during the meeting of the Collegial Steering committee, the Philosophy of Compensation statement was discussed. The statement has been reviewed by the Human Resources Committee. With the exception of the wordsmithing that needs to be done, the statement is an accurate reflection of JCCC's philosophy. A copy of the draft will be provided to the Board for feedback.

Ms. Rayl also reported that the faculty evaluation process was discussed and nearing completion. It is anticipated that implementation will begin during spring semester. The process encompasses formative and summative components.

Ms. Deb Williams and Mr. Jeff Frost provided further information on the faculty evaluation process. Mr. Frost stated that the Math department participated in the pilot. Mr. Frost shared that the new process encourages greater individual growth and is unanimously preferred and appreciated by the faculty who participated. The new process allows students an opportunity to reflect and evaluate the preparedness, accessibility and engagement of their professors. Each professor is required to be evaluated by one class each semester; some faculty chose to be evaluated by all of their classes.

Faculty Association

Ms. Williams reported that the Philosophy of Compensation statement is a vast improvement over the prior statement and represents a positive outcome of joint membership among faculty, administration and staff. Ms. Williams shared that the Faculty Association is "heartened" by the college's recognition and continued interest in retaining exceptional employees.

Ms. Williams shared that the finalization of the faculty evaluation process represents a long-term endeavor that will bring forth improved outcomes in the future.

In conclusion, Ms. Williams expressed her appreciation for the

opportunity to work with the administration and to present to the Board of Trustees. She said “it is important to have open communication with all stakeholders.”

Achieving the Dream

Dr. Kovac provided an update on activities within the three core initiatives. Dr. Kovac discussed evaluation plans in collaboration with staff from the office of institutional research and a special cohort of data ambassadors that have been invited to participate in evaluation of JCC’s work with Achieving the Dream. Dr. Kovac highlighted that formative evaluation indicates more students are persisting with the special college algebra sections, and retention rates for students in the First-Year Connections are very similar to rates for traditional classes. The focus is to support these students as they move forward onto future semesters of coursework.

Dr. Kovac reported that two new activities will be launched this coming spring and summer. A learning community that brings together faculty and students from RDG 125 and ENG 102 for a unique experience is planned, as well as a Math Education Summit to convene in the summer of 2011. Faculty representatives from regional middle schools, high schools, community colleges, and colleges and universities will gather to discuss the challenges and opportunities of contemporary math education. The ultimate goal of the summit will be to strengthen the P-20 math pipeline.

In October, Achieving the Dream coaches visited campus to meet with faculty and staff to evaluate progress and offer advice on next steps. Their feedback was supportive in commending the college for outstanding work in support of student success.

PETITIONS AND COMMUNICATIONS

Mr. Weiss asked if anyone in the audience would like to address the board.

Former student Kathy Brown, who has addressed the board the last seven months, spoke again, expressing her concerns about freedom of speech on campus and the implementation of college policies. Dr. Calaway requested that Ms. Brown forward to him

any supporting documentation related to her allegations.

CONSENT AGENDA

Following discussion, upon motion by Dr. Cook, 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:

Curriculum

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

Transfer to JCCC
Foundation Tribute Fund

Authorized the transfer of \$750 from the general fund to the JCCC student scholarship fund in honor of Anne Schmidt, Gloria Campbell, Jonathan Bacon, Frank Bracale, and Judy Arnold-White.

Minutes

Minutes from the October 14, 2010, Board of Trustees meeting.

Cash Disbursement
Report

Ratified the total cash disbursements, as shown on Attachment I, which hereby becomes a part of these minutes, for the total amount of \$6,422,013.19.

Gifts, Grants, Contracts
and Awards

The acceptance of grants, 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.

Human Resources

Resignations

Resignations as follows:

LARRY EALY, Sergeant, Police Department, Public Safety Division, Administrative Services Branch, effective November 11, 2010.

MARGARET NEWBANKS, Sous Chef, Dining Services Division, Administrative Services Branch, effective October 20, 2010.

ELMA JEAN SCOTT-PALMER, Program Director, Special Programs, Community Services Division, Human Resources, Workforce & Community Development Branch, effective January 31, 2011.

Employment – Regular	Regular employment in classifications indicated, as shown on Attachment K, which hereby becomes a part of these minutes.
Employment - Temporary	Temporary employment in classifications indicated, as shown on Attachment L, which hereby becomes a part of these minutes.
Leave of Absence (Childbirth/Child Rearing)	TAI EDWARDS, Assistant Professor, History, Arts, Humanities & Social Sciences Division, Academic Affairs Branch has requested a childbirth/child rearing leave of absence without pay from January 1, 2011 to May 20, 2011.
Changes to the FY2010-2011 Staffing Authorization Table for Full-time Regular Staff	<p>FROM: Satwinder Kaur Administrative Assistant, Intercultural Center - OT13</p> <p>TO: Satwinder Kaur Coordinator, Immigrant Advising & Support Services – OT15</p> <p>FROM: Carol Smith Assoc. Professor, Personal Computer Applications - 9-month</p> <p>TO: Carol Smith Assoc. Professor/Chair, Personal Computer Appl. - 9-month</p> <p>FROM: Barbara Mahring Professor/Chair, Personal Computer Applications - 9-month</p> <p>TO: Barbara Mahring Professor, Personal Computer Applications - 9-month</p> <p>FROM: Vacant - New Maintenance Mechanic - HT15</p> <p>TO: Vacant - New Stationary Engineer - HT16</p> <p>FROM: Vacant – Stoerman Administrative Assistant - OT14</p> <p>TO: Vacant – Stoerman Health & Human Services Coordinator - OT14</p>

FROM: Renee Arnett Counselor - 12-month contract
TO: Renee Arnett Director/Career Counselor - 12-month contract

FROM: Amy Bonham Counselor - 10-month contract
TO: Amy Bonham Career Counselor - 10-month contract

FROM: Carolyn Foster Counselor - 12-month contract
TO: Carolyn Foster Career Counselor - 12-month contract

FROM: Marilyn Jones KOO/CLP Coordinator – AMS17
TO: Marilyn Jones Career Counselor - 12-month contract

FROM: Nancy Longhibler Career Services Coordinator – AMS18
TO: Nancy Longhibler Career Counselor - 12-month contract

Termination

ROBERT BEVAN, Custodian, Campus Services Division, Educational Planning & Development Branch, effective November 24, 2010

EXECUTIVE SESSION

At 7:26 p.m., upon motion by Mr. Mitchelson, seconded by Dr. Cook, 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 30 minutes. Invited to participate were Ross Boden, Terry Calaway, Becky Centlivre-Meinke, Mark Ferguson, Judy Korb, Marilyn Rhinehart, Terri Schlicht, and Joe Sopcich.

At 7:56 p.m. the meeting reconvened and the chairman announced that no action had taken place during executive session.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Don Weiss
Chair

Jon Stewart
Vice Chair