

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 January 27, 2011, 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
Jerry Cook, Trustee
Lynn Mitchelson, Trustee
Stephanie Sharp, Trustee

Absent: Melody Rayl, Secretary

Staff

Terry Calaway, President
Mark Ferguson, College Counsel

Jeff Anderson, Counselor
Tsgaab Asseta, TV Camera Operator
Mitch Borchers, Executive Director, Procurement Services
Alicia Bredehoeft, Counselor
Becky Centlivre-Meinke, Director, Human Resources
Marcus Clem, Campus Ledger Reporter
Dennis Day, Vice President, Student Services
Csilla Duneczky, Dean, Sciences
Kris Dye, Coordinator, Brown & Gold
Jim Freed, Director, Facility Planning
Dana Grove, Executive Vice President, Educational Planning &
Development/COO
Julie Haas, Associate Vice President, Marketing Communications
Chris Horvat, TV Assistant
Judy Korb, Executive Vice President, Human Resources,
Workforce & Staff Development
Mia Leggett, Intern
Karen Martley, Executive Director, Comm., SOD/Wrkfrce
Justin McDaid, Manager, Internal Audit
Vince Miller, Director, Ed Tech Center
Cathy Misenhelter, Manager, HR/Staff Dev. Systems

Rick Moehring, Dean, Learner Engagement
Denise Moore, Vice President, Information Services/CIO
Robert Murphy, Counselor
Alisa Pacer, Emergency Preparedness Manager
Lester Page, Senior Multimedia Eng. & Event Specialist
Don Perkins, Executive Director, Budget & Auxiliary Services
Gus Ramirez, Chief, Police Department
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
Jerry Wolfskill, Associate Vice President, Public Safety

Guests:

Ann Abbott
Ann Arnott
Eldon Shields
Bill Dean
Bonnie Gleason
Muna Hussain
Adrian Hertog
Betty Mahan
Ron Platt
Cynthia Sdano
Richard Schroeder
Gary Swanson

QUORUM

Mr. Weiss announced the presence of a quorum, with six 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.

MODIFICATION TO
January 27, 2011

Upon motion by Mr. Stewart, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees

AGENDA

approved the modification of the agenda for the January 27, 2011, Board of Trustees meeting.

PRESIDENT'S
RECOMMENDATIONS
FOR ACTION

President's Monthly
Report to the Board

Dr. Calaway stated that the past few years have presented budget challenges unique in JCCC's history; change will need to be instituted in order to reduce expenditures. The college's budget and strategic priorities are being connected so that programs that are at the core of our mission will be supported and those that may not be the priorities that they once were will be phased out. JCCC has been faced with reduced revenues from the state and county, and as county residents face their own budget challenges, JCCC doesn't want to cause them more hardship by raising the mill levy. As a result, senior leadership has had to make some hard decisions to get through the next few fiscal years. In order to allow JCCC to be good fiscal stewards while still achieving strategic priorities, a proposal has been made to cut \$6.2 million from the general fund budget. Of that, \$1.2 million will be reallocated to strategic priorities – teaching and student success. Dr. Calaway shared that the cuts would be accomplished in this way:

- Beginning April 1 and, or the foreseeable future, we will freeze hiring for vacant positions paid through the general fund. Teaching faculty positions that come open will be filled, but other positions that come open may not. The college's executive leadership will discuss each opening, and those that are to be filled would be posted internally and filled from within.
- Several vacant administrative and staff positions will be eliminated from the staffing table and will no longer exist at the college.
- There will be some layoffs, and some services will be outsourced.
- The college will cover some of its debt repayment through a surplus in the campus development fund instead of the general fund.

- We'll cut \$1.1 million in operational expenses from the general fund.

Treasurer's Report

Following discussion, upon motion by Dr. Drummond, 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 November 2010, subject to audit, as shown on Attachment A, which hereby becomes a part of these minutes.

2011-2012 Academic
Calendar Revisions

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 2011-12 academic calendar revisions as shown on Attachment B, which hereby becomes a part of these minutes.

2012-2013 Academic
Calendar

Following discussion, upon motion by Ms. Sharp, seconded by Mr. Mitchelson, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the 2012-13 academic calendar as shown on Attachment C, which hereby becomes a part of these minutes.

Clinical Affiliate
Agreements

Upon motion by Ms. Sharp, seconded by Mr. Mitchelson, which motion unanimously carried, the Board of Trustees authorized the college to enter into agreements with agencies, as shown on Attachment D, which hereby becomes a part of these minutes, for the period January 27, 2011 through June 30, 2011, subject to review of the agreements by college counsel.

PETITIONS AND
COMMUNICATIONS

Mr. Weiss asked if anyone in the audience would like to address the board. Ms. Cynthia Sdano expressed her views regarding the re-alignment of the Brown & Gold club's processes and activities.

COLLEGE LOBBYIST

Mr. Carter shared his monthly legislative update report with the

REPORT

Board of Trustees.

COMMITTEE REPORTS
AND
RECOMMENDATIONS

Management Committee Dr. Drummond reviewed items from the January 11, 2011 Management Committee meeting. Minutes from this meeting will be included in the February 17, 2011 board packet.

Dr. Drummond asked that Board Policy 216.01, Reimbursement of Staff Expenses be pulled for consideration at a future meeting.

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

- **The recommendation of the college administration to approve Board Policy 210.08a, Refunding/Refinancing, as shown on Attachment E, which hereby become a part of these minutes.**
- **The recommendation of the college administration to approve the amendment to Board Policy 214.01, Framework for Investments, as shown on Attachment F, which hereby becomes a part of these minutes.**
- **The recommendation of the college administration to approve the amendment to Board Policy 215.07, Disposition of Surplus Property, as shown on Attachment G, which hereby becomes a part of these minutes.**
- **The recommendation of the college administration to approve the amendment to Board Policy 324.02, Handicapped Parking, as shown Attachment H, which hereby becomes a part of these minutes.**

Following discussion, upon motion by Dr. Drummond,

seconded by Mr. Mitchelson, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve \$225 for the Convener Reception.

Following discussion, upon motion by Dr. Drummond, seconded by Mr. Stewart, which motion unanimously carried, the Board of Trustees approved the establishment of a contract for consulting services for rebranding the college with Bernstein-Rein Advertising, Inc. at a total expenditure not to exceed \$120,500.00.

Learning Quality
Committee

Ms. Sharp reported that the Learning Quality Committee did not meet in January.

Human Resources
Committee

Dr. Cook reviewed items from the January 4, 2011 Human Resources Committee meeting.

Following discussion, upon motion by Dr. Cook, seconded by Dr. Drummond, which motion unanimously carried, the Board of Trustees accepted the administration's recommendation to revise Personnel Policy 415.09 – Mandatory Training as shown on Attachment I, which hereby becomes a part of these minutes.

Following discussion, upon motion by Dr. Cook, seconded by Mr. Mitchelson, which motion unanimously carried, the Board of Trustees accepted the college administration's recommendation to authorize the president to negotiate a contract, subject to review by college counsel, for the provision of employee group medical insurance with BlueCross BlueShield of Kansas City (BCBSKC) for the period beginning June 1, 2011 through May 31, 2012. The monthly subscriber rates for the BCBSKC HMO plan are not to exceed \$541.93 (employee), \$993.62 (employee and one dependent), and \$1,362.24 (family). The monthly subscriber rates for the BCBSKC PPO plan are not to exceed \$516.15 (employee), \$946.36 (employee and one dependent), and \$1,297.45 (family). The monthly subscriber rates for the

BCBSKC high deductible health plan (HDHP) plan are not to exceed \$453.38 (employee), \$831.26 (employee and one dependent), and \$1,139.64 (family). These rates represent a 0.4% increase from fiscal year 2010/2011 premiums.

REPORTS FROM BOARD
LIAISONS

KACCT

Mr. Mitchelson reported that the Kansas Association of Community College Trustees will be sponsoring a reception on February 15, 2011 in Washington, DC at the National Community College Legislative Summit. Additionally, the next meeting of KACCT is scheduled to occur after the Phi Theta Kappa Scholars award luncheon on February 17, 2011 in Topeka.

An evaluation of KACCT Executive Director, Linda Fund is currently underway. Mr. Mitchelson stated that Ms. Fund is doing a remarkable job in her role as Executive Director.

JCERT Authority

Mr. Mitchelson reported that JCERT met on January 24 at 8:00 a.m. at the KU Edwards campus. A number of issues were discussed including the annual audit and the ongoing development of the JCERT website. Mr. Mitchelson stated that progress in construction is being made on the BEST (Business, Engineering, Science and Technology) building at the KU Edwards campus. Additionally, renovations are underway at the KU Medical Center Fairway building and the K-State Innovation campus building is near completion.

Mr. Mitchelson reported that the next meeting of JCERT is scheduled to occur on April 25, 2011 at 8:00 a.m. at the KU Edwards campus.

Foundation

The Foundation Executive Board met on January 11, 2011. Ms. Sharp reported that corporate sponsorships of \$301,000 were raised at Some Enchanted Evening, and Terry and Marlene Calaway have agreed to chair the 25th Anniversary Some Enchanted Evening event. Additionally, \$2.8 million has been committed for the Hospitality and Culinary Academy.

Ms. Sharp shared that the Foundation will be sponsoring the Visiting Chef Series on Wednesday, February 16th supported in part by a gift from Dr. David G. Meyers. Chef Michael Smith will give a presentation and food demonstration on the creation of various tapas.

Faculty Association

Mr. Anderson thanked Dr. Calaway for his commitment to advancing the college's mission of teaching and learning as he has led his team through the difficult budget process.

Mr. Anderson also recognized and thanked Chairman Weiss and Trustee Stewart for their willingness to run for re-election on the Board of Trustees. He stated that their experienced leadership is critical especially during a difficult time in the college's history.

PETITIONS AND
COMMUNICATIONS

Mr. Weiss asked if anyone in the audience would like to address the board. Mr. Adrian Hertog expressed his views regarding the re-alignment of the Brown & Gold club's processes and activities.

Dr. Calaway responded by stating the facts that led to recent changes in the re-alignment of the Brown & Gold club's structure. He stated that the change is necessary for the Brown & Gold club's programming to be both responsive to the needs and desires of the membership and compliant with JCCC's policies and procedures.

CONSENT AGENDA

Dr. Calaway clarified for the Board that the accurate salary for Christina Wright is \$50,289 for a twelve-month contract.

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

Curriculum

Changes to the curriculum, as shown on Attachment K, which

hereby becomes a part of these minutes.

Minutes Minutes from the December 9, 2010, Board of Trustees meeting.

Cash Disbursement Report Ratified the total cash disbursements, as shown on Attachment L, which hereby becomes a part of these minutes, for the total amount of \$8,747,060.62.

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

Human Resources

Deceased Deceased as follows:

The Board of Trustees is officially informed that Danny Miller, Custodian, Campus Services Division, Administrative Services Branch, died December 20, 2010. Mr. Miller joined the full-time college staff on November 18, 2009.

Retirement Retirement as follows:

RICHARD ROWE, Professor/Career Program Facilitator, Metal Fabrication, Technology Division, Academic Affairs Branch, effective May 31, 2011.

Resignations Resignations as follows:

PHILIP PEREZ, Custodian, Campus Services Division, Administrative Services Branch, effective January 4, 2011.

MELISSA SMITH, Science Lab Technician, Science Division, Academic Affairs Branch, effective February 11, 2011.

HEMA VENKATA-RAMANI, Billing & Accounts/Receivable Specialist, Financial Services Division, Administrative Services Branch, effective January 22, 2011.

KRISTIN VICKERS, Administrative Assistant, Practical Nursing, Health Care Professions/Wellness Division, Academic Affairs Branch,

effective January 7, 2011.

Reassignments

Reassignments as follows:

VINCENT MILLER, Project Manager/Senior Systems Specialist, Information Services Division, Educational Planning & Development Branch, at \$66,395 for a twelve-month contract, to Director, Educational Technology Center, Academic Support Division, Academic Affairs Branch, effective January 31, 2011 at \$78,562 for a twelve-month contract. (See p. 89 for additional information.)

NOTE: Mr. Miller replaces Jonathan Bacon who retired October 31, 2010 at \$100,015 for a twelve-month contract.

CHARLES SLOAN, Help Desk Technician, Information Services Division, Educational Planning & Development Branch, at \$20.03 per hour, to Senior Support Analyst, Information Services Division, Educational Planning & Development Branch, effective January 28, 2011 at \$62,470 for a twelve-month contract. (See p. 90 for additional information.)

NOTE: Mr. Sloan replaces Todd Moran who was terminated August 20, 2010 at \$58,555 for a twelve-month contract.

DANIEL WOLDETSADIK, Custodian, Campus Services Division, Educational Planning & Development Branch, at \$14.39 per hour, to Lead Custodian, Campus Services Division, Educational Planning & Development Branch, effective December 13, 2010 at \$15.11 per hour.

NOTE: Mr. Woldetsadik replaces Robert Bevan who was terminated November 24, 2010 at \$15.71 per hour.

Employment –
Regular

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

Employment -
Temporary

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

Don Weiss
Chair

Jon Stewart
Vice Chair