

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 July 21, 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
Bob Drummond, Treasurer
Melody Rayl, Secretary
Jerry Cook, Trustee
Greg Musil, Trustee
Stephanie Sharp, Trustee

Absent: Jon Stewart, Vice Chair

Staff

Terry Calaway, President
Mark Ferguson, College Counsel

Jeff Anderson, Counselor
Mitch Borchers, Executive Director, Procurement Services
Carl D. Carter, Custodian
Becky Centlivre-Meinke, Director, Human Resources
Dennis Day, Vice President, Student Services
Don S. Emerson, Detective, Police Department
Jim Freed, Director, Facility Planning
Dana Grove, Executive Vice President, Educational Planning & Development/COO
Julie Haas, Associate Vice President, Marketing Communications
Bruce Hartman, Executive Director, Nerman Museum
Rex Hays, Executive Director, Campus Services
Judy Korb, Executive Vice President, Human Resources, Workforce & Community Development
Jason Kovac, Executive Director, Academic Initiatives
Laura Lipson, Custodian, Housekeeping Services
Karen Martley, Executive Director, Comm., SOD/Wrkfrce
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
Don Perkins, Executive Director, Budget & Auxiliary Services
Bob Prater, Associate Vice President, Financial Services
Gus Ramirez, Chief, Police Department
Marilyn Rhinehart, Executive Vice President, Academic
Affairs/CAO
John Russell, Professor/Librarian
Terri Schlicht, Executive Assistant to the President and Board
Joe Sopcich, Executive Vice President, Administrative Services
Janie Thacker, Administrative Assistant
Pam Vassar, Assistant Dean, Student Life
Janelle Vogler, Director, Internal Auditing Services
J. Winter, Lead Custodian, Housekeeping Services
Jerry Wolfskill, Associate Vice President, Public Safety

Guests: Dustin Avey
Gail Freed
Randy Irely
Mara' Williams

Students: Joshua Browning
Amy Follmel

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

MODIFICATION TO
July 21, 2011
AGENDA **Upon motion by Ms. Rayl, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved the modification of the agenda for the July 21, 2011 Board of Trustees meeting.**

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

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

EXECUTIVE SESSION **At 5:15 p.m., upon motion by Ms. Rayl, 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 Terry Calaway, Mark Ferguson, Terri Schlicht, Dana Grove, Judy Korb, Becky Centlivre-Meinke, and Detective Don Emerson.

At 5:45 p.m., the meeting reconvened. Upon motion by Ms. Rayl, seconded by Dr. Cook, 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, to return in 15 minutes. Invited to participate were Terry Calaway, Mark Ferguson, Terri Schlicht, Dana Grove, Judy Korb, Becky Centlivre-Meinke, and Detective Don Emerson.

At 6:00 p.m. the meeting reconvened and the chairman announced that no action had taken place during executive session.

JIM FREED PERSONNEL ACTION Upon motion by Ms. Rayl, seconded by Dr. Cook, which motion unanimously carried, the Board of Trustees removed Jim Freed's termination action from the consent agenda. The Board accepted Jim Freed's request for a hearing and refers the matter to a hearing officer for a closed hearing.

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

AWARDS AND RECOGNITIONS There were no awards and recognitions for the July 21, 2011, Board of Trustees meeting.

COMMITTEE REPORTS
AND
RECOMMENDATIONS

Nominating Committee Mr. Weiss announced the slate of names of all officer, committee and liaison positions for the 2011-2012 fiscal year.

OFFICERS: Chairman – Don Weiss
Vice Chairman – Melody Rayl
Treasurer – Bob Drummond
Secretary – Jerry Cook

COMMITTEES:
Management – Bob Drummond – Chair
Jon Stewart

Human Resources – Jerry Cook – Chair
Melody Rayl

Learning Quality – Stephanie Sharp – Chair
Greg Musil

Audit Committee – Don Weiss – Chair
Melody Rayl

LIAISONS:
Foundation – Greg Musil
Stephanie Sharp

KACCT – Jerry Cook

Collegial Steering – Bob Drummond – Chair
Don Weiss

JCERT – Jon Stewart

Upon motion by Mr. Musil, seconded by Ms. Sharp, which

motion unanimously carried, it is the recommendation of the Nominating Committee that the Board of Trustees approve the 2011-2012 slate of officers, committee and liaison assignments.

Management Committee Dr. Drummond reviewed items from the July 11, 2011 Management Committee meeting. Minutes from this meeting will be included in the August 18, 2011 board packet.

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved the easements associated with the Quivira Widening Project for the city of Overland Park, subject to approval by college counsel.

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 awarding the sale of approximately \$10,000,000 of Student Commons and Parking System Refunding Revenue Bonds to Raymond James & Associates, Inc., the successful bidder and to adopt a resolution, as contained in Supplement B to the board packet, authorizing the issuance and delivery of approximately \$10,000,000 of Student Commons and Parking System Refunding Revenue Bonds. This action will save the college over \$900,000.00 in interest costs.

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 following:

- **The UMB Bank Organization Resolution and Agreement for the fiscal Year 2012 as shown on Attachment A, which hereby becomes a part of these minutes.**
- **Extend the current banking service agreement and**

designate US Bank an official depository bank for the Federal Perkins Loan Program for fiscal year 2012 and adopt the Corporate Certificate of Authority as shown on Attachment B, which hereby becomes a part of these minutes.

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to designate Sun Publications as the official newspaper of the college and that publication constitutes legal notice on behalf of the Board of Trustees and to exercise the two year lease extension for the Westpark Center leases per agreement, subject to review by college counsel.

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 authorize the publication of the Notice of Public Hearing of the 2011-12 Budget and Budget Summary, subject to adjustment, as actual expenditure figures are available.

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 that the Board of Trustees dedicate \$7 million of the Capital Outlay Fund for construction of a Hospitality & Culinary Arts facility.

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the proposal from CDW Government LLC in an amount not to exceed \$250,000.00 for the second phase of the VoIP system.

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried,

the Board of Trustees accepted the recommendation of the college administration to approve the low bid of \$100,862.00 from Kansas City Audio-Visual for the purchase of Wolfvision document cameras.

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the low bid of \$129,900.00 from KES Construction LLC, plus an additional \$12,990.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed \$142,890.00 for the Carlsen Center restroom renovation.

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 following:

- Low bid of \$159,703.00 from KES Construction LLC, plus an additional \$15,970.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed \$175,673.00 for the JCCC-BNSF welding shed enclosure.**
- Low bid of \$141,918.00 from Mill Valley Excavating LLC, plus an additional \$14,191.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed \$156,109.00 for the JCCC-BNSF crane yard site work.**
- Low bid of \$54,050.00, plus an additional \$5,405.00 to allow for contingencies for possible unforeseen costs, for a total expenditure not to exceed \$59,455.00 from AmeriFence Corporation for the JCCC-BNSF crane yard fencing.**

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 proposal of \$85,220.00 from Arrow Stage Lines, plus an additional \$8,522.00 to allow for contingencies for possible unforeseen events, for a total expenditure of \$93,742.00 for athletic team charter bus service.

Following discussion, upon motion by Dr. Drummond, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the renewal of annual contracts for fine paper at \$100,000.00 with Shaughnessy Paper and \$50,000.00 with Xpedx Paper, for a total expenditure not to exceed \$150,000.00.

Learning Quality
Committee

Ms. Sharp reported that the Learning Quality committee did not meet in July.

Human Resources
Committee

Dr. Cook reviewed items from the June 28, 2011 Human Resources Committee meeting.

**PRESIDENT'S
RECOMMENDATIONS
FOR ACTION**

Treasurer's Report

Following discussion, upon motion by Dr. Drummond, 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 May 2011, subject to audit, as shown on Attachment C, 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 include:

- Congratulations to five graduates of the JCCC graphic design program who won silver ADDY awards in the student category at the American Advertising Federation national competition.

- Recognized Julie Haas and her team who are working to develop a Free College Day Online.
- Recognized Bruce Hartman for his outstanding work at the Nerman Museum and his representation of the college.

OLD BUSINESS

Dr. Calaway updated the Board on the status of the Housekeeping outsourcing request for proposals. He indicated that presentations have been made at each of the Board committee meetings and a Town Hall meeting is scheduled to occur with the Housekeeping staff on August 2. At that meeting, the Housekeeping staff will be challenged to review their current staffing levels and work with the administration to examine current practices in order to determine measures that can be taken to realize savings that are competitive with those received from the RFP process so that an internal RFP response can be developed. Dr. Calaway reminded the Board that external responses to the Housekeeping RFP would affect a savings to the College of approximately \$2-2.7 million. Dr. Calaway indicated that if Housekeeping were to be outsourced, a phase-in process would occur during a six to eight week period of time. It is expected that a recommendation will be brought forward to the full Board at its August meeting.

Organizational Items

Meeting Dates 11-12

Upon motion by Ms. Rayl, seconded by Dr. Cook, which motion unanimously carried, the Board of Trustees approved the meeting dates for 2011-2012, as shown on Attachment D, which hereby becomes a part of these minutes.

Naming Committee

Upon motion by Dr. Cook, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved the recommendation of the college administration to name the front lawn of the Nerman Museum of Contemporary Art the Oppenheimer Sculpture Park.

REPORTS FROM BOARD LIAISONS

Foundation

Ms. Sharp shared information from the Foundation Report. Items

highlighted include:

- Naming of the new officers of the Foundation Executive Board and new members-at-large for this fiscal year
- The bi-annual benefit to support the Nerman Museum, “Beyond Bounds – Brilliant!” will be held October 22nd.

Collegial Steering

Ms. Rayl reported that the Collegial Steering committee did not meet.

Faculty Association

Mr. Anderson welcomed Trustee Musil on behalf of the faculty association.

Mr. Anderson notified the Board of an ethics point report that he has filed on behalf of two faculty in the LPN program.

Achieving the Dream

Dr. Kovac informed the Board that we have reached the completion of our two-year commitment to the national initiative, and will continue this work locally under a new name, “Dream Johnson County”. The Core Team of Dream Johnson County will meet next week to discuss new activities for the College to consider going forward.

Dr. Kovac also shared the success story of the first Eastern Kansas Math Education Summit. This event was held last week and brought together math educators and advocates from our region.

PETITIONS AND
COMMUNICATIONS

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

CONSENT AGENDA

Dr. Calaway clarified that the entry of Jim Schwab in the Human Resources section of the Board Packet should read Head Women’s Soccer Coach, not Golf coach.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Rayl, which motion unanimously carried, the Board of Trustees approved the consent agenda, including the Human Resources Addendum, as shown on Attachment E, which hereby becomes a part of these minutes. The consent agenda

items included the following:

Curriculum	Changes to the curriculum, as shown on Attachment F, which hereby becomes a part of these minutes.
Minutes	Minutes from the June 16, 2011, Board of Trustees meeting.
Cash Disbursement Report	Ratified the total cash disbursements, as shown on Attachment G, which hereby becomes a part of these minutes, for the total amount of \$5,309,632.95.
Award of Bids	
Sophos Software Maintenance Renewal	Approved the low bid of \$25,309.20 from Global Gov/Ed Solutions, Inc. for the Sophos software maintenance renewal.
Renewal of Annual Contract for Paper for Digital Color Production Copier	Approved the renewal of annual contracts for paper for the digital color production copier at \$15,000.00 with Shaughnessy Paper and \$25,000.00 with Xerox, for a total expenditure not to exceed \$40,000.
Gifts, Grants, Contracts and Awards	The acceptance of grants, as shown on Attachment H, which hereby becomes a part of these minutes, and the authorization to expend funds in accordance with the terms of the grants.
Retirement	Retirement as follows: RAY KENNY, Hazardous Materials Coordinator, Public Safety Division, Educational Planning and Development Branch, effective June 30, 2011.
Resignations	Resignations as follows: MARY HUSEMAN, Associate Professor, Nursing, Health Care Professions/Wellness Division, Academic Affairs Branch, effective August 30, 2011. VIRGINIA SELL, Custodian, Campus Services Division, Educational Planning & Development Branch, effective July 29,

2011.

Terminations

Terminations as follows:

SHAWN SUMSTINE, Assistant Manager, Catering, Budget & Auxiliary Services Division, Administrative Services Branch, effective July 21, 2011.

STEVE KENNEDY, CAD Specialist, Facility Planning Division, Educational Planning & Development Branch, effective June 30, 2011.

Reassignment

Reassignment as follows:

SHARON DOWDALL, Gift Processing/Accounting Assistant, Institutional Advancement Division, Administrative Services Branch at \$18.97 per hour, to Administrative Assistant, President's Office, President's Branch, effective July 5, 2011 at \$18.97.

NOTE: Ms. Dowdall replaces Yvonne DeMaranville who was reassigned May 15, 2011 at \$18.03 per hour.

Approval for Total Disability

Approval for Total Disability as follows:

CARL BOOKER, Custodian, Campus Services Division, Educational Planning & Development Branch, who joined the JCCC staff on July 25, 2006, has been certified by his physician as totally disabled, effective July 5, 2011, as notified by the Kansas Public Employees Retirement System on July 7, 2011.

Employment – Regular

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

Employment - Temporary

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

ADJOURNMENT

The meeting was adjourned at 7:25 p.m.

Don Weiss
Chair

Jon Stewart
Vice Chair