

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 September 22, 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  
Melody Rayl, Vice Chair  
Jerry Cook, Secretary  
Greg Musil, Trustee  
Stephanie Sharp, Trustee  
Jon Stewart, Trustee

Absent: Bob Drummond, Treasurer

Staff

Terry Calaway, President  
Mark Ferguson, College Counsel

Jeff Anderson, Counselor  
Molly Baumgardner, Coordinator, Journalism Internships  
Emily Behrmann, General Manager, Performing Arts  
Mitch Borchers, Executive Director, Procurement Services  
Bill Brown, Dean, Technology  
Becky Centlivre-Meinke, Director, Human Resources  
Paula Corte, Adm. Asst., Video Prod. & Service  
Dennis Day, Vice President, Student Services  
Richard Fort, Asst. Dean, Ind. Tech. Prgms  
Dana Grove, Executive Vice President, Educational Planning &  
Development/COO  
Julie Haas, Associate Vice President, Marketing Communications  
Rex Hays, Executive Director, Campus Services  
Lin Knudson, Dean, Academic Support Division  
Judy Korb, Executive Vice President, Human Resources,  
Workforce & Community Development  
Jason Kovac, Executive Director, Academic Initiatives  
Shelia Mauppin, Intern, President's office  
Cathy Misenhelter, Manager, HR/Staff Dev. Systems  
Rick Moehring, Dean, Learner Engagement  
Denise Moore, Vice President, Information Services/CIO

Mioshi Neal, RR Welding Trainer  
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  
Marilyn Rhinehart, Executive Vice President, Academic  
Affairs/CAO  
Joe Sopcich, Executive Vice President, Administrative Services  
Terri Schlicht, Executive Assistant to the President and Board  
Anita Tebbe, Professor/Chair Legal Studies  
Tanya Wilson, General Counsel  
Janelle Vogler, Director, Internal Auditing Services  
John Winter, Lead Custodian  
Jerry Wolfskill, Associate Vice President, Public Safety  
Christina Wright, Event Manager, Perf. Venues

Students:                   Jordan Henderson  
                                  Ben Markley

Guests:                   Ann Arnott  
                                  Richard Schroeder  
                                  Emily Ford  
                                  Madelon Goetzinger  
                                  Karen Haake  
                                  Roger C. Huggins, III  
                                  Roosevelt Neal

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

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

PETITIONS AND COMMUNICATIONS   Dr. Weiss asked if anyone in the audience would like to address  
                                  the board. Custodial staff member John Winter, Spring Hill,  
                                  Kansas, expressed his view regarding the potential outsourcing of  
                                  Custodial Services.

AWARDS AND                Karen Haake – Vol\*Star 2000 Hour Award

## RECOGNITIONS

Madelon Goetzinger – Vol\*Star 2000 Hour Award  
Paula Corte – Recognition for Exemplary Service  
Mioshi Neal – Career Zoom Kansas Success Award

## COLLEGE LOBBYIST REPORT

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

## COMMITTEE REPORTS AND RECOMMENDATIONS

Management Committee Mr. Stewart reviewed items from the September 8, 2011 Management Committee meeting.

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

- **Establishment of an annual contract for a prime vendor for food and food supplies with SYSCO Food Services of Kansas City, Inc. at an annual expenditure not to exceed \$800,000.00.**
- **Renewal of annual contracts for temporary employment services at \$90,000.00 with A-1 Careers and \$97,500.00 with Apprentice Personnel, for a total expenditure not to exceed \$187,500.00.**
- **Renewal of the annual contract for Nortel telephone switch maintenance with Allegiant Networks at an amount not to exceed \$63,504.00.**
- **Renewal of the annual contract for solid waste disposal with Deffenbaugh Industries at a total annual expenditure not to exceed \$65,000.00.**
- **Low bid from McAnany Oil Company, Inc., for the establishment of an annual price contract for the purchase of bulk fuel in an amount not to exceed \$90,000.00.**
- **Renewal of the annual contract for painting with T.M.P., Inc., at a total annual expenditure not to exceed**

**\$50,000.00.**

**Following discussion, upon motion by Mr. Stewart, seconded by Mr. Musil, which motion unanimously carried, the Board of Trustees approved the low bid of \$50,130.00 from Shawnee Mission Ford, Inc. for passenger vans.**

**Following discussion, upon motion by Mr. Stewart, seconded by Ms. Sharp, which motion unanimously carried, the Board of Trustees approved \$3,000 sponsorship for the Greater Kansas City Chamber of Commerce.**

**Following discussion, upon motion by Mr. Stewart, seconded by Dr. Cook, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to also designate The Shawnee Dispatch and Tri-County News as official newspapers of the college and that publication constitutes legal notice on behalf of the Board of Trustees.**

Learning Quality  
Committee

Ms. Sharp reviewed items from the September 7, 2011 Learning Quality Committee meeting.

Human Resources  
Committee

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

**PRESIDENT'S  
RECOMMENDATIONS  
FOR ACTION**

Treasurer's Report

**Following discussion, upon motion by Mr. Stewart, 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 July 2011, subject to audit, as shown on Attachment A, which hereby becomes a part of these minutes.**

President's Monthly

Dr. Calaway shared information from his Monthly Report with the

Report to the Board

Board. Items highlighted include:

- Congratulations to Dr. Rhinehart, Dr. Kovac, and the triage team of the Early Alert Program. Initiatives such as this and Dream Johnson County enhance student engagement and enable our student retention and success rates to increase.
- JCCC, along with St. Luke's Health System, hosted an event on September 21<sup>st</sup> for over one hundred regional employers who are interested in taking steps to keep health care costs down. Dr. Richard Carmona, former U.S. Surgeon General, was the keynote speaker. Key discussion points included preventive health care and support mechanisms such as employee wellness programs.
- The State of the College address is scheduled for September 28<sup>th</sup> at 3:00 p.m. in the Polsky Theatre. The presentation will be related to Innovation Johnson County.
- The college has introduced our new electronic newsletter, "JCCC News". Anyone who would like to be included on the distribution list should contact Julie Haas or Melodee Blobaum.
- Dr. Calaway spent time the last two days in meetings with the Kansas Board of Regents. Discussions were held regarding the budgets as well as transfer and articulation. The initial request of \$20 million for the first year of the tiered formula for career and technical education has been reduced to \$8 million.
- Congratulations to Chair Don Weiss for successfully defending his dissertation and earning his doctoral degree this week.
- Dr. Grove and Mr. Hays continue to lead meetings with members of our housekeeping staff regarding proposals to maintain the housekeeping services internally. We expect to bring forward a recommendation to the management committee in October.

Kansas Association of Community College Trustees	Dr. Cook reported that on September 11 <sup>th</sup> and 12 <sup>th</sup> he and Dr. Calaway attended a Strategic Planning Session at Highland Community College. The four initiatives that were developed for a strategic plan are: funding, advocacy, articulation and marketing communication. Dr. Cook reported that the next KACCT meeting is scheduled for December 4 <sup>th</sup> and 5 <sup>th</sup> in Independence, Kansas.
Johnson County Research Triangle	Mr. Stewart reported that since the JCERT Authority is now meeting every other month, there has not been a meeting since the August 18 <sup>th</sup> board meeting. The next JCERT Authority meeting is scheduled for Tuesday, September 27 <sup>th</sup> at the K-State campus in Olathe.
Foundation	Mr. Musil reported on the Foundation's Executive Board and Directors meetings, held September 13 <sup>th</sup> and September 20 <sup>th</sup> respectively. The Foundation's financial report for 2011 was the primary focus of both meetings. Mr. Musil reported that Some Enchanted Evening, the student assistance gala on November 12, is almost sold out.
Collegial Steering	Dr. Weiss reported that the Collegial Steering Committee did not meet today.
Faculty Association	Mr. Anderson reported that the faculty association team for upcoming contract negotiations is almost finalized. Mr. Anderson also reported that the faculty association met with Dr. Korb regarding the salary study. The association recommends that the study begin with the administrative employees.
PETITIONS AND COMMUNICATIONS	Dr. Weiss asked if anyone in the audience would like to address the board. There was no response.
CONSENT AGENDA	<b>Following discussion, upon motion by Mr. Musil, seconded by Mr. Stewart, 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:</b>

Curriculum	Changes to the curriculum, as shown on Attachment C, which hereby becomes a part of these minutes.
Transfer to JCCC Tribute Fund	Authorized the transfer of \$450 from the general fund to the JCCC Foundation student scholarship fund in honor of Susan Goodman, Daniel Hettinger, and Ray Kenny.
Minutes	Minutes from the August 18, 2011, 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 \$6,516,366.24.
Award of Bids	
Safety and Security Audit	Approved the lowest acceptable proposal of \$38,000.00 from Security Risk Management Consultants, Inc. for a safety and security audit.
Regnier Center Data Closet Electrical Modifications	Approved the low bid of \$29,078.00 from Heritage Electric LLC for the Regnier Center data closet electrical modifications.
Dental Supplies	Approved the lowest acceptable bids of \$9,589.87 from Benco Dental Supply, Co., \$616.50 from BioSafe, Inc., \$843.30 from Dentsply Rinn, \$2,547.81 from Goetze Dental, \$863.88 from Henry Schein, Inc., \$3,918.15 from Nowalk Dental Supplies, \$206.55 from Patterson Dental Supply, Inc., and \$8,994.54 from Smart Practice, for a total expenditure of \$27,580.60 for dental supplies.
Annual Contract for Ad hoc Data Pulls	Approved the establishment of an annual contract for ad hoc data pulls with R.F. Fisher Electric Co., LLC at a total annual expenditure not to exceed \$40,000.00.
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.

Retirements

Retirements as follows:

BARBARA COMER, Benefits Specialist, Human Resources Division, Human Resources, Workforce and Community Development Branch, effective March 30, 2012.

SUSAN KLAMM, Administrative Assistant, Curriculum & Academic Quality Division, Academic Affairs Branch, effective December 31, 2011.

HERBERT PFEIFER, Computer Lab Supervisor, Information Services Division, Educational Planning & Development Branch, effective January 31, 2012.

Resignation

Resignation as follows:

LINDA ARNDT, Help Desk Technician, Information Services Division, Educational Planning & Development Branch, effective January 3, 2012.

Reassignments

Reassignments as follows:

SHARLA DANAHER, Administrative Assistant, Practical Nursing/Health Occupations, Health Care Professions/Wellness Division, Academic Affairs Branch at \$15.69 per hour, to Administrative Assistant, Science Division, Academic Affairs Branch, effective September 5, 2011 at \$17.34.

NOTE: Ms. Danaher replaces Lois Hardenbrook who will retire October 3, 2011 at \$21.65 per hour.

KERI WHITMER, Administrative Assistant, Community Services, Human Resources, Workforce and Community Development Branch at \$16.76 per hour, to Administrative Assistant, Respiratory Care/Polysomnography, Health Care Professions/Wellness Division, Academic Affairs Branch, effective August 22, 2011 at \$16.76.

NOTE: Ms. Whitmer replaces Sue Goodman who will retire

October 13, 2011 at \$19.77 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.		
Change to the FY2011- 2012 Staffing Authorization Table for Part-time Regular Staff	FROM:	Vending Services Assistant - Vacant, Keating	
	TO:	Dining Services Assistant III - Vacant, Keating	
Changes to the FY2011- 2012 Staffing Authorization Table for Full-time Regular Staff	FROM:	Darcy McGrath	Dean, Workforce Development & Operations
	TO:	Darcy McGrath	Director, Grants, Leadership & Development
	FROM:	Carmaletta Williams	Exec. Director, Diversity, Equity, Inclusion
	TO:	Carmaletta Williams	Professor, English
	FROM:	Patrick Rossol-Allison	Sr. Research Analyst, National Benchmark Institute
	TO:	Patrick Rossol-Allison	Director, Institutional Research & Evaluation
	FROM:	Vacant - New FY 0809	Business Solutions Consultant
	TO:	Vacant - New FY 0809	Senior Research & Data Analyst
Professor/Counselor Emeritus	The Master Agreement between JCCC and the JCCC Faculty Association provides for a Professor/Counselor Emeritus program to recognize and reward a bargaining unit retiree for outstanding teaching, job performance and service to the college. The program provides an opportunity for the retiree to continue service		

to the college after retirement. In accordance with the procedures stipulated in the Master Agreement, the following individual has been selected for Professor/Counselor Emeritus status.

MARY RACK

EXECUTIVE SESSION

**At 6:15 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 Mark Ferguson, Judy Korb, and Tanya Wilson.**

**At 6:45 p.m., the meeting reconvened and the chairman announced that no action had taken place during executive session.**

COLLEGE PRESIDENT'S  
CONTRACT

**Upon motion by Ms. Rayl, seconded by Dr. Cook, which motion carried with a vote of 5-1, with Ms. Sharp voting no, the Board of Trustees approved the college president's employment agreement as presented.**

ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

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Don Weiss  
Chair

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Melody Rayl  
Vice Chair

