

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 Vice Chair on April 18, 2019, at 4:00 p.m. in the Hugh W. Speer Board Room, 137 General Education Building, on the JCCC campus, 12345 College Boulevard, Overland Park, Kansas.

Trustees Jerry Cook, Chair
 Nancy Ingram, Vice Chair
 Greg Musil, Treasurer
 Dave Lindstrom, Secretary
 Lee Cross, Trustee
 Angeliina Lawson, Trustee
 Paul Snider, Trustee

Staff Joe Sopcich, President

Kate Allen, Associate Vice President, Institutional Advancement/Government Affairs
Jay Antle, Professor/Executive Director, Sustainability
Malinda Bryan-Smith, Director, Grants Leadership & Development
Brandon Burgette, Assistant Coach, Men's Basketball
Becky Centlivre, Vice President, Human Resources
Colleen Chandler, Director, Human Resources
John Clayton, Executive Director, Institutional Effectiveness
Brett Cooper, Associate Professor, Math Resource Center
Leroy Cox, Dean, Business & Technology
Ibby Daugherty, Operations Support Analyst, Admin. Computer Services
Dalal Essa, Student Employee, College Work Study
Mary Funk, Adjunct Professor, Writing Center
Chris Gray, Executive Director, Marketing Communications
Melanie Harvey, Associate Professor, Chemistry
Rex Hays, Associate Vice President, Campus Services/Fac. Plng.
Kaytlin Hill, Campus Ledger
Jeff Hoyer, Director, Continuing Education Operations
Pamela Hulen, Associate Professor, Marketing Management
Michael Jeffers, Coach, Men's Basketball
Farrell Jenab, Director, Faculty Development
Tara Karaim, Community Based Learning Coordinator, Honors Program

Board of Trustees

April 18, 2019

Page 2

Caleb Keltner, Student Life Ambassador, Student Activities

Tamara Kingston, Facilities Scheduling Coordinator, Carlsen Center Operations

David Krug, Professor, Accounting

Barbara Larson, Executive Vice President, Finance and Admin. Services

Rachel Lierz, Associate Vice President, Financial Services/CFO

Claudia Martin-Ayoade, Registered Dietitian, Dining Services

Maria Martinez, Honors Ambassador, Honors Program

Karen Martley, Vice President, Continuing Education & Organizational Development

Mickey McCloud, Vice President, Academic Affairs/CAO

Justin McDaid, Manager, Internal Audit, Audit and Advisory Services

Derek Nester, Senior Multimedia Engineer & Event Specialist, Audio Visual Services

Alisa Pacer, Emergency Preparedness Manager, Emergency Management

Tom Pagano, Vice President/CIO, Information Services

Debbie Rulo, Director, Business Development/Partnerships, Continuing Education

Chandra Russell, Budget Analyst, Financial Services

Terri Schlicht, Executive Assistant to President and Board, President's Branch

Heather Seitz, Professor, Biology

Gurbhushan Singh, Associate Vice President, Academic Affairs

Shawn Smith, Director, Collaboration Center

Randy Stange, Assistant Dean, Athletics

Janelle Vogler, Associate Vice President, Business Services

Sandra Warner, Deputy CIO/Director, Administrative Computer Services

Randy Weber, Vice President, Student Success/CSAO

Tanya Wilson, General Counsel

Students

Caroline Beardall

Tiger Harris-Webster

MaCaleb Hughes

Nick Larkin

Nicholas Leon

JaQuaylon Mays

Meli McKinney

Lukas Milner

Feranda Morales

Berlin Roberson
Isiah Sears
Nic Slavin
David Turner
General Williams
Xavier Womack

Visitors

Katy Bergen
Dick Carter
Lincoln Carter
Roberta Eveslage
Jameia Haines
Saleenia Sears
Cheryl Shaw
Shaun Shufelberger

QUORUM	Dr. Cook announced the presence of a quorum, with seven board members present.
PLEDGE OF ALLEGIANCE	Dr. Cook led the Board of Trustees and other meeting participants in the reciting of the Pledge of Allegiance.
BUDGET WORKSHOP	Ms. Lierz provided an overview of the budget documents for 2019-2020 with the Board of Trustees.
AWARDS AND RECOGNITIONS	Pamela Hulen and Heather Seitz – Roueche Leadership Award Claudia Martin-Ayoade and Jason Arnett – Innovation of the Year Award 50th Anniversary Quilt Presentation – Cavalier Quilters Men’s Basketball, NJCAA Division II, 2nd Place
OPEN FORUM	David Krug, Accounting Professor, Overland Park, Kansas, thanked the Board for approving the new part-time regular hourly

employee Personal Annual Leave (PAL) and Holiday pay benefits and the new Voluntary Employee Retirement Benefit (VERB) for full-time employees.

STUDENT SENATE REPORT

Student Senate President, Tiger Harris-Webster, gave a presentation on:

- New clothing pantry is called the “Career Closet” and is up and running (students can find clothes needed for interviews/jobs and donations are being accepted for business casual items)
- Budget update
 - Have allocated funds to 5 different groups on campus so far
- New executive members for the upcoming session introduced
 - Broke a record in voting participation for this Student Senate election
- Constitutional changes
 - Vice Chairs will be given a 3-credit scholarship for their work
- Clubbies
 - Professors, faculty and students will be honored at this awards ceremony
 - Time capsule will be compiled during the ceremony
- College Promise initiative
 - Thanked Dr. Weber for inviting him and Caleb, VP, to the College Promise open house and presentation
 - Student Senate is currently working on a letter of support for this initiative

COLLEGE LOBBYIST REPORT

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

COMMITTEE REPORTS AND RECOMMENDATIONS

Collegial Steering Dr. Cook reviewed items from the April 2, 2019 Collegial Steering Committee meeting.

Human Resources
Committee Ms. Lawson reviewed items from the April 5, 2019 Human Resources Committee meeting.

Following discussion, upon motion by Ms. Lawson, seconded by Mr. Musil, which motion unanimously carried, it is the recommendation of the HR Committee that the Board of Trustees accept the recommendation of the College administration to approve modifications to the Discrimination, Harassment or Retaliation Policy 411.01 and the Nondiscrimination Policy, 314.10 as shown in the Board packet.

Learning Quality
Committee Mr. Snider reviewed items from the April 1, 2019 Learning Quality Committee meeting.

Following discussion, upon motion by Mr. Snider, seconded by Mr. Lindstrom, which motion unanimously carried, it is the recommendation of the Learning Quality Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the following Policies: Advanced Standing Credit Policy 314.03, Grade Review and Appeal Policy 314.08, Continuing Education Units Policy 314.09, and Non-Student Classroom Participation Policy 314.10, as shown in the Board packet.

Management
Committee Ms. Ingram reviewed items from the April 3, 2019 Management Committee meeting.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Cross, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modifications to the Data Classification and Security Policy, as shown in the Board packet.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Lindstrom, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modifications to the Safety and Security Policy 610.00, Infectious Disease Policy 611.00, and National Incident Management System Policy 620.00, as shown in the Board packet.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Lindstrom, which motion unanimously carried by a vote of 6 to 0 with Mr. Snider abstaining, the Board of Trustees accepted the recommendation of the College administration to approve a contract with the Kansas City Area Transportation Authority (KCATA) for College participation in KCATA's "RideKC University Pass Program."

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Cross, which motion unanimously carried by a vote of 6 to 0 with Mr. Snider abstaining, the Board of Trustees accepted the recommendation of the College administration to enter into a 10-year Renewables Direct Participation Agreement a contract with the Kansas City Power and Light (KCP&L).

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Lindstrom, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the proposal from Rank Fuse for Search Engine Marketing and Search Engine Optimization for a base year of \$90,996.00 for FY 2019 - 2020 and a total expenditure not to exceed \$454,980.00.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Lindstrom, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college

administration to approve the proposal from Centro for Digital Advertising for a base year of \$135,000.00 for FY2019 - 2020 and a total expenditure not to exceed \$675,000.00.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Lindstrom, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the new contract award to *CastleBranch Corporation* for an initial one-year total not to exceed \$62,230.00 with an estimated five -year total not to exceed \$311,150.00 for the College's Health Occupations and Practical Nursing Department. Each year total may vary in cost dependent upon student enrollment quantities and the type of background and/or drug screening services performed.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Lindstrom, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the low bid from KBS Constructors, Inc. in the amount of \$299,348.00, with an additional 10% contingency of \$29,935.00 to allow for possible unforeseen costs, for a total expenditure not to exceed of \$329,283.00.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Snider, which motion unanimously carried, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the low bid from Nebraska Book Company, Inc. dba Campus Store Design in the amount of \$285,989.70.

PRESIDENT'S
RECOMMENDATIONS
FOR ACTION

Treasurer's Report

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

Mr. Cross, which motion unanimously carried, the Board of Trustees accepted the recommendation of the college administration to approve the Treasurer's Report for the month February 2019, subject to audit, as shown in the board packet.

President's Monthly
Report to the Board

Dr. Sopcich introduced a lightning round, inviting cabinet members to share highlights from their different areas:

- Karen Martley reported on Continuing Education highlights
 - Summer Youth Program enrollment is up
 - April 11th – JCCC hosted the DigiGirls workshop, a national Microsoft-hosted event encouraging girls to participate in STEM
- Randy Weber highlighted some statistics from JCCC's Wage Data report, which our IR department compiled in partnership with Equifax
 - They are using these statistics to figure out how to further support our students in completion of their degrees
- Mickey McCloud reported on Academic Affairs highlights
 - Professor David Krug has been invited to present on a program he has developed for the accounting program
 - Debate Team's showings and results in two national tournaments
 - Update on transfer partnership with KU Edwards, and next steps in working on the Fine Arts
- Dr. Sopcich shared some highlights from JCCC's Model UN team's participation in the Model UN conference in New York this week
- Dr. Sopcich commented on Howard Schultz's visit to campus this week, and he commended our events staff on their hard work in turning this around in a short amount of time. He also commended our students for their insightful questions during the town hall meeting, which impressed Mr. Schultz.

Faculty Association

Dr. Harvey delivered her report, which covered several topics:

- Upcoming student presentations that Trustees and administration will be invited to, so they can see our students' hard work in action
- Six JCCC faculty attended the annual KDA Representative Assembly, where they connected with faculty and K-12 teachers from other states, and gained good takeaways from several informative breakout sessions
- Faculty Senate has formed a task force on looking into diversity equity and inclusion on campus, and is holding a town hall meeting on May 1st at 11 a.m. in the CoLab to discuss the report they have put together

Johnson County
Research Triangle

Trustee Cross stated that there was no meeting this past month and the next meeting is scheduled to occur on April 23, 2019 at 7:30 AM at the KU Edwards campus.

Kansas Association of
Community College
Trustees

Trustee Lawson reported that KACCT did not meet this month and she has no report at this time.

Foundation

Trustee Musil provided the Foundation report:

- The 2019 Johnson Countian of the Year will be Mr. Frank Devocelle of Olathe. Frank retired as the Olathe Health CEO in 2018 and has dedicated nearly 5 decades to meeting the evolving healthcare needs of Johnson County residents. He did it with a passion and commitment to our community that is legendary.
- As Johnson Countian of the Year, Frank will be recognized at our Some Enchanted Evening scholarship gala on November 9th. Mike and Susan Lally are serving as the 2019 co-chairs of the gala, which last year raised more than \$800,000 for JCCC student scholarships. Sponsorship solicitations have begun under the leadership of Pam Popp who is serving as sponsorship chair.
- The Cohen Community Series will present Roots & Boots '90s Electric Throwdown on May 4th in Yardley Hall. It

features country legends Sammy Kershaw, Collin Raye and Aaron Tippin. More than 800 tickets have been sold already! The Cohen Community Series was inaugurated in 2008 through a gift from Jon Stewart in honor of the late Barton P. Cohen. All proceeds for this event go to JCCC scholarships and educational programs.

- The Foundation Board will meet on Friday, April 26 as part of the Foundation's Annual Luncheon and the FADS ribbon-cutting and dedication ceremony. All Trustees are invited to the Annual Luncheon that day at 11:30 in the Arts Courtyard, adjacent to the new FADS building.

CONSENT AGENDA

Following discussion, upon motion by Mr. Musil, seconded by Ms. Ingram, which motion unanimously carried, the Board of Trustees approved the consent agenda, including the Human Resources Addendum, as shown in the board packet. The consent agenda items included the following:

Minutes	Minutes from the March 21, 2019 Board of Trustees meeting.
Cash Disbursement Report	Ratified the total cash disbursements, as shown in the board packet for the total amount of \$5,987,948.59
Grants, Contracts and Awards	The acceptance of grants, as shown in the board packet, and the authorization to expend funds in accordance with the terms of the grants.
Affiliation, Articulation, And Reverse Transfer, Cooperation and other Agreements	Authorized the college to enter into agreements with the agencies/institutions, as shown in the board packet.
Deceased	The Board of Trustees is officially informed that JACK DONAHOO, Senior Multimedia Engineer and Event Specialist, died March 18, 2019. Mr. Jack Donahoo joined the full-time college staff on September 27, 2015.

The Board of Trustees is officially informed that JUDITH VAUGHN,

Professor/Librarian, died March 23, 2019. Ms. Judith Vaughn joined the full-time college staff on August 1, 1996.

Retirements

GAIL TRACY (KPERS), Financial Aid Process/Registration Supervisor, Student Services & Success, Student Success, effective July 2, 2019.

SUZANNE FRANKLIN (KPERS), Professor Reading/Academic Achievement Center, Academic Support Division, Academic Affairs, effective July 31, 2019.

MARGARET WARREN (KPERS), Custodian, Campus Services, Finance and Administrative Services, effective May 10, 2019.
REX HAYS (KPERS), Associate Vice President, Campus Services/Facility Planning, Campus Services, Finance and Administrative Services, effective December 31, 2019.

GLORIA ROSSO (KPERS), Counselor, Learner Engagement and Success, Student Success, effective September 30, 2019.

Separations

SHARLA DANAHER, Program Coordinator, Continuing Education, Continuing Education and Organizational Development, effective May 3, 2019.

MICHAEL MARCHESE, Deputy Chief of Police, Police, Finance and Administrative Services, effective April 19, 2019.

Contract Non-Renewals

Morris King, Associate Professor RR Electronics
Shannon Lueker, RR Welding Trainer
John Massey, RR Welding Trainer
Mioshi Neal-Stovall, RR Welding Trainer
Leaven Thomas, RR Welding Trainer
Darrell Wapp, RR Welding Trainer

Reassignments

JANELLE ROWE, Lead Student Development Specialist, Enrollment Management, Student Success, at \$17.29 per hour to Supervisor-Testing Services, Testing/Assessment Services, Student Success, effective April 4, 2019 at \$23.75 per hour.

MARY MCMULLEN-LIGHT, Administrative and Research Assistant, Institutional Effectiveness, at \$20.30 per hour to Administrative Assistant, Arts & Design, Humanities, & Social Sciences Division, Academic Affairs, effective April 1, 2019 at \$20.30 per hour.

JAMES MATT, Multimedia Engineer and Event Specialist, Client Support Services, Finance and Administrative Services at \$16.96 per hour to Senior Multimedia Engineer & Event Specialist, Client Support Services, Finance and Administrative Services, effective March 21, 2019 at \$26.20 per hour.

Employment –
Regular

Regular employment in classifications indicated, as shown in the board packet.

Employment –
Temporary

Temporary employment in classifications indicated, as shown in the board packet.

Additions or Changes to
the FY2018-2019
Staffing Authorization
Table for Part-time
Regular Staff

FROM: Rebecca Bell, Success Advocate, \$14.94
TO: Rebecca Bell, Student Development Specialist, \$14.94

FROM: Nancy Bentz, Success Advocate, \$19.48
TO: Nancy Bentz, Student Development Specialist, \$19.48

FROM: Audrey Cooper, Success Advocate, \$14.94
TO: Audrey Cooper, Student Development Specialist, \$14.94

FROM: Constance Cupryk, Success Advocate, \$21.03
TO: Constance Cupryk, Student Development Specialist, \$21.03

FROM: Lori Eveler, Success Advocate, \$15.50
TO: Lori Eveler, Student Development Specialist, \$15.50

FROM: Jennifer McNolty, Success Advocate, \$15.80
TO: Jennifer McNolty, Student Development Specialist, \$15.80

FROM: Terry Stanley, Success Advocate, \$15.09
TO: Terry Stanley, Student Development Specialist, \$15.09

FROM: Robyn Zwolinski, Success Advocate, \$15.80
TO: Robyn Zwolinski, Student Development Specialist, \$15.80

Additions or Changes to the FY2018-2019 Staffing Authorization

FROM: Admissions Data Coordinator
TO: Admissions Data Specialist

Table for Full-time Regular Staff

FROM: Assistant Manager Bookstore Accounting Operations
TO: Bookstore Accountant

ADJOURNMENT

Upon motion by Ms. Ingram, seconded by Mr. Cross which motion unanimously carried, the Board of Trustees meeting adjourned at 7:00 p.m.

Jerry Cook
Chair

Nancy Ingram
Vice Chair