

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 16, 2020, 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 Greg Musil, Chair
 Paul Snider, Vice Chair
 Lee Cross, Treasurer
 Nancy Ingram, Secretary
 Jerry Cook, Trustee
 Angeliina Lawson, Trustee
 Laura Smith-Everett, Trustee

Staff Joe Sopcich, President

Sheri Barrett, Director, Assessment/Evaluation/Institutional Outcomes
Malinda Bryan-Smith, Director, Grants Leadership & Development
Becky Centlivre, Vice President, Human Resources
John Clayton, Executive Director, Institutional Effectiveness
Chris Gray, Executive Director, Marketing Communications
Tom Hall, Associate Vice President, Campus Services. Fac. Plng.
Melanie Harvey, Associate Professor, Chemistry
Farrell Hoy Jenab, Directory, Faculty Development
Jeff Hoyer, Director, Continuing Education Operations
Rachel Lierz, Associate Vice President, Financial Services/CFO
Mickey McCloud, Vice President, Academic Affairs/CAO
Justin McDaid, Director, Audit and Advisory Services
Caitlin Murphy, Administrative Assistant, President's Office
Kelsey Nazar, Senior Legal Counsel
Alisa Pacer, Director, Emergency Management
Tom Pagano, Vice President/CIO, Information Services
Gurbhushan Singh, Associate Vice President, Academic Affairs
Shawn Smith, Director, Collaboration Center
Janelle Vogler, Associate Vice President, Business Services
Elisa Waldman, Dean, Continuing Education
Randy Weber, Vice President, Student Success/CSAO

Jerry Zimmerman, Manager, Benefits

Students

Alexis Sutton

Visitors

Michael Ashcraft
Dick Carter
Lindsey Constance
Addie Everett
James Everett
Owen Everett
Rhesa Everett
Allan Hallquist
Christopher Reeves
Barbara Smith
David Smith

QUORUM	Mr. Musil announced the presence of a quorum, with seven board members present.
PLEDGE OF ALLEGIANCE	Mr. Musil led the Board of Trustees and other meeting participants in the reciting of the Pledge of Allegiance.
AWARDS AND RECOGNITIONS	There were no awards and recognitions.
OPEN FORUM	Mr. Musil announced that there were no registered speakers. Subsequent to the Board Reports, Ms. Lawson requested by handwritten note to Mr. Musil that Christopher Reeves, Shawnee resident, be afforded the opportunity to address the board. He expressed personal concerns with media relations.
BOARD REPORTS	

Student Senate	There was no Student Senate Report.
College Lobbyist	Mr. Carter shared information from the monthly legislative update report with the Board of Trustees.
Faculty Association	Dr. Melanie Harvey delivered the Faculty Association report. She spoke about recent Professional Development sessions for faculty and staff, including meeting student needs, the DEI audit, immigration and international students, and a master teacher workshop. She detailed the KNEA Higher Education Summit and discussions with other leaders in higher education. Additionally, she noted updates from the Presidential Search Committee.
Johnson County Education Research Triangle	Trustee Cross stated that the next JCERT meeting is scheduled to occur in April 2020 and remarked on the 10-year impact JCERT has had on the local economy.
Kansas Association of Community College Trustees	Trustee Ingram gave the KACCT report. She provided updates on the executive committee, Kansas leadership, and legislative committee activities.
Foundation	Trustee Ingram delivered the Foundation report. She spoke on the recent Board of Directors meeting, including reports on how the foundation is impacting students for the better and the Cultivate Inc. program. She reported on the upcoming Johnson Countian of the year selection, as well as the Foundation members social.

COMMITTEE REPORTS AND RECOMMENDATIONS

Human Resources	Ms. Ingram reported that the Human Resources Committee did not meet in January.
Learning Quality	Dr. Cook reviewed items from the January 6, 2020 Learning Quality Committee meeting.

A motion was made by Dr. Cook, seconded by Mr. Cross to accept the recommendation of the College administration to approve modification to the following Policies: Assessment Policy 311.02, Scheduling of Courses and Add/Drop Policy 311.03, Enrollment Status and Course Load Policy 311.04, Tuition Refund Policy 312.01, and Financial Aid Policy 313.01, as shown in the Board packet. Following discussion, a motion was made by Dr. Cook to amend the motion to remove Scheduling of Courses and Add/Drop Policy 311.03 for separate consideration. The motion was seconded by Mr. Cross, and approved unanimously.

Following discussion, upon motion by Dr. Cook, seconded by Mr. Snider, which motion carried with a vote of 6-1 with Ms. Lawson voting against, the Board of Trustees accepted the recommendation of the College administration to approve modification to the Scheduling of Courses and Add/Drop Policy 311.03, as shown in the Board packet.

Management
Committee

Dr. Cook reviewed items from the January 8, 2019 Management Committee meeting.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Ingram, which motion unanimously carried, the Board of Trustees accepted the recommendation of the College administration to approve modification of the Service of Alcoholic Beverages Policy 217.06, as shown in the Board packet.

Following discussion, upon motion by Dr. Cook, seconded by Mr. Snider, which motion unanimously carried, the Board of Trustees accepted the recommendation of the College administration to approve the deletion of the Returned Checks Policy 312.03, as shown in the Board packet.

Following discussion, upon motion by Dr. Cook, seconded by Mr. Cross, which motion unanimously carried, it is the recommendation of the Management Committee that the Board

of Trustees authorize the transfer of \$9,000 from the Sustainability Initiatives Fund to the JCCC Foundation to be used for student scholarships.

Following discussion, upon motion by Dr. Cook, 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 designate Mr. Greg Musil Chair, Board of Trustees, Mr. Lee Cross Treasurer, Board of Trustees and Dr. Joseph M. Sopcich President as authorized signers on the college's accounts.

Following discussion, upon motion by Dr. Cook, 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 approve the low bid from The Wilson Group for Request for Bid (RFB) 20-040, Industrial Training Center (ITC) HVAC improvements Phase 2 in the amount of \$226,356.00, with an additional 10% contingency of \$22,635.60 to allow for possible unforeseen costs, for a total estimated expenditure of \$248,991.60.

PRESIDENT'S
RECOMMENDATIONS
FOR ACTION

Treasurer's Report

Following discussion, upon motion by Mr. Cross, seconded by Mr. Snider, which motion carried with a vote of 6-1, with Ms. Lawson voting against, the Board of Trustees accepted the recommendation of the college administration to approve the Treasurer's Report for the month of November 2019, subject to audit, as shown in the board packet.

President's Monthly
Report to the Board

Dr. Sopcich delivered the President's monthly report to the board. He highlighted the high scores from the Noel-Levitz Student Satisfaction Inventory and stated the importance of keeping the

college as student centered as possible.

OLD BUSINESS

Presidential Search Update

Dr. Cook highlighted the following in regard to the Presidential Search:

- Application deadline extended until January 20, 2020
- Reviewed names of Search Committee members
- AGB will be on campus January 30, 2020
- 8-10 semi finalists will be chosen
- 3-4 finalists proposed to Board of Trustees
- Finalists to interview with the Board of Trustees March 2-3, 2020
- Selection of candidate at the March 19, 2020 board meeting

Board Member Censure Investigation Update

Mr. Musil read the letter he wrote to the Members of the JCCC and Johnson County community dated January 8, 2020.

CONSENT AGENDA

Ms. Lawson asked that items XI. A. 1. Minutes of the Previous Meeting and XI. A. 2. Cash Disbursement Report be pulled for separate consideration.

Following discussion, upon motion by Mr. Cross, seconded by Mr. Snider, 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:

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, Cooperative and Other Agreements

Authorized the college to enter into agreements with the agencies/institutions, as shown in the Board Packet.

Curriculum	Changes to the curriculum, as shown in the Board Packet.
Transfer to JCCC Foundation Tribute Fund	Authorize the transfer of \$300 from the general fund to the JCCC Foundation student scholarship fund in honor of Randy Breeden and Terry Callihan.
Retirements	JOANN RIGGS (KPERS), Administrative Assistant, Continuing Education Operations, Continuing Education and Organizational Development, effective July 15, 2020.
Separation	COLLEEN RYCKERT COOK, Principal Writer/Editor, Strategic Communications Marketing, effective January 24, 2020.
Reassignments	<p>KENDYL MCDUGALD, Zero Waste Associate Sustainability, Campus Services, Finance and Administrative Services, at \$12.72 per hour to Interim Assistant Coordinator Zero Waste, Campus Services, Finance and Administrative Services, effective January 1, 2020 at \$14.63 per hour.</p> <p>JESSICA JOHNSON, Subcenter Director, PTAC, Continuing Education and Organizational Development, at an annual salary of \$71,318 to Director, Small Business Development Center, Continuing Education and Organizational Development, effective January 21, 2019 at an annual salary of \$84,740.</p>
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.
Unpaid Extraordinary Leave of Absence	MOLLY BAUMGARDNER, Coordinator Communications, Strategic Communications Marketing, has requested a part-time unpaid Extraordinary Leave of Absence from January 1, 2020 - May 31, 2020.

Change to the FY2019-2020 Staffing Authorization Table for Part-time Regular Staff FROM: Video Systems Technician
TO: Senior Tutor Anatomy & Physiology SRC
FROM: Library Clerk
TO: Librarian

Minutes Ms. Lawson requested that the December 12, 2019 minutes reflect that she voted against the 2020 slate of officers, committee and liaison assignments.

Following discussion, upon motion by Mr. Snider, seconded by Ms. Smith-Everett which motion unanimously carried, the Board of Trustees approved Minutes from the December 12, 2019 Board of Trustees meeting as amended.

Cash Disbursement Report Ms. Lawson requested that the Cash Disbursement report be pulled for further discussion.

Following discussion, upon motion by Mr. Snider, seconded by Mr. Cross, which motion carried with a vote of 6-1, with Ms. Lawson voting against, the Board of Trustees ratified the total cash disbursements, as shown in the Board Packet, for the total amount of \$ 8,515,784.37

ADJOURNMENT **Upon motion by Mr. Cross, seconded by Ms. Ingram which motion unanimously carried, the Board of Trustees meeting adjourned at 7:49 p.m.**

Greg Musil
Chair

Paul Snider
Vice Chair