

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 21, 2021, 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 and via Zoom Webinar.

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 Andy Bowne, President

Kate Allen, Vice President, College Advancement & Government Affairs
Jason Brunkan, Senior Multimedia Engineer & Event Specialist, AV Services
Malinda Bryan-Smith, Director, Grants Leadership & Development
John Clayton, Executive Director, Institutional Effectiveness
Tai Edwards, Professor, History
Chris Gray, Vice President, Strategic Communications & Marketing
Tom Hall, Associate Vice President, Campus Services. Fac. Plng.
Leslie Hardin, Vice President, Human Resources
Jeff Hoyer, Executive Director, Space Management
Marc Leacox, Senior Multimedia Engineer & Event Specialist, AV Services
James Leiker, Professor, History/Political Science
Rachel Lierz, Associate Vice President, Financial Services/CFO
Del Lovitt, Interim CIO, Information Services
Karen Martley, Vice President, Continuing Education & Org. Development
Mickey McCloud, Executive Vice President, Academic Affairs/CAO
Justin McDaid, Director, Audit and Advisory Services
Caitlin Murphy, Coordinator, President's Office
Kelsey Nazar, Senior Legal Counsel
Derek Nester, Senior Multimedia Engineer & Event Specialist, AV Services
Terri Schlicht, Executive Assistant to President & Board
Gurbhushan Singh, Associate Vice President, Academic Affairs

Adrian Swan, Manager, Multimedia Services
Andrew Tady, Videographer/Editor, Video Services
Sam Tady, Senior Videographer/Editor, Video Services
Janelle Vogler, Associate Vice President, Business Services
Sandra Warner, Executive Director, Business Continuity
Randy Weber, Interim Executive Vice President for Finance & Administrative Services/
Executive Vice President, Student Success/Chief Strategy Officer

Students

Sailor Usher

Visitors

Dick Carter

QUORUM	Mr. Musil announced 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	2019 Historic Preservation Award – Dr. James Leiker and Dr. Tai Edwards
OPEN FORUM	Mr. Musil announced there were no registered speakers.
BOARD REPORTS	
Student Senate	Sailor Usher, Student Senate President, delivered the Student Senate report. He spoke on their recent winter retreat and SWOT analysis session with the Senate. He announced that Student Senate is teaming up with CSI for students to participate in events and study hall. He also spoke on preparing for Student Senate elections.
College Lobbyist	Mr. Carter shared information from the monthly legislative

update report with the Board of Trustees.

Faculty Association	Dr. James Leiker delivered the FA report. He spoke on upcoming events to showcase faculty work with virtual presentations. He stated concerns and made suggestions to board communications. He updated that the FA would be holding informative sessions on the recent FA survey. Additionally, he spoke on concerns with changing KBOR policy.
Johnson County Education Research Triangle	Mr. Cross stated that the next JCERT meeting will occur next quarter.
Kansas Association of Community College Trustees	Ms. Ingram gave the KACCT report, stating that the next quarterly meeting would be in March. She provided an update on the status of upcoming events as well as the Friday Presidential calls and CARES funding.
Foundation	Mr. Snider delivered the Foundation report. He announced the year end gifts, highlighting the donation from two alumni. He spoke on the 2020 Some Enchanted Opportunity book, and the recent Board of Directors meeting. He announced upcoming events, including Board Development, Investment Committee, and a members social.

COMMITTEE REPORTS AND RECOMMENDATIONS

Collegial Steering Committee	Mr. Musil reviewed items from the January 12, 2021 Collegial Steering Committee Zoom meeting.
Human Resources Committee	Ms. Smith-Everett stated that Human Resources did not meet in January.
Learning Quality Committee	Ms. Ingram reviewed items from the January 4, 2021 Learning Quality Committee Zoom meeting.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Snider, which motion carried unanimously, 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 Student Organizations Policy 318.01.

Following discussion, upon motion by Ms. Ingram, seconded by Dr. Cook, which motion carried unanimously, 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 Student Code of Conduct Policy 319.01.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Snider, which motion carried unanimously, 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 Student Disciplinary Action Policy 319.02.

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Cross, which motion carried unanimously, 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 Student Complaints Policy 319.04.

Management
Committee

Dr. Cook reviewed items from the January 6, 2021 Management Committee Zoom meeting.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Lawson, which motion carried unanimously, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Naming of College Facilities Policy 217.05

Following discussion, upon motion by Dr. Cook, seconded by Ms. Smith-Everett, which motion carried unanimously, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Records Retention Policy 219.00.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Lawson, which motion carried unanimously, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Animals on Campus Policy 630.00.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Ingram, which motion carried unanimously, 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. Andrew W. Bowne, President, as authorized signers on the college's accounts.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Smith-Everett, which motion carried unanimously, it is the recommendation of the Management Committee that the Board of Trustees authorize the transfer of \$3,000 from the Sustainability Initiatives Fund to the JCCC Foundation to be used for student scholarships.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Lawson, which motion carried unanimously, 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 McCownGordon for Construction Manager at Risk (CMAR) services for the Science Lab Renovations at an estimated fee of \$1,684,746.00 (refer to 21-026 Supplemental Information - Finalist Project

Costs) which is subject to change based on the actual project Guaranteed Maximum Price (GMP) construction cost, with the final agreement subject to approval by college counsel.

PRESIDENT'S
RECOMMENDATIONS
FOR ACTION

Treasurer's Report

Following discussion, upon motion by Mr. Cross, seconded by Ms. Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to approve the Treasurer's Report for the month of November 2020, subject to audit.

President's Monthly
Report to the Board

Dr. Bowne delivered his monthly report by first introducing Leslie Hardin, Vice President of Human Resources. He thanked those who attended the All Staff meeting, and spoke on the current format blend of classes. He thanked faculty and staff for handling the changes. He spoke on virtual tours of the Nerman Museum of Contemporary Art and the FADS Building, professional development for volunteer staff, and performing arts updates. He spoke on Continuing Education, SBDC, and adult education classes. He spoke on the planning work going into the upcoming summer and fall semesters, noting how the college is handling the unknown. He spoke on current enrollment numbers comparing to both last semester and other colleges, as well as the Mission, Vision, Values feedback drafts. Dr. Bowne thanked the foundation and their efforts, including the Some Enchanted Evening campaign.

NEW BUSINESS

Committee Structure

In the January 9, 2021 board retreat, the Board of Trustees discussed a one year pilot of a committee of the whole instead of the current subcommittee structure.

Following discussion, upon motion by Mr. Snider, seconded by Ms. Lawson, which motion carried unanimously, the Board of Trustees approved directing staff to prepare and bring back for

action at the February 2021 meeting a plan for implementing the committee as a whole pilot program.

Priorities/Goals for the President

Mr. Musil provided an updated from the January Retreat regarding the five Board/President joint goals. These goals include:

1. Establish a culture of holistic diversity, equity, and inclusion
2. Increase equitable student success outcomes
3. Increase mutually beneficial partnerships with high schools, employers, community organizations
4. Increase access/enrollment in credit and Continuing Education programs
5. Reimagine the future of JCCC

Following discussion, upon motion by Ms. Lawson, seconded by Ms. Ingram, which motion carried unanimously, the Board of Trustees approved the five Board/President joint goals.

OLD BUSINESS

Mr. Musil announced there was no old business.

CONSENT AGENDA

Mr. Cross asked that item XI. B.2., Separations, and XI. B.6., Unpaid Extraordinary Leave of Absence be pulled for separate consideration.

Following discussion, upon motion by Dr. Cook, seconded by Ms. Smith-Everett, which motion carried unanimously, 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 December 10, 2020 Board of Trustees meeting.

Cash Disbursement Report

Ratified the total cash disbursements, as shown in the board packet for the total amount of \$ 3,396,181.20

Curriculum	Changes to the curriculum, as shown in the Board Packet.
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.
Retirements	<p>MARILYN GAIRNS (JCCC/KPERS), Digital Strategist Targeted Marketing, Marketing Operations, Strategic Communications & Marketing, effective June 30, 2021.</p> <p>JO ANN KONECNY (KPERS), Foundation Accountant, JCCC Foundation, Advancement & Government Affairs, effective March 31, 2021.</p> <p>ANNETTE MAASSEN-SPATES (KPERS), Counselor, Counseling, Student Success & Strategy, effective July 31, 2021.</p>
Reassignments	<p>AUDREY COOPER, Student Development Specialist, Enrollment Services & Registrar, Student Success & Strategy, at \$15.85 per hour to Graduation Analyst, Enrollment Services & Registrar, Student Success & Strategy, effective January 14, 2021 at \$18.25 per hour.</p> <p>BAILEY SOSA, Counselor (part-time), Counseling, Student Success & Strategy, at \$24.78 per hour to Counselor, Counseling, Student Success & Strategy, effective January 22, 2021 at an annual salary of \$69,181.</p> <p>ALEXA SUMMERS, Lead CoLab Support Assistant, Academic Support Division, Academic Affairs, at \$14.28 per hour to Assistant Professor Game Development, Career & Technical Education Transitions Division, Academic Affairs, effective January 22, 2021</p>

at \$56,883 for a nine-month contract.

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.

Change to the
FY2020-2021
Staffing Authorization
Table for Full-time
Regular Staff

FROM: Kate Allen, Associate Vice President, Institutional
Advancement & Government Affairs, \$137,196 annually
TO: Kate Allen, Vice President, College Advancement &
Government Affairs, \$150,916 annually

FROM: Rob Wyrick, Director Foundation, \$98,136 annually
TO: Rob Wyrick, Executive Director Foundation, \$105,675 annually

FROM: Sandra Warner, Executive Director Business
Continuity/Risk Management, \$153,869 annually
TO: Sandra Warner, Executive Director Mission Continuity/Risk
Management, \$153,869 annually

FROM: Pam Vassar, Assistant Dean Student Life, \$114,655
annually
TO: Pam Vassar, Interim Dean Student Learner Engagement,
\$120,388 annually

FROM: Karen Martley, Vice President Continuing Education &
Organizational Development, \$165,964 annually
TO: Karen Martley, Vice President Continuing Education, \$165,964
annually

Faculty Sabbatical
Awards for 2021-2022

Faculty Sabbatical Awards for 2021-2022 as shown in the Board
Packet.

PULLED ITEMS FROM
CONSENT AGENDA

Following discussion, upon motion by Ms. Ingram, seconded by Mr. Cross, which motion carried unanimously, the Board of Trustees approved XI. B.2., Separations, and XI. B.6., Unpaid Extraordinary Leave of Absense.

Separations

HELEN STOLL, Lead Student Development Specialist, Enrollment Services & Registrar, Student Success & Strategy, effective March 17, 2021.

DANA HOEHN, Administrative Assistant Café Tempo, Dining Services, Business Services, effective December 23, 2020.

STACEY ACUP, Director, Project Management Office, Information Services, effective January 21, 2021.

KELLIE SNELL, Financial Aid Assistant Advising, Financial Aid, Student Success & Strategy, effective January 15, 2021.

Unpaid Extraordinary
Leave of Absense

MOLLY BAUMGARDNER, Coordinator Communications, Marketing Planning, Strategic Communications & Marketing, has requested a part-time unpaid Extraordinary Leave of Absence from January 11, 2021 - May 14, 2021.

TRUSTEE LAWSON
STATEMENT

Trustee Lawson announced that she would not run for re-election in 2021.

EXECUTIVE SESSION #1

At 7:15 p.m., upon motion by Mr. Snider, seconded by Ms. Ingram, which motion carried unanimously, the Board of Trustees agreed to recess into executive session at 7:25 p.m. until 8:10 p.m. for consultation with legal counsel regarding contract negotiation, which would be deemed privileged in the attorney-client relationship. Dr. Bowne, Dr. McCloud, Dr. Weber, Dr. Hardin, and Ms. Nazar were invited to participate.

The meeting reconvened at 8:10 p.m. and Mr. Musil announced that no action had taken place during executive session.

EXECUTIVE SESSION #2

At 8:11 p.m., upon motion by Ms. Ingram, seconded by Ms. Lawson, which motion carried unanimously, the Board of Trustees agreed to recess into executive session at 8:15 p.m. until 8:25 p.m. for consultation with legal counsel regarding contract negotiation, which would be deemed privileged in the attorney-client relationship. Dr. Bowne, Dr. McCloud, Dr. Weber, Dr. Hardin, and Ms. Nazar were invited to participate.

The meeting reconvened at 8:27 p.m. and Mr. Musil announced that no action had taken place during executive session.

ADJOURNMENT

Upon motion by Ms. Ingram, seconded by Ms. Smith-Everett, which motion carried unanimously, the Board of Trustees meeting adjourned at 8:27 p.m.

Greg Musil
Chair

Paul Snider
Vice Chair