

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 19, 2023, 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. Seven Trustees attended, with all seven Trustees present in-person.

Trustees Lee Cross
 Nancy Ingram
 Laura Smith-Everett
 Mark Hamill
 Greg Musil
 Dawn Rattan
 Melody Rayl

Staff

Jason Brunkan, Senior Multimedia Engineer & Event Specialist, Audio Visual Services
Heather Callaway, Director, Audit and Advisory Services
Colleen Chandler, Interim Vice President, Human Resources
John Clayton, Executive Director, Institutional Effectiveness, Planning and Research
Dustin Dallam, Video Systems Engineer, Video Services
Travis Garrod, Senior Enterprise Desktop Engineer, Academic Technology Services
Chris Gray, Vice President, Strategic Communications & Marketing
Tom Hall, Associate Vice President Campus Services and Facility Planning
Scott Hobson, Video Systems Engineer, Video Services
Chris Horvat, Senior Videographer & Editor, Video Services
Judy Korb, Interim Executive Vice President Student Services & Learner Engagement
Marc Leacox, Senior Multimedia Engineer & Event Specialist, Audio Visual Services
Rachel Lierz, Associate Vice President Financial Services
Liz Loomis, Sr. Executive Assistant, President's Office
Mickey McCloud, EVP Academic Affairs, CAO
Caitlin Murphy, Special Assistant to President, President's Office
Kelsey Nazar, Vice President & General Counsel
Derek Nester, Senior Multimedia Engineer & Event Specialist, Audio Visual Services
Alisa Pacer, Director, Emergency Management
Andrea Vieux, Associate Professor Political Science
Pam Vassar, Interim Executive Vice President Student Services & Learner Engagement

Janelle Vogler, Associate Vice President Business Services
Elisa Waldman, Vice President, Workplace Development & Continuing Education
Sandra Warner, Executive Director, Mission Continuity/Risk Management

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| PLEDGE OF ALLEGIANCE | Mr. Cross led the Board of Trustees and other meeting participants in the reciting of the Pledge of Allegiance. |
| SWEARING IN OF TRUSTEE RAYL | Trustee Rayl was sworn in as a new member of the Board of Trustees. |
| QUORUM | Mr. Cross announced a quorum with all seven Trustees present. |
| AWARDS AND RECOGNITIONS | <p>Dr. McCloud invited Jeff Cole, Head Coach Men’s Soccer, to introduce Alan Lopez, NJCAA D1 National Scholar Player of the Year.</p> <p>Dr. McCloud invited Joel Huayaban to speak about his experience at JCCC.</p> |
| OPEN FORUM | Mr. Cross announced there were no registered speakers. |
| BOARD REPORTS | |
| Student Senate | Daniel Gonzales provided an update on Student Senate. He stated the new Student Senate secretary is Kynleigh Chappell. The Student Senate has not met yet this semester, however they did hold a retreat and fifteen senators were able to attend. |
| College Lobbyist | Mr. Carter shared information from the monthly legislative update report with the Board of Trustees. |
| Faculty Association | Andrea Vieux, Vice President of the Faculty Association, provided the FA report, in Brett Cooper’s absence. Ms. Vieux welcomed Trustee Rayl to the Board and stated the FA looks forward to working with her. Ms. Vieux discussed Welcome Week, where employees volunteer to assist students in finding their classrooms and other offices on campus |

during the first week of classes. Ms. Vieux announced the eight full-time faculty members who received Distinguished Service Awards, and that the Master Teacher Workshop was held at Heartland in Parkville the week of PLD. Additionally, Ms. Vieux mentioned that Melanie Harvey and Heather Seitz secured an NSF grant to set up Course-based Undergraduate Research Experiences (CURE), for over \$550K. She explained CURE is not an extra-curricular activity, and the research experiences are built into the course. Currently, two Science classes are setup as CUREs.

Johnson County
Education Research
Triangle

Trustee Musil provided an update on JCERT. He mentioned that the one-eighth cent sales tax approved by Johnson County taxpayers in 2008, raised \$24.1 million in 2022.

Kansas Association of
Community College
Trustees

Trustee Ingram provided the KACCT updates and highlighted the “Meet and Greet” in Topeka for community college presidents, Board liaisons and legislators. She noted the discussion centered around community college funding and the Promise Act.

Foundation

Trustee Rattan delivered the Foundation report and announced the nomination form for Johnson Countian of the Year is available on the website, in addition to 2023-2024 scholarship forms being open. She announced the Foundation will be hosting another scholarship luncheon on April 11, 2023, in the Capitol Federal room, RC 101.

College Council

Elisa Waldman provided an update on College Council. She stated updates from shared governance bodies were delivered and new members were welcomed. There were discussions of the various updates including compensation for adjuncts serving on committees, Living as a Leader, and the upcoming Employee Engagement Survey. Additionally, she spoke on subcommittee work, and thanked Trustee Musil for his support, and welcomed Trustee Hamill as the new Board liaison to the College Council.

COMMITTEE REPORTS AND RECOMMENDATIONS

Audit Committee

Mr. Cross reviewed items from the December 12, 2022, Audit

Committee meeting.

Following discussion, upon motion by Trustee Cross seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the proposed Audit Charter, as shown subsequently in the Board packet.

Following discussion, upon motion by Trustee Cross, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the Audit Committee to approve the proposed 2023 Audit Committee working agenda.

Board Governance
Committee

Ms. Smith-Everett reviewed items from the January 6, 2023, Board Governance Committee meeting.

Following discussion, upon motion by Trustee Smith-Everett, seconded by Trustee Musil, which motion carried unanimously, the Board of Trustees accepted the recommendation of the Board Governance Committee to approve the 2023 Board Governance Committee working agenda.

Collegial Steering

Trustee Ingram reviewed items from the January 11, 2023, Collegial Steering Committee meeting.

Employee Engagement
& Development
Committee

Mr. Hamill reviewed items from the January 6, 2023, Employee Engagement and Development Committee meeting.

Following discussion, upon motion by Trustee Hamill, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the Employee Engagement and Development Committee to approve the 2023 Employee Engagement and Development Committee working agenda.

Inclusion & Belonging
Committee

Ms. Rattan reviewed items from the January 6, 2023, Inclusion & Belonging Committee meeting.

Following discussion, upon motion by Trustee Rattan, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board of Trustees accepted the recommendation of the Inclusion and Belonging Committee to approve the 2023 Inclusion and Belonging Committee working agenda.

Management and
Finance Committee

Mr. Musil reviewed items from the January 6, 2023, Management and Finance Committee meeting.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to approve the bid from Kiefer USA for Gym Fieldhouse Resilient Athletic Flooring Replacement, in the amount of \$593,340.00, with an additional 10% contingency of \$59,334.00 to allow for possible unforeseen costs, for a total estimated expenditure of \$652,674.00.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to approve the low bid from KCAV for Multi-Media Services Equipment, for a total estimated expenditure of \$296,212.09.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to approve the purchase of a Wide Format Printer from Canon Solutions, for a total expenditure of \$243,363.00.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to approve the bid from Culpepper & Associates, for a total estimated expenditure of \$389,995.00.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to approve the proposal from the University of Missouri-Kansas City for external grant evaluator services for a base year of \$30,000.00 and a total estimated expenditure of \$150,000.00 including the renewal options, through 2028.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees accepted the recommendation of the Management and Finance Committee to approve the 2023 Management and Finance Committee working agenda.

Student Success
Committee

Ms. Ingram reviewed items from the January 6, 2023, Student Success Committee meeting.

Following discussion, upon motion by Trustee Ingram, seconded by Trustee Musil, which motion carried unanimously, the Board of Trustees accepted the recommendation of the Student Success Committee to approve the 2023 Student Success Committee working agenda.

PRESIDENT'S
RECOMMENDATIONS
FOR ACTION

Treasurer's Report

Following discussion, upon motion by Trustee Smith-Everett, seconded by Trustee 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 2022, subject to audit.

President's Monthly
Report to the Board

In Dr. Bowne's absence, Dr. McCloud presented the President's Monthly report. Elisa Waldman, VP Workforce Development and Continuing Education provided updates on CE Spring 2023 enrollment. She stated that enrollment is down, but the staff has been working hard and the numbers are improving. Elisa explained that the decline

in enrollment is not unexpected, because students and employers had access to HEERF Covid funds to attend CE courses for the past two years. John Clayton, Executive Director Institutional Effectiveness, provided updates on Spring 2023 Spring Enrollment. He announced enrollment is up 3.9% in total headcount and 3.4% in total credit hours. Mr. Clayton highlighted enrollment trends by student age group and populations, as well as, by race and ethnicity. He noted that in Fall 2022, the college started tracking the number of credit hours dropped per semester, which is a leading indicator of student retention. Mr. Clayton mentioned this data is looked at daily by many on campus and provided a five-year Fall headcount census and annual unduplicated student data. Additionally, Mr. Clayton provided updates on the college's Key Performance Indicators (KPI).

NEW BUSINESS

Mr. Cross announced that there was no new business.

OLD BUSINESS

Land Purchase
Agreement

Following discussion, upon motion by Trustee Cross, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the college administration to adopt the Resolution approving and authorizing the execution and delivery of a Real Estate Purchase Agreement with Cohlma, LLC for the purchase of approximately 10.05 acres of land generally described as part of Johnson County, Kansas Parcel #2F221435-2009 and #2F221435-2002 located on W. 191st Street, Edgerton, Kansas at a negotiated purchase price of \$2.273 per sq ft., and an estimated total purchase price of \$995,000, subject to the terms and conditions of the Agreement, including due diligence and a final survey of the land to determine the exact square foot upon which the purchase price will be based.

CONSENT AGENDA

Following discussion, upon motion by Trustee Smith-Everett, seconded by Trustee Musil, 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:

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| Minutes | Minutes from the December 15, 2022 Board of Trustees Meeting, and December 22, 2022 and January 9, 2023 Special Board of Trustees Meetings. |
| Cash Disbursement Report | Ratified the total cash disbursements, as shown in the Board Packet, for the total amount of \$ 9,445,192.35. |
| 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. |
| Retirements | JUDITH REILLY, Program Director Development, College Advancement & Government Affairs, effective June 30, 2023. GARY COOK, Director Housekeeping Services, Operations, effective June 30, 2023. MARY ANN DICKERSON, Program Director Testing & Assessment Services, Student Success & Engagement, effective June 30, 2023. TERRI JO KURTZ, Administrative Assistant Student Life & Leadership, Student Success & Engagement, effective June 30, 2023. JANICE BLANSIT, Program Director Johnson County Adult Education, Workforce Development & Continuing Education, effective June 30, 2023. |
| Separations | KATHLEEN VANDELEUV, Transfer Articulation Analyst, Student Success & Engagement, effective January 18, 2023. JEFFREY MAYO, Senior Systems Engineer, Operations, effective January 31, 2023. |
| Faculty Sabbatical Awards or Other Type of Awards | MOLLY BAUMGARDNER, Coordinator Communications, Marketing Planning, Strategic Communications & Marketing, has requested a part-time unpaid Extraordinary Leave of Absence from January 9, 2023 - May 9, 2023. |

ADJOURNMENT

Upon motion by Trustee Smith-Everett, seconded by Trustee Rattan which motion carried unanimously, the Board of Trustees meeting adjourned at 7:55 p.m.

Lee Cross
Chair

Nancy Ingram
Vice Chair