

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 June 15, 2023, at 5:20 pm 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 six Trustees present in-person and Trustee Rattan on Zoom.

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

Staff            Andy Bowne, President

Kate Allen, VP College Advancement and Government Affairs  
Rob Caffey, Vice President Information Services/CIO  
Colleen Chandler, Interim Vice President, Human Resources  
John Clayton, Executive Director, Institutional Effectiveness, Planning and Research  
Chris Gray, VP Strategic Communication and Marketing  
Tom Hall, Associate Vice President Campus Services and Facility Planning  
Chris Horvat, Video Production Specialist, Video Services  
Jeff Hoyer, Executive Director, Space Management  
Dixie Johnson, Emergency Management Coordinator  
Marc Leacox, Senior Multimedia Engineer & Event Specialist, Audio Visual Services  
Rachel Lierz, EVP Finance and Administrative Services  
Liz Loomis, Sr. Executive Assistant, President's Office  
Mickey McCloud, EVP and Provost Academic Affairs  
Caitlin Murphy, Special Assistant to President, President's Office  
Kelsey Nazar, VP and General Counsel  
Ron Palcic, Professor Mathematics  
Gurbhushan Singh, Associate Vice President Instruction  
Pam Vassar, Interim Executive Vice President Student Services & Learner Engagement  
Andrea Vieux, Associate Professor, Political Science  
Janelle Vogler, Associate Vice President Business Services  
Elisa Waldman, Vice President, Workplace Development & Continuing Education

Sandra Warner, Executive Director Mission Continuity and Risk Management

PLEDGE OF ALLEGIANCE	Trustee Cross led the Board of Trustees and other meeting participants in the reciting of the Pledge of Allegiance.
QUORUM	Trustee Cross announced a quorum with seven Trustees present.
AWARDS AND RECOGNITIONS	Dr. Bowne recognized the men’s baseball team that played in the JUCO World Series.
OPEN FORUM	Trustee Cross announced there were no registered speakers.
BOARD REPORTS	
College Lobbyist	Mr. Carter shared information from the monthly legislative update report with the Board of Trustees.
Faculty Association	Dr. Andrea Vieux, President of the Faculty Association, provided the update. She started by thanking Trustees Ingram and Musil, who are not seeking reelection, and acknowledged their years of service to the Board and the College. As campaign season is coming, the Faculty Association is interested in meeting prospective trustee candidates and hearing about their commitment to the college’s mission, vision and values. Dr. Vieux discussed the important work that faculty do over the summer months including course and program revisions, professional development, and teaching courses. She mentioned faculty concerns about Artificial Intelligence and its impact on student learning and maintaining academic integrity. She also stressed how JCCC faculty care deeply about student success and the success of JCCC.
Johnson County Education Research Triangle	Trustee Musil provided an update on JCERT, noting revenue trends for the year. As of May 2023, the numbers were 8.6 % over May 2022, and year-to-date they were 13.5 % above the amount raised in the same period a year ago. Trustee Musil noted the numbers continue to be very positive.

Kansas Association of  
Community College  
Trustees

Trustee Ingram provided the KACCT updates mentioning the organization has changed the name to Kansas Association of Community Colleges (KACC). Trustee Ingram discussed the June meeting, highlighting sessions on financial aid, apprenticeships, business and industry training needs and legislative updates. The next KACC meeting is August 25-26 at Cloud Community College.

Foundation

Trustee Rattan provided the Foundation update. She thanked the Foundation Office team for planning and successfully executing the inaugural Summer Sips & Scholarships event, bringing community women together to learn about JCCC, the Foundation and the impact of student scholarships. Trustee Rattan mentioned several upcoming events: the Harvest Dinner on August 25 at 6:00pm and Light Up the Lawn following at 8:30pm; the Nerman Museum of Contemporary Art event (Wild Life) on September 9 at 6:00pm; the rescheduled Cohen Series Clint Black concert on October 27; and Some Enchanted Evening on November 11. She also said the Foundation Board of Directors will meet later this month to schedule meetings for FY24.

College Council

Dr. Bowne stated that the College Council has not met this month, the next meeting is scheduled for Wednesday, June 21, and therefore Jason Arnett did not have a report.

#### COMMITTEE REPORTS AND RECOMMENDATIONS

Employee Engagement  
and Development

Trustee Hamill reviewed items from the June 7, 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 College administration to authorize, effective July 1, 2023, a 2.75% increase to the adjunct faculty salary scale, and a 2.75% salary increase for all non-bargaining unit salaried, and full-time and part-time hourly employees employed as of June 30, 2023.**

**Following discussion, upon motion by Trustee Hamill, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the Compensation Plan.**

Inclusion and Belonging Trustee Rattan reviewed items from the June 7, 2023 Inclusion and Belonging Committee meeting.

Management and Finance Trustee Musil reviewed items from the June 7, 2023 Management and Finance Committee meeting.

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the grant of a non-exclusive easement on JCCC property near and around the Train Road, Southwest of the ITC Building, to allow Evergy to connect two existing circuits for improved reliability and service in the JCCC campus area, and that the Board authorize the President to execute the necessary documentation to grant such easement and to take such other action necessary and appropriate to effectuate the same.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the Single Source Justification to Apple, for FY24 ITP purchases, for an estimated amount of \$200,000.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the Single Source Justification to CDW, for FY24 technology products and equipment for an estimated amount of \$300,000.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, which motion carried unanimously, the Board of**

**Trustees accepted the recommendation of the College administration to approve the Single Source Justification to Dell, for FY24 ITP purchases, for an estimated amount of \$1,500,000.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the Single Source Justification to Ryder, for a 60-month lease for four sleeper berth tractors and trailers, for \$915,420.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the final renewal option year for Rank Fuse, for an additional \$168,904 above the original annual amount of \$90,996 for Search Engine Optimization (SEO), Search Engine Marketing (SEM), and digital video advertising, for a total amount of \$259,900 through May 14, 2024.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the low bid from Diamond Contractors for JCCC Red Barn Repairs, in the amount of \$147,731.20, with an additional 10% contingency of \$14,773.12 to allow for possible unforeseen costs, for a total estimated expenditure amount of \$162,504.32.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the bid from R&R Concrete for Road and Parking Improvements, for a total estimated expenditure of \$715,490.00.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board**

**of Trustees accepted the recommendation of the College administration to approve the proposal from McAnany Oil for bulk fleet fuel for an estimated base year of \$75,000 and for a total estimated expenditure of \$375,000 including the renewal options, through June 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 College administration to approve the proposal from LowerMark Student Insurance for International Student Group Health & Accident Insurance Program services for a base year of \$253,681.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Smith-Everett, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the proposal from Ops Man, LLC for a base year of \$96,000 and a total estimated expenditure of \$480,000 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 College administration to approve the proposal from Elevated Results, Inc. for a base year of \$66,000 and a total estimated expenditure of \$330,000 including the renewal options, through 2028.**

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the proposal from RackCoach for a base year of \$33,000 and a total estimated expenditure of strength and conditioning training services for the College's athletics programs \$195,000 including the renewal options, through 2028.**

PRESIDENT'S  
RECOMMENDATIONS  
FOR ACTION

Treasurer's Report

**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 college administration to approve the Treasurer's Report for the month of April 2023, subject to audit.**

President's Monthly  
Report to the Board

Dr. Bowne provided his President's monthly report to the Board. He will start each monthly report highlighting *campus* updates and that the name of the actual report will be changed to "Monthly Campus Report." Dr. Bowne highlighted several items from the report including faculty-led summer trips abroad, the work of reading specialists and writing center, the recently received Digital Equity Grant, and the work of the National Community College Benchmarking Project. He said it is still early in the registration process for Fall, and more students will start to enroll beginning in July. Dr. Bowne thanked all those retiring for their service to JCCC and specifically thanked Pam Vassar for her dedication to students. Dr. Bowne continued with thanks to everyone involved with commencement exercises, and the Plan My Classes and Guided Pathways work on behalf of the students. He also thanked the College Council, Staff Council, and the Academic Branch Council for their continued work on shared governance.

NEW BUSINESS

Trustee Cross announced there was no new business.

OLD BUSINESS

Trustee Cross announced there was no old business.

CONSENT AGENDA

**Following discussion, upon motion by Trustee Musil, seconded by Trustee Ingram, 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 of Previous  
Meeting

Minutes from the May 11, 2023 Board of Trustees Meeting.

Cash Disbursement Report	Ratified the total cash disbursements, as shown in the Board Packet, for the total amount of \$10,596,290.70.
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.
Curriculum	Changes to the curriculum, as shown in the Board Packet.
Retirements	JACKELINE STINSON, Custodian, Operations, effective June 30, 2023.
Separations	DEBBIE RULO, Executive Director Continuing Education, Workforce Development and Continuing Education, effective January 31, 2024. MATTHEW ANDRING, Assistant Professor, Computer Drafting & Design, Academic Affairs, effective June 01, 2023.  MEGHAN HINOJOSA, Professor, Cosmetology Program Facilitator, Academic Affairs, effective June 30, 2023.  JENNIFER ROSAUER, Professor, Esthetics Program Facilitator, Academic Affairs, effective June 30, 2023.  ALYSSA CRITES, Student Development Specialist, Student Success and Engagement, effective June 23, 2023.  JOANNA MARIN, HR Generalist, Human Resources, effective July 11, 2023.  HEATHER CALLAWAY, Director Audit & Advisory Services, President's Office, effective June 09, 2023.
Professor/Counselor Emeritus Status	NANCY WILSON BRIAN BALMAN SHU-DONG CHEN LORI MALLORY DIANA HURST



LARRY REYNOLDS

EXECUTIVE SESSION

**At 7:16 p.m., upon motion by Trustee Musil, seconded by Trustee Ingram, the Board of Trustees agreed to recess into executive session at 7:25 p.m. until 8:25 p.m. for discussion regarding personnel matters of non-elected personnel, in order to protect the privacy interests of the individual to be discussed. Dr. Bowne and Ms. Nazar were invited to attend.**

Ms. Nazar left the Executive Session at 7:35 p.m.

The meeting reconvened at 8:25p.m. and Trustee Cross announced that no action had taken place during executive session.

**At 8:25 p.m., upon motion by Trustee Musil, seconded by Trustee Ingram, the Board of Trustees agreed to recess into executive session at 8:30 p.m. until 9:15 p.m. for discussion regarding personnel matters of non-elected personnel, in order to protect the privacy interests of the individual to be discussed. Dr. Bowne was invited to attend and Ms. Nazar invited to attend, if requested though no request was made.**

The meeting reconvened at 9:18 p.m. and Trustee Cross announced that no action had taken place during executive session.

PRESIDENTIAL CONTRACT  
AMENDMENT

**Upon motion by Trustee Cross, seconded by Trustee Musil, which motion carried 6-0, with Trustee Rattan absent during the vote, the Board of Trustees approved an amendment to the President's Employment Agreement to increase the President's base compensation and any benefits by 2.75%; and that the Board Chair be authorized to execute an amended contract incorporating such base compensation increase, following review by the College's legal counsel.**

ADJOURNMENT

**Upon motion by Trustee Ingram, seconded by Trustee Smith-Everett, which motion carried 6-0, with Trustee Rattan absent during the vote, the Board of Trustees meeting adjourned at 9:21 p.m.**

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Lee Cross  
Chair

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Nancy Ingram  
Vice Chair