

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 August 17, 2023, at 5:00 pm in the Hugh W. Speer Board Room, 137 General Education Building, on the JCCC campus, 12345 College Boulevard, Overland Park, Kansas. 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 Andy Bowne, President

Kate Allen, VP College Advancement and Government Affairs
Shelli Allen, VP Student Success & Engagement/CSAO
Jason Arnett, Manager Coffee Bars and Food Court
Sharon Benes, Assistant Professor Mathematics
Rob Caffey, Vice President Information Services/CIO
John Clayton, Executive Director, Institutional Effectiveness, Planning and Research
Tom Hall, Associate Vice President Campus Services and Facility Planning
Marquis Harris, Executive Director Inclusion & Belonging
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
Gurbhushan Singh, Associate Vice President Instruction
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 introduced the Student Spotlight for August, Kynleigh Chappell.
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 provided the Faculty Association update. Dr. Vieux highlighted meetings and events held during Professional Learning Days (PLD). Dr. Vieux stated she and others believe faculty can contribute to board committee meetings and would like to be part of the discussion of classroom construction. Dr. Vieux shared that Danny Alexander, Professor English, recently edited a book titled “Kick Out the Jams” which is a collection of music writer Dave Marsh’s work.
Johnson County Education Research Triangle	Trustee Musil provided an update on JCERT, noting revenue trends for the year.
Kansas Association of Community College	Trustee Ingram announced the next KACC meeting is August 25 and 26, 2023. Trustee Ingram said she will have a full report next month after the KACC meeting has been held.
Foundation	Trustee Rattan provided the Foundation update. She announced the 2023 Harvest Dinner is scheduled for August 25, 2023, and the event is sponsored by Evergy and Huhtamaki which benefits the college’s sustainability initiatives. Trustee Rattan announced the Nerman Museum of Contemporary Art is hosting an event on September 9, 2023 that will recognize Bruce Hartman and raise funds to restore the

sculpture “Microcosm”. She mentioned the JCCC Foundation is working with Financial Aid to award fall scholarships. Trustee Rattan announced the fall scholarship luncheon is September 14, 2023.

College Council

Jason Arnett provided the College Council update. Mr. Arnett announced the Staff Council Town Hall is October 10, 2023, it will be on Zoom and open to all. He also discussed the new counseling scheduling software and the positive impact it has had on students making appointments. Mr. Arnett said the focus for this year is still communication and the College Council communication subcommittee is meeting with Institutional Planning & Research to begin the process of building focus groups.

COMMITTEE REPORTS
AND RECOMMENDATIONS

Board Governance

Trustee Smith-Everett reviewed items from the August 2, 2023 Board Governance Committee.

A motion was made by Trustee Smith-Everett, to accept the recommendation of the College administration to approve modification to the Officers Policy 111.02, seconded by Trustee Musil. Ms. Ingram identified that it would be consistent to apply the proposed changes to the duties of Vice Chair to those of the Chair, as shown in the policy. Following discussion, Ms. Smith-Everett agreed and accepted Ms. Ingram’s recommendation as a friendly amendment to the original motion so that the proposed policy changes would apply to the Chair as well as the Vice Chair. The motion passed unanimously.

Employee Engagement
and Development

Trustee Hamill reviewed items from the August 2, 2023 Employee Engagement and Development Committee meeting.

Inclusion and Belonging

Trustee Rattan reviewed items from the August 2, 2023 Inclusion and Belonging Committee meeting.

Management and
Finance

Trustee Musil reviewed items from the August 2, 2023 Management and Finance Committee meeting.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Rattan, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to authorize the publication of the Notice of Budget Hearing and Notice of Revenue Neutral Rate Hearing for the 2023-2024 budget, as shown subsequently in the Board packet.

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 authorize the transfer of \$200,000, from the general fund to the auxiliary enterprises fund. The transfer of funds will be recorded as of June 30, 2023, in the 2022-2023 fiscal year, as shown subsequently in the Board packet.

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 Heartland Coca-Cola for beverage pouring rights for an estimated base amount of \$100,000 and a 5-year total estimated amount of \$500,000, and a beverage vending commission rate of 35%, Canteen Vending for a snack vending commission rate of 23.8%, and Super Dave's Snack Emporium for a vending commission rate of 20% for a base year and all renewal options through 2028, as shown subsequently in the Board packet.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Rattan, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the proposal from The Carter Group for a base year of \$108,000 and a total estimated expenditure of \$573,387 throughout the renewal options, as shown subsequently in the Board packet.

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 cooperative purchase from John A Marshall for a total estimated expenditure of \$475,000 for FY24. as shown subsequently in the Board packet.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Rattan, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the cooperative purchase from Scott Rice for a total estimated expenditure of \$335,000 for FY24, as shown subsequently in the Board packet.

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 a three-year Cisco Security EA (Enterprise Agreement) for \$187,077 in FY24 and a total of \$561,231 for three years through the duration of the Sirius network infrastructure contract, as shown subsequently in the Board packet.

Student Success

Trustee Ingram reviewed items from the August 2, 2023 Student Success Committee meeting.

Following discussion, upon motion by Trustee Ingram, seconded by Trustee Rayl, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve modification to the Substance Abuse Policy 320.00, as shown subsequently in the Board packet.

**PRESIDENT'S
RECOMMENDATIONS
FOR ACTION**

Treasurer's Report	Following discussion, upon motion by Trustee Smith-Everett, seconded by Trustee Rayl, 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 June 2023, subject to audit.
President's Monthly Report to the Board	Dr. Bowne provided his monthly report to the Board. Dr. Bowne announced the Academic and Advising Counseling team received a \$267,000 grant related to suicide prevention training. Dr. Bowne recognized the work of the Dental Hygiene faculty in preparing students for the licensing exam resulting in 100% of JCCC students passed on their first attempt. He also recognized the work of Video Services on ChatGPT and the implementation of software to monitor AI student work as it relates to academic integrity. Dr. Bowne discussed the work of Math faculty on Quick Step+, which increased the success rate of high school students in college algebra by 67%. Dr. Bowne also discussed the upward trend for enrollment in Continuing Education classes. He shared that Fall credit enrollment is up 2%. Dr. Bowne reminded everyone that starting in September, the Board meetings and Committee Day meetings will be in WCMT 111, the meetings will not be live-streamed, however a recording will be posted on the JCCC website.
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 Ingram, seconded by Trustee 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 of Previous Meeting	Minutes from the July 20, and July 26 2023 Board of Trustees Meetings.

Cash Disbursement Report	Ratified the total cash disbursements, as shown in the Board Packet, for the total amount of \$6,991,192.61.
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.
Retirement	TERESA SCHMITZ, Registration Supervisor, Workforce Development & Continuing Education, effective January 31, 2024.
Separations	EMILY LEVINE, Lead Testing Specialist, Academic Affairs, effective July 26, 2023. JENNA MCDANIEL, Compensation Specialist, Human Resources, effective August 4, 2023. MOLLIE REMINGTON, Employee Relations Specialist, Human Resources, effective August 11, 2023. TAMIKA MCDONALD, Senior Buyer, Operations, effective August 15, 2023. BECKY RICKLEFS, P-Card Program Manager/Procurement Administrator, Operations, effective August 23, 2023. JANELLE ROWE, Supervisor Testing Operations, Student Success & Engagement, effective August 10, 2023. GINA HACKER, Program Director Business Solutions, Workforce Development & Continuing Education, effective August 04, 2023. ERICA MILLER, Director, Continuing Education Operations, Workforce Development & Continuing Education, effective August 17, 2023.

2023-2024 Staffing
Authorization Tables

The 2023-2024 Staffing Authorization tables as presented in
Supplements B-G.

EXECUTIVE SESSION

At 7:07 p.m., upon motion by Trustee Musil, seconded by Trustee Hamill, the Board of Trustees agreed to recess into executive session at 7:15 p.m. until 8:00 p.m. for discussion to protect trade secrets of a College contractual partner for the purposes of expanding credit and workforce development opportunities. Dr. Bowne, Dr. Mickey McCloud, Ms. Rachel Lierz, Ms. Elisa Waldman and Ms. Kelsey Nazar were invited to attend.

The meeting reconvened at 8:00 p.m. and Trustee Cross announced that no action had taken place during executive session.

ADJOURNMENT

Upon motion by Trustee Rayl, seconded by Trustee Ingram, which motion carried unanimously, the Board of Trustees meeting adjourned at 8:01 p.m.



Lee Cross (Sep 22, 2023 12:51 CDT)

Lee Cross
Chair



Nancy Ingram (Sep 18, 2023 09:13 CDT)

Nancy Ingram
Vice Chair