

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 July 20, 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 and via Zoom Webinar.

Trustees Lee Cross
 Nancy Ingram
 Laura Smith-Everett
 Mark Hamill
 Greg Musil
 Melody Rayl
 Dawn Rattan joined executive session by Zoom at 6:50 p.m.

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
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
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 six Trustees present.
AWARDS AND RECOGNITIONS	Dr. McCloud introduced Dr. Gurbhushan Singh as the new VP Academic Affairs/CAO and Dr. Shelli Allen, VP Student Success & Engagement/CSAO.
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. Amanda Glass, UniServ Representative presented the Faculty Association update. She welcomed Dr. Gurbhushan Singh, Dr. Shelli Allen, and Marquis Harris to JCCC. Dr. Glass announced the League for Women Voters is holding a JCCC Trustee Candidate forum at 7:00 p.m. on Monday, August 18 in Polsky Theater. She spoke on the recent Assessment by Design workshop help on campus, and announced the Faculty Associations proposal "Rebranding, Recruitment and Membership Engagement" in which they received partial funding from the KNEA. Additionally, she announced the four Faculty fellows and noted the excitement for the upcoming semester activities.
Johnson County Education Research Triangle	Trustee Musil provided an update on JCERT, noting revenue trends for the year. Trustee Musil said 2023 sales tax revenue has increased over 2022 because of prices increases.
Kansas Association of Community College	Trustee Ingram provided the KACC updates. Trustee Ingram was enthusiastic about the appointment of Alysia Johnston, retired President from Fort Scott Community College to KBOR Board. She shared that Dr. Jason Segler will be the new president of Fort Scott Community College. Trustee Ingram said the next KACC meeting is August 25-26, 2023 at Cloud County Community College.

Foundation Trustee Smith-Everett provided the Foundation update. She shared that sponsorships are still available for Some Enchanted Evening on November 11. She announced the upcoming meet and greet for the Johnson Countian of the Year, Dr. Roy Jensen, and his wife on August 8. Trustee Smith-Everett provided details for the upcoming Foundation events, including the Harvest Dinner and Nerman Museum of Contemporary Art event, Wild Life. Additionally, she also announced the new Foundation officers.

College Council Dr. Bowne presented the College Council update. He announced the new chair of Staff Council is Kaitlin Krumsick and therefore, that she is also a member of the College Council. Dr. Bowne discussed the preliminary recommendations from the Academic Integrity Subcommittee of the Academic Branch Council. He said the Communications Subcommittee discussed the ListServ sunset. Dr. Bowne also mentioned the 2023-24 meeting schedule has been set.

COMMITTEE REPORTS AND RECOMMENDATIONS

Board Governance Trustee Smith-Everett reviewed items from the Board Governance Committee.

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 modification to the Code of Ethics Policy 114.02, as shown subsequently in the Board packet.

Employee Engagement and Development Trustee Hamill reviewed items from the July 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 College administration to approve modification to the Volunteer Policy

221.00, the Nepotism Policy 423.01, the Conflict of Interest Policy 431.00, as shown subsequently in the Board packet.

Management and
Finance

Trustee Musil reviewed items from the July 6, 2023 Management and Finance Committee meeting.

Following discussion, upon motion by Trustee Musil, seconded by Trustee Cross, which motion carried unanimously, the Board of Trustees accepted the recommendation of the College administration to approve the revised total budget of \$6,965,131 for the CDL Driving Range Project, 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 modification to the Purchasing Policy 215.01, the Competitive Solicitation Requirements Policy 215.02, the Purchasing Exceptions to Competitive Solicitation Policy 215.04, the Contract Approval and Signatory Authority Policy 215.05, the Safety and Security Policy 610.00, the National Incident Management System Policy 620.00, as shown subsequently in the Board packet.

A motion was made by Trustee Musil, seconded by Trustee Smith-Everett, to accept the recommendation of the College administration to approve the modification to the Infectious Disease Policy 611.00. Mr. Hamill moved to amend the original motion to remove the reference to the World Health Organization within the policy. The amendment failed for lack of a second. Mr. Musil's original motion passed 5-1, with Trustee Hamill voting against.

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 JE Dunn Construction for Design-Build Services for JCCC CDL Training Facility, in the amount of \$5,841,156 with an additional 10% contingency of \$148,623 on the building

portion only, to allow for possible unforeseen costs, for a total estimated expenditure of \$5,989,779, as shown subsequently in the Board packet.

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 ABM Industry Groups for RFP 23-129 Housekeeping Services for a base year amount of \$793,932 and a total estimated expenditure of \$4,300,192 including the renewal options, through 2028, 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 Windstar Lines for an estimated base year of \$222,359, as shown subsequently in the Board packet.

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 first renewal option year for Alliant Insurance Services, for an additional \$162,606 above the original base amount of \$468,701 for Master Property Insurance Program Services for a total amount of \$631,307 through June 30, 2024, 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 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 May 2023, subject to audit.

President's Monthly Report to the Board

Dr. Bowne provided his monthly report to the Board. He started with highlights from across campus that were included in the written Monthly Campus Update to the Board. Dr. Bowne announced that GEB first floor construction is impacting the location of Board meetings, and that from September 2023 to March 2024, the meetings will be held in WCMT 111. He also said board meetings will not be live streamed during this time, however, they will continue to be recorded and links will be on the web page. Dr. Bowne also mentioned during this same time frame, the President's office, the EVP of Finance and Administration and the Provost office will move temporarily to COM 319. Dr. Bowne then discussed the strong numbers for Summer non-credit enrollment and Fall is also looking strong. He then focused on the positive trends for Fall credit enrollment, and the data on course success rates, and student retention.

NEW BUSINESS

Trustee Cross announced there was no new business.

OLD BUSINESS

Trustee Cross announced there was no old business.

CONSENT AGENDA

At the discretion of the Chair, Trustee Cross pulled A.4. Affiliation, Articulation and Reverse Transfer Cooperative and Other Agreements from the Consent Agenda for consideration at a future meeting.

Following discussion, upon motion by Trustee Ingram, seconded by Trustee Rayl, 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 June 15, 2023 Board of Trustees Meeting.

Cash Disbursement Report

Ratified the total cash disbursements, as shown in the Board Packet, for the total amount of \$ 9,639,148.07.

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.
Transfer to JCCC Foundation Tribute Fund	Authorized the transfer of \$300 from the general fund to the JCCC Foundation student scholarship fund in honor of Jill Stinson and Michelle Heffron.
Retirements	GERALDINE BARRETT, Assistant Bursar, Operations, effective June 30, 2023. MICHELLE HEFFRON, Administrative Assistant Counseling, Student Success & Engagement, effective January 05, 2024.
Separations	HEATHER EDVENSON, Lab Coordinator Chemistry, Academic Affairs, effective July 21, 2023. KAREN GERETY FOLK, Curator of Art Education, College Advancement & Government Affairs, July 20, 2023. SHANE HARDIMAN, Manager Employee Relations, Human Resources, effective July 19, 2023. PAMELA MARTIN, Creative and Content Manager, Strategic Communications & Marketing, effective June 20, 2023. ANTHONY MILLER, Assistant Coach Men's Baseball, Student Success & Engagement, effective June 23, 2023. TYLER MURPHY, Campus Police Dispatcher, Operations, effective August 02, 2023.
EXECUTIVE SESSION	At 6:45 p.m., upon motion by Trustee Ingram, seconded by Trustee Smith-Everett, the Board of Trustees agreed to recess into executive session at 6:50 p.m. until 7:35 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.

Trustee Rattan joined the executive session by Zoom. Ms. Nazar left the executive session at 6:55 p.m.

The meeting reconvened at 7:35 p.m. and Trustee Cross announced that no action had taken place during executive session.

ADJOURNMENT

Upon motion by Trustee Ingram, seconded by Trustee Hamill, which motion carried unanimously, the Board of Trustees meeting adjourned at 7:35 p.m.

Lee Cross
Chair

Nancy Ingram
Vice Chair