

OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT OF JEFFERSON COUNTY, MISSOURI
November 14, 2013
(638th Meeting)

The Board of Trustees of the Community College District of Jefferson County, Missouri, met in regular session on Thursday, November 14, 2013, at 5:30 p.m. in the Admin Board Room on the Hillsboro campus. The meeting was called to order by Board President Steve Meinberg.

Roll Call/Attendance

Members present:

Mr. Davis	Yes
Mrs. Hargis	Yes
Mr. Scaggs	Yes
Mr. Winkelman	Yes
Board President Meinberg	Yes

It was noted that Mr. Engelbach was not present.

Also present:

College President Ray Cummiskey
Administrators
Members of Faculty and Staff

Public Communication

No one asked to speak to the Board.

Jefferson College Foundation Report

Tom Burke distributed information to the Board on the Monticello event and the Jazz Combo event. He discussed the Hauser Scholarship as part of the Viking Fund handout. The Leader Holiday Dinner event had 200 attendees, grossing approximately \$4,000.

President's Report

College President Cummiskey reported on the following:

Kudos

Congratulations were extended to the Hausers for their induction into the Foundation's Monticello Society, in recognition of their generous endowed scholarship gift. Their gift is also a tribute to the immense impact Jefferson College has on student lives. The Foundation was acknowledge for its third successful Monticello Society event, which recognizes significant donors from throughout the years. It was a great night of celebration, and all donors were thanked for their continued support.

Also congratulated were:

Board Member John Winkelman for an entertaining and enlightening presentation last week at our Speaker's Series Program;

Rebecca Ellison and the cast of “A Cat on a Hot Tin Roof” which also included Dr. Michael Booker as “Big Daddy”;

Dr. Robin Duntze in the Veterinary Technology program on being highlighted as a top 15 veterinary technology professor by the VetTechColleges.com blog;

Roger Barrentine and the college’s Marketing and Public Relations Department on winning two Medallion Awards from the National Council for Marketing and Public Relations Conference for excellence in the Electronic Newsletter category (*The Windjammer*) and in the Promotion Campaign for a Special Event category (50th anniversary).

MCCA Conference

MCCA Annual Convention was held in St. Louis Oct. 30-Nov. 1. It was a busy and informative convention that included officers meetings, professional development seminars, and “how to” seminars hosted by faculty and staff from community colleges around the state. A number of college staff were able to attend, and highlights included:

Congratulations to Christy Cornelius for receiving an Award of Distinction, and to student Joseph Pilger for receiving a Student Leadership award.

There was a session from a Student Services administrator discussing how to help students overcome obstacles on their way to collegiate success; the crowd enjoyed hearing him talk about his grandmother, affectionately known as “Big Momma.”

Jefferson College nominated, and MCCA honored, Leader Publications for the great work they did in helping us celebrate our 50th anniversary last year; Glenda Potts accepted the award on behalf of the Leader.

Representative Elaine Gannon was honored for her work in the legislature supporting community colleges; Senator Gary Romine was also honored (sponsored by MAC).

Dr. Selsor and Dr. McCaffrey noted a couple of key points discussed in their group sessions.

Business Department Update

Cindy Rossi gave a brief presentation on the Business Department’s efforts to maintain the connection between higher education and the workplace.

Approval of Warrants

The warrants were approved on motion by Mr. Winkelman and a second by Mr. Davis. An abstention was noted by Board President Meinberg on warrant 386237. Board President Meinberg, hearing approval from all members present, declared the motion carried and the warrants approved.

Adoption/Approval of Consent Agenda

Motion to adopt the Consent Agenda was presented by Mrs. Hargis and seconded by Mr. Winkelman. The motion was approved by all members present.

The motion to approve the following Consent Agenda items was presented by Mrs. Hargis.

Minutes of October 17, 2013
Financial Statements Dated October 31, 2013
Additional Fall 2013 Credit Course Offerings and Teaching Assignments
Curriculum Items

There was an abstention by Board President Meinberg on approval of the minutes from the October meeting.

The motion was seconded by Mr. Scaggs. Hearing approval from all members present, Board President Meinberg declared the consent agenda items approved.

Old Business

Disability Support Services Policies and Procedures (second reading)

Included in the October Board mailing was the Disability Support Services Policies and Procedures for review. This is the second reading.

Motion was presented by Mrs. Hargis to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that the Disability Support Services Policies and Procedures for 2013-2014 be approved.

The motion was seconded by Mr. Winkelman. Board President Meinberg, hearing affirmative votes from all members present, declared the resolution approved.

New Business

Annual Computing Purchase

This is the annual purchase of computers, laptops, printers, and audio visual equipment for faculty, staff, computer lab, and classroom use. All equipment being replaced is either obsolete or no longer functioning properly.

This capital project was approved by the Strategic Planning Committee.

Detailed specifications were completed and bid packets were distributed to ten vendors. Ten vendors submitted bids with the winning low bid totals, as follows:

<u>Company</u>	<u>Amount</u>
GovConnect	\$192,381.60
KCAV	\$ 58,866.00
CDWG	\$ 16,928.99
IT Savvy	\$ 6,435.00
Tiger Direct	\$ 1,350.00
PCMG	\$ 1,176.00

Spreadsheets are attached that indicate the total number of items purchased and where the items will be located.

Total purchases will be \$277,137.59. Plant funds will be used for \$193,189.86, and Enhancement Grant funds will be used for \$83,947.73 of these purchases.

Motion was presented by Mr. Scaggs for approval of the following resolution:

BE IT RESOLVED BY THE Board of Trustees of the Community College of Jefferson County, Missouri, that the annual purchase of computing equipment be awarded to GovConnect of Merrimack, New Hampshire, in the amount of \$192,381.60; KCAV of Kansas City, Missouri, in the amount of \$58,866.00; CDWG of Chicago, Illinois, in the amount \$16,928.99; IT Savvy of Addison, Illinois, in the amount of \$6,435.00; Tiger Direct of Miami, Florida, in the amount of \$1,350.00; and PCMG of Chantilly, Virginia, in the amount of \$1,176.00

The motion was seconded by Mr. Davis. Board President Meinberg, hearing affirmative votes from all members present, declared the motion carried and the resolution passed.

IT: Database Virtualization and Business Continuity Back Up

In an effort to enhance the College's computer data security and database infrastructure, bids were solicited for the necessary hardware/software components to update and expand these technology environments by consolidating and virtualizing the database and creating a secondary data storage site which will significantly reduce the recovery time of business critical functions in the event of a disaster. The migration of the Oracle databases into the virtual cluster provides many benefits including scalability, availability, performance, and offers the lowest total cost of ownership.

This capital project was approved by the Strategic Planning Committee.

Detailed specifications were completed and bid packets were distributed to five vendors. Three vendors submitted bids with the winning low bid totals, as follows:

<u>Company</u>	<u>Amount</u>
ECG, St. Louis, MO	\$84,023.14
CDW-G, Chicago, IL	\$41,934.83

Total purchases will be \$125,956.97. Plant funds will be used for these purchases.

Motion was presented by Mr. Scaggs to approve the following resolution:

BE IT RESOLVED BY THE Board of Trustees of the Community College of Jefferson County, Missouri, that computer hardware and software awards be made to ECG of St. Louis, Missouri, in the amount of \$84,023.14; and CDW-G of Chicago, Illinois, in the amount of \$41,934.83.

The motion was seconded by Mrs. Hargis. Board President Meinberg, hearing affirmative votes from all members present, declared the motion carried and the resolution approved.

Approval of Application Fee for the Radiologic Technology Program

Board approval was requested for the establishment of an admission application fee for the Radiologic Technology program. This fee will off-set costs associated with background checks, drug testing, immunization tracking, and other admission-related expenses. These fees were

previously included in a half-credit hour course students were required to take prior to applying for the program; this course is no longer part of the Radiologic Technology program curriculum.

Motion was presented by Mr. Winkelman to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to establish a \$150 admission application fee for the Radiologic Technology program.

The motion was seconded by Mrs. Hargis. Board President Meinberg, hearing affirmative votes from all members present, declared the motion carried and the resolution duly passed.

Executive Session

Motion was presented by Mr. Winkelman to enter into executive session under RSMo 610.021.3. The motion was seconded by Mrs. Hargis.

Roll call vote was as follows:

Mr. Davis	Yes
Mrs. Hargis	Yes
Mr. Scaggs	Yes
Mr. Winkelman	Yes
President Meinberg	Yes

Return to Regular Session

Motion was made by Mrs. Hargis, and seconded by Mr. Winkelman to return to regular session at 6:57 p.m.

Adjournment

There being nothing further, the meeting adjourned.