

**MINUTES OF THE BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT OF JEFFERSON COUNTY, MISSOURI**

June 11, 2015  
(658<sup>th</sup> Meeting)

The Board of Trustees of the Community College District of Jefferson County, Missouri, met in regular session on Thursday, June 11, 2015, at 8:00 a.m. in the Administration Building Board Room on the Hillsboro Campus. The meeting was called to order by Board President Meinberg.

**ROLL CALL/ATTENDANCE**

Members present:	Mr. Davis (Absent)	Ms. Stocker
	Ms. Hargis	Mr. Winkelman
	Mr. Scaggs	Board President Meinberg

It was noted that all members were in attendance except for Mr. Davis.

**PUBLIC COMMUNICATION**

No one asked to speak to the Board.

**JEFFERSON COLLEGE FOUNDATION REPORT**

Tom Burke distributed a document detailing the five-year history of the Jazz & Jeans event. Profits have increased from \$20,000 in 2011 to \$88,370 in 2015 for the event!

As this was Tom's last Board of Trustees report, he stated it has been a great pleasure to work at Jefferson College, and he has loved having the opportunity to give back. He also thanked the Board of Trustees for their support over the years.

Patti Christen was introduced as Tom's replacement as Executive Director of Development. Patti stated she was thrilled to join the Jefferson College family. She stated she hopes to work here for many years and to expand on Tom's legacy, sharing her passion and belief in Jefferson College.

**PRESIDENT'S REPORT**

***Jazz and Jeans***

Dr. Cumiskey thanked Tom Burke, his wife, Vicki Burke, Mike Kumpf, Michelle Kennon, and all the other Foundation Board members who worked so hard to put on a very successful Jazz and Jeans event. Also, a special thanks to Dr. Joel Vanderheyden and the College Jazz Band who once again put on a great show! Thanks also to the Board of Trustees members, faculty, and staff who were able to attend. It was a great night and over \$97,000 was raised in support of Jefferson College students!

***Bond Bill***

Last week Governor Nixon signed House Bill 19, affectionately called the "Bonding Bill." Included in this bill is \$2 million for renovation of the Jefferson College Library and replacement of numerous windows. The Library renovation could begin as early as Summer 2016.

### ***Kudos***

- Congratulations to Shanna Meyer, Enrollment Services Specialist, who recently received the *Advocate of the Year* award from the Jefferson County School Counselors Association.
- Congratulations also to Chris DeGeare, Division Chair of Business & Technical Education, for his recent appointment to the Hillsboro Board of Alderman.
- The following members of the Jefferson College Community Chorale will participate in this year's Church and Community Honor Choir in Jefferson City in July: Fallon Blackwell, Don Cavins, Cindy Douglas, Heather Flora, David Griggs, Terry Harvey, Barb Jeunger, George Jeunger, Fran Moore, Brad Steincamp, Pam Steincamp and Janet Taylor.
- Also, kudos to the following Area Technical School Health Services program students who each won National Technical Honor Society (NTHS) Jon H. Poteat \$1,000 scholarships: Alicia Shadowens, Jefferson R-7 High School, and, Hanna Osborne, Northwest High School. NTHS honors the achievements of top CTE students, provides scholarships to encourage the pursuit of higher education, and cultivates excellence in today's highly competitive, skilled workforce.

### ***2015 Math Contest***

The College held the Annual Math Contest in May. The winner of the Jefferson College full-tuition scholarship was Sydney Farace from Jefferson R-7 High School; top high school team score went to Northwest High School; top overall score for a senior went to Jonathan McKineley of Fox High School.

### ***MCCA***

MCCA held its annual Trustees and Administrative/Professionals Conference on May 20-22 at the Lake of the Ozarks. Some of the topics highlighted at the conference included the following: (1) a presentation from Jim Moody over concerns stemming from the passage of tax reform (Senate Bill 509) and its impact on Missouri's budget; (2) legal issues in higher education from the College's legal counsel, Tueth Keeney; (3) difficulty in analyzing the K-12 pipeline; and (4) a robust discussion regarding Board/President relationships. All in all, it was a great conference. Board member Barbara Stocker attended the conference along with Dr. Cummiskey and shared that the conference was a very positive experience for her. She attended sessions highlighting legislative matters, student financial assistance, and Title IX. She also participated in some panel discussions including Dr. Selsor's presentation on completion. Ms. Stocker stated she was hopeful other Board members might attend in the future as it was a very informative conference.

### ***Board Retreat***

Dr. Cummiskey suggested the Board of Trustees hold a mini-retreat following the July 16 Board of Trustees monthly meeting. Board members agreed; therefore, the Board Retreat will be held immediately following the July 16 meeting.

### ***Completion Academy Update***

Vice President of Instruction, Dr. Mindy Selsor, presented a brief overview on the work College staff have completed as part of the Missouri Department of Higher Education's (MDHE) Completion Academy. The efforts being made to increase student retention (and ultimately, graduation) are most impressive! Dr. Selsor provided handouts to the Board summarizing some of the highlights of her presentation ([Completion at Jefferson College](#)). A more detailed explanation of the completion work and results will be presented to the Board during the Fall 2015 semester.

### ***Resolutions***

Resolutions were presented to two dedicated employees who are leaving Jefferson College at the end of June, Dr. Mindy Selsor and Mr. Tom Burke. Although he was unable to attend the Board meeting, Missouri State Representative John McCaherty, on behalf of the Missouri House of Representatives, was happy to recognize these two individuals' dedication to Jefferson College. Both Dr. Selsor and Mr. Burke spoke briefly thanking all for the years of support during their tenure at Jefferson College.

## **APPROVAL OF WARRANTS**

Motion was presented by Ms. Hargis and seconded by Mr. Scaggs to approve the warrants. Hearing approval from all members present, President Meinberg declared the motion carried and warrants approved.

## **ADOPTION/APPROVAL OF CONSENT AGENDA**

Motion to adopt the Consent Agenda was presented by Mr. Scaggs and seconded by Mr. Winkelman. All members present voted to adopt the Consent Agenda.

Motion was presented by Ms. Hargis to approve the Consent Agenda and seconded by Ms. Stocker. Board President Meinberg, hearing affirmative votes from all voting members present, declared the motion carried and the following Consent Agenda items approved as presented.

- ~ Minutes of May 16, 2015 Meeting
- ~ Minutes of May 19, 2015 (Special Meeting)
- ~ Financial Statements dated May 31, 2015
- ~ Full-time Faculty Overload Assignments & Adjunct Faculty Teaching Assignments (Final) ~ Summer 2015
- ~ Curriculum Proposals

## **EXECUTIVE SESSION**

Motion was presented by Mr. Winkelman and seconded by Ms. Hargis to move into Executive Session under RSMo 610.021.3. Roll call vote was as follows:

Mr. Davis	Absent
Ms. Hargis	Yes
Mr. Scaggs	Yes
Ms. Stocker	Yes
Mr. Winkelman	Yes
Board President Meinberg	Yes

Board President Meinberg declared the meeting to be in executive session.

## **RETURN TO REGULAR SESSION**

Motion was presented by Mr. Winkelman and seconded by Mr. Scaggs to return to regular session at 9:30 a.m.

## **NEW BUSINESS**

### ***Approval of Jefferson College Foundation Board Nominations***

The Bylaws of the Jefferson College Foundation require the Nominating Committee submit to the Jefferson College Board of Trustees its recommendation for Board approval. The Nominating Committee submitted the following names for renewal: Thomas R. Dixon, Wesley R. Griffith, Patrick J. Higgins Sr., Ronald L. Holland, Michelle A. Kennen, Glenda M. Potts, and Michael W. Walsh. These individuals

were each elected to serve a three-year term. Additionally, Jennifer Hansen was chosen to serve the balance of Jacquelyn Moran's two-year term as Board Secretary.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Board approval be granted to renew the following members for three-year terms: Thomas R. Dixon, Wesley R. Griffith, Patrick J. Higgins Sr., Ronald L. Holland, Michelle A. Kennen, Glenda M. Potts, and Michael W. Walsh.

BE IT FURTHER RESOLVED that Board approval be granted to allow Jennifer Hansen to serve the balance of Jacquelyn Moran's two-year term as Board Secretary.

The motion was seconded by Ms. Hargis. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of Contract for Intercollegiate Athletic & Catastrophic Athletic Insurance***

The College's current contract with 1<sup>st</sup> Agency of Kalamazoo, Michigan, for excess intercollegiate and catastrophic athletic insurance will expire July 1, 2015. This excess insurance covers medical expenses for athletic accidents and injuries occurring while participating in intercollegiate athletic sports. Request was received for ratification to extend the current contract with 1<sup>st</sup> Agency for another year at a cost of \$47,574.00. This reflects a 2.5% increase from last year. 1<sup>st</sup> Agency has performed satisfactorily for the College in the past.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that approval be granted to contract with 1<sup>st</sup> Agency, Inc. of Kalamazoo, Michigan, to provide excess intercollegiate and catastrophic athletic insurance services from July 1, 2015, through June 30, 2016, for \$47,574.00.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of Contract for Student Insurance***

The College's current contract for international student insurance expires at 12:01 a.m. on July 1, 2015. This insurance is offered to the College's international students in accordance with required mandates. The monthly rate is \$99.00. Request was received for ratification to extend the current contract with HTH Worldwide of Radnor, Pennsylvania, at no increased cost for services from July 1, 2015, through June 30, 2016. HTH has performed satisfactorily for the College in the past.

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that approval be granted to contract with HTH Worldwide of Radnor, Pennsylvania, to provide international student insurance services from July 1, 2015, through June 30, 2016, at a monthly rate of \$99.00.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of Installation and Furnishing of Viking Woods Bathtub Systems***

A request was received for funding the furnishing and installation of 29 acrylic one-piece bathtub liners and wall systems for Viking Woods student housing apartments. Over the past 16 years, the tubs and walls have gotten steadily worse with grout loss and staining, making it difficult to clean properly and eliminate bacteria. This is the first phase of the replacements in student housing with additional apartments to be added annually.

Bid specifications were prepared and distributed as well as requisite newspaper advertisement for bid. Only one vendor submitted a bid:

<u>Vendor</u>	<u>Amount</u>
<i>Bathfitters ~ Maryland Heights, Missouri</i>	<i>\$40,390.04</i>

It was recommended that the furnishing and installation of 29 acrylic one-piece bathtub liners and wall systems be purchased from Bathfitters of Maryland Heights, Missouri, in the amount of \$40,390.04. Maintenance funds will be used for this project. References were checked and found satisfactory. This is a prevailing wage project.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to award the purchase and installation of 29 acrylic one-piece bathtub liners and wall systems to Bathfitters of Maryland Heights, Missouri, in the amount of \$40,390.04.

The motion was seconded by Ms. Hargis. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of Gas Manifold System for Welding***

In an effort to provide a safe classroom, an outside gas manifold system was requested. Students currently handle 150 lb. cylinders filled with welding gases inside the classroom; this creates a potentially dangerous condition should one of the cylinders drop. An outside gas manifold system will also decrease the number of cylinders needed, cut the down time for cylinder exchange, and allow for stainless steel MIG welding in each booth.

Bid specifications were prepared by McClure Engineering of St. Louis, Missouri, and were distributed to nine contractors. Three contractors responded, and two contractors attended the pre-bid meeting. The contractor that did not attend the mandatory pre-bid meeting was disqualified. Bids were received as follows:

<u>Vendor</u>	<u>Amount</u>
<i>C&amp;R Mechanical ~ Bridgeton, Missouri</i>	<i>\$65,325.00</i>
<i>Haberberger ~ St. Louis, Missouri</i>	<i>\$72,195.00</i>
<i>AirMasters ~ Fenton, Missouri</i>	<i>\$66,998.00*</i>

\*Disqualified as noted above.

The Strategic Planning Committee approved this project for fiscal year 2016.

It was recommended that the contract for the installation of a gas manifold system be awarded to C&R Mechanical of Bridgeton, Missouri, in the amount of \$65,325.00. This is a prevailing wage project and all requisite advertising was completed.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to award the contract for the installation of a gas manifold system to C&R Mechanical of Bridgeton, Missouri, in the amount of \$65,325.00.

The motion was seconded by Mr. Winkelman. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of Renovation to Arts & Science I Building, Room 216***

A request was received for the renovation of Arts & Sciences I Room 216 (Engineering Lab). This room was not remodeled when other labs in the Arts & Science I building were remodeled approximately ten years ago. The Engineering Lab is being upgraded to remove all asbestos lab surfaces and remove water, air, and propane gas lines. Additional circuits are being added to provide power for new computers to be installed as well as repainting and floor repair.

Bid specifications were prepared and distributed to five vendors as well as requisite newspaper advertisement for bid. Two vendors responded:

<u>Vendor</u>	<u>Amount</u>
<i>P. R. Drury &amp; Associates ~ Festus, Missouri</i>	\$24,970.00
DeSoto Ozark ~ DeSoto, Missouri	\$28,500.00

The Strategic Planning Committee approved this renovation as a capital expense for fiscal year 2016.

It was recommended that the contract to renovate Arts & Sciences I Room 216 be awarded to P. R. Drury & Associates of Festus, Missouri, in the amount of \$24,970.00. References were checked and found satisfactory. This is a prevailing wage project.

Motion was presented by Ms. Stocker for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to award the contract to renovate Arts & Sciences I Room 216 to P. R. Drury & Associates of Festus, Missouri, in the amount of \$24,970.00.

The motion was seconded by Ms. Hargis. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of Spring Computing Bid***

A request was received for the purchase of computers, printers, and network switches for use in several classrooms being renovated to accommodate additional computer classrooms and enhanced computer technology. Detailed specifications were completed and bid packets were distributed to twelve vendors. Six vendors submitted bids with the winning low bid totals, as follows:

### Spring 2015 Computer Bid Responses

Item Description	~ Vendor ~					
	AOS	<i>DellDirect</i>	<i>GHA Associates</i>	OfficeMax/ OfficeDepot	TigerDirect (Dell Bid)	TigerDirect (hp Bid)
<b>Item 1</b> ~ Mini Tower PC w/ 19" Monitor (33 Units)	NC	\$ 22,737.33	\$ 26,697.00	\$ 32,092.83	\$ 27,064.95	\$ 33,617.43
<b>Item 2</b> ~ Mini Tower PC w/ Video Card and 24" Monitor (21 Units)	NC	\$ 19,530.00	\$ 26,691.00	\$ 25,402.23	\$ 30,665.46	\$ 41,871.90
<b>Item 3</b> ~ Laser Printer (2 Units)	NC	No Bid	\$ 1,358.00	\$ 1,366.90	\$ 1,368.12	\$ 1,368.12
<b>Item 4</b> ~ 48-port Network Switch (4 Units)	NC	\$ 2,133.60	\$ 1,724.00	\$ 1,733.24	\$ 1,743.20	\$ 1,743.20

<u>Vendor</u>	<u>Amount</u>
<i>Dell Direct ~ Chicago, Illinois</i>	\$42,267.33
<i>GHA Associates ~ Phoenix, Arizona</i>	\$ 3,082.00

The Strategic Planning Committee approved these purchases as a capital expense for fiscal year 2016.

It was recommended that the respective low bidders be awarded the purchases (DellDirect, Items 1 & 2, and GHA Associates, Items 3 & 4. Both vendors have performed satisfactorily for the College in the past. Total purchases will be \$45,349.33.

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that the purchase of computing equipment be awarded to Dell Direct of Chicago, Illinois, in the amount of \$42,267.33 and GHA Associates of Phoenix, Arizona, in the amount of \$3,082.00.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

#### ***Renewal of VMware Software Maintenance Agreement***

A request was received to renew the College's current VMware software maintenance contract that will expire on June 30, 2015. VMware is the operating system platform that supports our Enterprise Resource Planning system (student information system, finance, payroll, Human Resources, etc.) in our virtual environment. This maintenance renewal is for a three-year period.

<u>Vendor</u>	<u>Amount</u>
<i>Enterprise Consulting Group ~ Chesterfield, Missouri</i>	\$42,793.37
<i>CDWG ~ Vernon Hills, Illinois</i>	\$48,977.15
<i>ScholarBuys ~ Carpentersville, Illinois</i>	\$50,814.68
<i>HP Direct ~ Palo Alto, California</i>	\$51,917.45

It was recommended that a VMware software maintenance agreement be purchased from Enterprise Consulting Group of Chesterfield, Missouri, in the amount of \$42,793.37. Enterprise Consulting Group has performed satisfactorily for the College in the past.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to approve the purchase of a three-year VMware software maintenance agreement from Enterprise Consulting Group of Chesterfield, Missouri, in the amount of \$42,793.37.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of VMware Hardware Upgrade***

A request was received for a hardware support/upgrade to refresh a portion of the College's virtual "cloud" environment. This upgrade will ensure the College is running on current technology hardware that is supported by the manufacturer.

<u>Vendor</u>	<u>Amount</u>
<i>Enterprise Consulting Group ~ Chesterfield, Missouri</i>	\$41,461.94
HP Direct ~ Palo Alta, California	\$42,038.74
CDWG ~ Vernon Hills, Illinois	\$42,798.74

It was recommended that a VMware hardware support/upgrade be purchased from Enterprise Consulting Group of Chesterfield, Missouri, in the amount of \$41,461.94. Enterprise Consulting Group has performed satisfactorily for the College in the past.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to approve the purchase of a VMware hardware support/upgrade from Enterprise Consulting Group of Chesterfield, Missouri, in the amount of \$41,461.94.

The motion was seconded by Ms. Hargis. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Approval of VMware Software License***

A request was received to purchase the software licenses required to create a virtual development/testing environment which will be separate from the College's production virtual environment. This new development/testing environment will be used to test new software and upgrades without risk to the College's production environment.

<u>Vendor</u>	<u>Amount</u>
<i>Enterprise Consulting Group ~ Chesterfield, Missouri</i>	\$18,262.76
HP Direct ~ Palo Alto, California	\$19,570.57
ScholarBuys ~ Carpentersville, Illinois	\$19,655.99

It was recommended that VMware software licenses be purchased from Enterprise Consulting Group of Chesterfield, Missouri, in the amount of \$18,262.76. Enterprise Consulting Group has performed satisfactorily for the College in the past.

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to approve the purchase of VMware software licenses from Enterprise Consulting Group of Chesterfield, Missouri, in the amount of \$18,262.76.

The motion was seconded by Mrs. Winkelman. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

### ***BAT-FAT Final Agreement***

The meet-and-confer process this year consisted of ten issues submitted by the Faculty Association Team (FAT) and three issues submitted by the Board Administration Team (BAT). The process resulted in a compromise agreement approved by both teams. Board of Trustees approval of the resolution below places this agreement into action and completes the BAT-FAT process for this year.

Pursuant to Board Procedure: “The President of the College shall, as Chief Executive Officer, review the draft of the Statement of Understandings during the same time frame as the constituent groups and make advisory recommendations on its provision to the Board of Trustees no later than the first reading of the draft Statement of Understandings during a meeting of the Board of Trustees.”

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that the agreement of the BAT and FAT teams resulting from this year’s meet-and-confer process, and as ratified by the faculty, be approved as presented.

The motion was seconded by Mr. Scaggs. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

### ***Renewal of Agreement with Missouri Baptist University***

Jefferson College has an ongoing agreement with Missouri Baptist University to provide 2 + 2 programming, two years for the Associate of Arts degree at Jefferson College and two years at Missouri Baptist University for the Bachelor’s degree. Missouri Baptist University also provides graduate-level courses on the Jefferson College campus where space permits and allocates space for Missouri Baptist University staff in the Jefferson College Arnold facility. This arrangement continues to be satisfactory for all parties, especially the citizens of Jefferson County, because they have access to university studies without commuting out of the county.

The agreement institutes a \$500 charge per academic term, per office, for the Arnold and Hillsboro office spaces and provides for 50% of the cost of the part-time Academic Support Services Assistant which is shared with the University of Missouri – St. Louis. Other fees are included for computer lab usage and a per student rate of \$10 for Missouri Baptist University students taking courses at Jefferson College. The agreement extends the existing agreement for one (1) academic year.

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that the President of Jefferson College is hereby authorized and empowered to enter into and execute the attached extension of the Memorandum of Agreement with Missouri Baptist University for the establishment of a 2 + 2 program for the 2015-2016 academic year.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Renewal of Long Term Disability Insurance***

The College maintains long-term disability (LTD) insurance coverage for its employees. As required by state law, Jefferson College must bid this insurance every three years. This was done for the year beginning July 1, 2015, by our insurance broker, Mr. Rick Vest.

Currently, the College’s LTD provider is CIGNA, at a premium rate of 23.6 cents per \$100 of salary dollars. In addition to CIGNA, bid requests were sent to eight other carriers. Bids that were able to match our current coverage are as follows:

	<b><u>CIGNA (current)</u></b>	<b><u>CIGNA (renewal)</u></b>	<b><u>Standard</u></b>
Cents per 100 salary dollars	23.6	23.6	35.0

Assurant, Mutual of Omaha, and Guardian were not able to match our current coverage and submitted bids higher than our rate with CIGNA. Metlife, Principal, Unum, and Aetna declined to bid. CIGNA won the bid with a two-year rate guarantee of 23.6 cents per \$100 of salary dollars per year. The cost to the College for LTD insurance for 2015-2016 is projected to be approximately \$32,000.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that approval be granted to contract with CIGNA for employee long-term disability insurance coverage for two years effective July 1, 2015, at a premium rate of 23.6 cents per \$100 salary dollars.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Reappointment of Head Coaches ~ 2015-2016***

Julie Fraser, Associate Vice President of Student Services, has recommended the re-appointments of Tony Cook as part-time Head Softball Coach, Ricardo Garza as part-time Head Soccer Coach, and Steve Jarvis as part-time Head Basketball Coach, each at an annual salary of \$20,455. Associate Vice President Fraser’s recommendation is attached. I concur with this recommendation.

Aida Steiger’s assignment as Head Volleyball Coach was approved with her full-time contract.

It was also recommended that Patrick Evers continue to serve in a full-time capacity as an advisor for Enrollment Services and as Head Baseball Coach.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Tony Cook, Ricardo Garza, and Steve Jarvis be appointed head coaches for Softball, Soccer, and Basketball, respectively, at the annual compensations listed above effective July 1, 2015, through June 30, 2016.

The motion was seconded by Ms. Hargis. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Reappointment of Assistant Coaches ~ 2015-2016***

Julie Fraser, Associate Vice President of Student Services, has recommended the re-appointments of Bob Bartolone as part-time Assistant Soccer Coach, Travis Cearly as part-time Assistant Basketball Coach,

David Owens as part-time Assistant Volleyball Coach, and Andrew Stanton as part-time Assistant Baseball Coach, as well as the appointment of Amber Santhuff as part-time Assistant Softball Coach, each at an annual salary of \$5,295. Associate Vice President Fraser's recommendation is attached. I concur with this recommendation.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Bob Bartolone, Travis Cearly, David Owens, Andrew Stanton, and Amber Santhuff be appointed assistant coaches for Soccer, Basketball, Volleyball, Baseball, and Softball, respectively, at the annual compensations listed above effective July 1, 2015, through June 30, 2016.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

#### ***Appointment of Full-time Economics Faculty***

Ms. Shirley Davenport, Dean of Arts and Science Education, has recommended filling a vacant economics faculty position with Mr. Bruce Korbesmeyer on a one-year appointment at a Level I annual salary of \$44,504 for the 2015-2016 academic year. Dr. Mindy Selsor, Vice President of Instruction, and I concur with this recommendation.

A search was conducted, and Mr. Korbesmeyer was chosen by a search committee comprised of Division Chair of Social Science Sandy Frey, Mary Baricevic, Scott Cazadd, Allan Wamsley, and Susan Welch. Dr. Selsor and Ms. Davenport's recommendations and Mr. Korbesmeyer's full credentials are attached.

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Mr. Bruce Korbesmeyer be appointed as Level I full-time economics faculty on a one-year appointment for the 2015-2016 academic year at an annual salary of \$44,504 subject to applicable Board-approved increases.

The motion was seconded by Ms. Stocker. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

#### ***Appointment of Full-time Computer Integrated Manufacturing Faculty***

Dr. Dena McCaffrey, Dean of Career and Technical Education, has recommended filling a vacant computer integrated manufacturing faculty position with Mr. Matthew West on a 9.5-month term appointment at a Level I annual salary of \$44,879. Dr. Mindy Selsor and I concur with this recommendation.

A search was conducted, and Mr. West was chosen by a search committee comprised of Division Chair of Business and Technical Education Chris DeGeare, Bob Brazzle, Bryan Herrick, John McDaniel, and Allan Wamsley. Dr. Selsor and Dr. McCaffrey's recommendations and Mr. West's full credentials are attached.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Mr. Matthew West be appointed as Level I full-time computer integrated manufacturing faculty on a 9.5-month term appointment for the 2015-2016 academic year at an annual salary of \$44,879 subject to applicable Board-approved increases.

The motion was seconded by Ms. Hargis. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

***Appointment of Database Administrator***

Mr. Daryl Gehbauer, Vice President of Finance and Administration, has recommended the appointment of Mr. Daniel Smith as Database Administrator, a position that will become vacant as a result of Ms. Casey Bianco's retirement, at an annual salary of \$57,788 for the 2015-2016 year. The salary is determined according to existing Board policy and procedure that addresses promotions. Mr. Gehbauer's recommendation and Mr. Smith's full credentials are attached. I concur with this recommendation.

Motion was presented by Ms. Hargis for approval of the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Mr. Daniel Smith be appointed Database Administrator effective July 1, 2015, at an annual salary of \$57,788, subject to applicable Board-approved increases.

The motion was seconded by Mr. Winkelman. Hearing approval from all members present, Board President Meinberg declared the motion carried and the resolution approved.

**REPORTS**

***Resignation of Full-time Automation & Electrical Control Systems Faculty***

Mr. John McDaniel, Instructor of Automation & Electrical Control Systems, submitted his notice of resignation notifying the College that he does not intend to renew his teaching contract for the 2015-2016 academic year. No action was required on the part of the Board of Trustees.

Dr. Cummiskey informed the group that the Missouri State Board of Nursing has notified the College that the Nursing program is now fully accredited. Congratulations to Dean Dena McCaffrey, Director of Nursing Linda Boevingloh, and the entire nursing staff!

On behalf of the Board of Trustees, Board President Meinberg thanked Dr. Selsor and Mr. Burke for their many years of service to the College.

**ADJOURNMENT**

With no further business to be considered by the Board, President Meinberg declared the meeting adjourned at 9:42 a.m.