1. General Functions

1.1 The meeting was called to order by President David Disney at 12:04 p.m. The meeting was held at the MCC Administrative Center, 3200 Broadway, Kansas City, Missouri.

1.2 Roll Call

Present:  David L. Disney, President
          Mariann Tow, Vice President
          Trent M. Skaggs, Trustee
          Richard C. Tolbert, Trustee
          Christopher R. Whiting, Trustee

          Mark S. James, Chancellor

1.3 Welcome of Guests and Staff Members

1.4 Communications

1.5 Board of Trustee Business

1.5.1 CONSENT AGENDA
Approval of the consent agenda means that all items appearing in the minutes that have asterisks (*) were adopted by one single motion. Each item on the Board agenda shall be deemed to have been duly approved with the same validity as if each action were separately moved, seconded and adopted.

It was moved by Trustee Tow and seconded by Trustee Whiting that the consent agenda for February 14, 2013 be approved.

Motion carried by the following vote:

AYES: Trustees Disney, Skaggs, Tolbert, Tow, and Whiting
NAYS: None
ABSTENTIONS: None

*1.5.2 APPROVAL OF MINUTES
The Board of Trustees approved the minutes of the regular meeting and the work session held on January 17, 2013.

*1.5.3 WORK SESSION MARCH 14, 2013
The Board of Trustees approved the March 14, 2013 work session to be held at 5:30 p.m. at the MCC Administrative Center, 3200 Broadway, Kansas City, Missouri.
1.5.4 BOARD OF TRUSTEES ABSENCE
The Board excused the absence of Christopher R. Whiting from the January 17, 2013 meeting.

2. Administration

2.1 APPLICATIONS FOR FUNDS FROM EXTERNAL SOURCES
The Board of Trustees approved the applications for funds from external sources. The summary of projects is on page 9.

2.2 RESCISSION AND REVISION OF BOARD POLICIES - APPROVAL
It was moved by Trustee Tow and seconded by Trustee Whiting that the Board of Trustees adopt a resolution approving the rescinding of 2.25050 DR Computer and Computer Technology Usage and 2.25050 BP Computer and Computer Technology Usage and that they be replaced with proposed revision 2.25050 BP Computer and Computer Technology Usage. The resolution and board policies may be found on pages 11-19.

Motion carried by the following vote:

AYES: Trustees Disney, Skaggs, Tolbert, Tow, and Whiting
NAYS: None
ABSTENTIONS: None

3. Personnel

3.1 PROFESSIONAL PERSONNEL RECOMMENDATIONS
The Board of Trustees approved the professional personnel recommendations listed on page 21-26.

4. Business and Finance

4.1 TREASURER'S REPORT
It was moved by Trustee Tow and seconded by Trustee Whiting that the Board of Trustees adopt a resolution approving the disbursements for the month of January 2013. The resolution and related documents may be found on pages 28-33.

Motion carried by the following vote:

AYES: Trustees Disney, Skaggs, Tolbert, Tow, and Whiting
NAYS: None
ABSTENTIONS: None

4.2 BIDS
It was moved by Trustee Whiting and seconded by Trustee Tow that the Board of Trustees adopt the resolution and approve the lowest acceptable bids meeting specifications. The resolution and bids are on pages 35-43.
Motion carried by the following vote:

AYES: Trustees Disney, Skaggs, Tolbert, Tow, and Whiting
NAYS: None
ABSTENTIONS: None

4.3 GENERAL AGREEMENTS
It was moved by Trustee Tow and seconded by Trustee Tolbert that the Board of Trustees approve entering into the agreements listed in the resolution on page 45.

Motion carried by the following vote:

AYES: Trustees Disney, Skaggs, Tolbert, Tow, and Whiting
NAYS: None
ABSTENTIONS: None

*4.4 SOLE SOURCE PURCHASES/CONTRACT PURCHASES
The Board of Trustees approved the sole source and competitively bid contract purchases listed on page 46.

5. Physical Facilities

6. Curriculum and Instruction

*6.1 ALLIED HEALTH AGREEMENTS
The Board of Trustees adopted a resolution approving the allied health agreements listed in the summary. The resolution and summary are on pages 48-49.

*6.2 CONTRACTED SERVICES AGREEMENTS
The Board of Trustees approved the contracted services agreements listed in the resolution on page 51.

7. Student Personnel Services
8. Community Services
9. Unfinished Business
10. New Business
11. Public Hearing
12. Adjournment

12.1 The meeting was adjourned at 12:08 p.m.

Date Approved, Respectfully submitted,

3/14/13

Cynthia K. Johnson, Secretary to the Board of Trustees
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: February 14, 2013
ITEM & FILE NO.: 1.5.1

SUBJECT: Consent Agenda
CATEGORY: Board of Trustee Business

REASON FOR BOARD CONSIDERATION:

☑ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION
ENCLOSURE(S)

BACKGROUND:

Agenda items of a routine nature will be marked with an asterisk (*) located immediately before the item. Unless a Board member requests an item be removed for discussion, the agenda will be approved upon a motion and a second of the Board and unanimously adopted and shall have the same validity as if each action were separately moved, seconded and adopted. Any item removed upon request of a Board member will be taken up in its regular place on the agenda.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees approve the consent agenda items for February 14, 2013.

INITIATOR: Mark S. James
BOARD ACTION DATE: February 14, 2013
EFFECTIVE DATE: February 14, 2013
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: February 14, 2013</th>
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<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 1.5.2</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Approval of Minutes</td>
<td>CATEGORY: Board of Trustee Business</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>☑ APPROVAL ☑ ACCEPTANCE ☑ INFORMATION</td>
<td>ENCLOSURE(S): Minutes</td>
</tr>
</tbody>
</table>

BACKGROUND:

The minutes of the regular meeting and work session of the Board of Trustees for January 17, 2013 are submitted for approval.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the minutes of January 17, 2013.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
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<tbody>
<tr>
<td>Mark S. James</td>
<td>February 14, 2013</td>
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AGENDA ITEM BACKGROUND

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<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: February 14, 2013</th>
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<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: I.5.3</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Work Session</td>
<td>CATEGORY: Board of Trustee Business</td>
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<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>☑ APPROVAL □ ACCEPTANCE □ INFORMATION</td>
<td>ENCLOSURE(S)</td>
</tr>
</tbody>
</table>

BACKGROUND:

A work session of the Board of Trustees will be held March 14, 2013, 5:30 p.m. at the MCC Administrative Center, 3200 Broadway, Kansas City, Missouri.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the March 14, 2013 work session.

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<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
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<tbody>
<tr>
<td>Mark S. James</td>
<td>February 14, 2013</td>
<td>February 14, 2013</td>
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</tbody>
</table>
AGENDA ITEM BACKGROUND

TO:      BOARD OF TRUSTEES
FROM:    CHANCELLOR
DATE:    February 14, 2013
ITEM & FILE NO.: 1.5.4

SUBJECT: Board of Trustees Absence
CATEGORY: Board of Trustee Business

BACKGROUND:

According to the by-laws of the Board of Trustees, 1.10055 Absences from Meetings, any member of the board failing to attend the meetings of the Board for three (3) consecutive regular meetings, unless excused by the Board for reasons satisfactory to the Board, shall be deemed to have vacated the seat.

The following board member has asked to be excused:

Christopher R. Whiting – January 17, 2013

RECOMMENDATION:

Christopher R. Whiting be excused from attending the January 17, 2013 Board of Trustees meeting.

INITIATOR:  
BOARD ACTION DATE:  February 14, 2013  
EFFECTIVE DATE:  February 14, 2013
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: February 14, 2013
ITEM & FILE NO.: 2.1

SUBJECT: *Applications for Funds from External Sources
CATEGORY: Administration

REASON FOR BOARD CONSIDERATION:
☒ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION
ENCLOSURE(S)
Summary of Projects

BACKGROUND:

Below is a summary of applications for funds from external sources. If funded, the acceptance of funds will be submitted for approval at a subsequent meeting.

National Endowment for the Arts: Storytelling – MCC-Maple Woods – MCC is requesting funds to support overall operational costs of the 2014 Storytelling Celebration. There are year-round activities including workshops for high school students and approximately 175 performances at over 100 venues each November. The term of the grant would be January 1, 2014 – December 31, 2014. The amount requested is $40,000. No match is required.

REACH Healthcare Foundation - Hispanic Economic Development Corporation (HEDC): Preparing for Careers in Healthcare – MCC-IWI – MCC would be the benefactor of the HEDC application for funds to cover consultant expenses to evaluate and recommend strategies for growing the new MCC program to prepare students for entry into healthcare educational pathways. Two pilot cohorts have completed CNA+ training with a 90 percent completion rate and all students have been placed into employment. The proposed consultant has considerable experience working for four years during the development of a similar program at Wilbur Wright College in Chicago. The full $30,000 grant would be awarded to HEDC whereby MCC and HEDC would enter into a contract for consultant services. The grant period would be March 1, 2013 - August 30, 2013.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees approve the applications for funds from external sources.

INITIATOR: Tuesday L. Stanley
BOARD ACTION DATE: February 14, 2013
EFFECTIVE DATE: February 14, 2013
## SUMMARY OF PROJECTS
### REQUESTS FOR FUNDS FROM EXTERNAL SOURCES

<table>
<thead>
<tr>
<th>Applications and Units Participating</th>
<th>Amount</th>
<th>Matching</th>
<th>Funding Source &amp; Period</th>
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<tr>
<td></td>
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<td></td>
<td></td>
<td>Cash</td>
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<td></td>
<td></td>
<td>In-Kind</td>
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<tr>
<td>Storytelling – MCC-MW</td>
<td>$40,000</td>
<td>$0</td>
<td>National Endowment for the Arts</td>
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<tr>
<td>Preparing for Careers in Healthcare – MCC-IWI</td>
<td>$30,000</td>
<td>$0</td>
<td>REACH Healthcare Foundation:</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Hispanic Economic Development Corporation</td>
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<td></td>
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<td>March 1, 2013 – August 30, 2013</td>
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</table>
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<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: February 14, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO: 2.2</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Rescission and Revision of Board Policies - Approval</td>
<td>CATEGORY: Administration</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>REASON FOR BOARD CONSIDERATION:</th>
<th>☐ APPROVAL</th>
<th>☐ ACCEPTANCE</th>
<th>☐ INFORMATION</th>
<th>ENCLOSURE(S)</th>
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<td>Board Policies</td>
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<td>Resolution</td>
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BACKGROUND:

The Chancellor has undertaken as an ongoing project, the compiling, revising, and updating of the total system of District Policies and Procedures. The proposed rescinded and revised policies have been developed by the Chancellor’s Policy Review Committee, which includes representatives of the shared governance groups, and successfully lodged with the Chancellor’s Cabinet.

Approve 2.25050 DR Computer and Computer Technology Usage Rescind

It is recommended that this regulation be rescinded and replaced with the revised policy 2.25050 BP.

Approve 2.25050 BP Computer and Computer Technology Usage Rescind

It is recommended that this policy be rescinded and replaced with the revised policy 2.25050 BP.

Approve 2.25050 BP Computer and Computer Technology Usage Revised

It is recommended that this policy be revised.

This proposed revision will provide a more structured definition of the rights, responsibilities, and use of the District’s computers and computer technology.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the proposed rescission of District Regulation and Policy 2.25050 and approve the proposed revision of Board Policy 2.25050.

INITIATOR: Mark S. James

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<thead>
<tr>
<th>BOARD ACTION DATE:</th>
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<tr>
<td>February 14, 2013</td>
<td>February 14, 2013</td>
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RESOLUTION

WHEREAS, the Board of Trustees believes it is in the best interest of the District to rescind the current computer and computer technology usage regulation and policy and replace them with a revised computer and computer technology usage policy in order to provide a more structured definition of the rights, responsibilities, and use of the District's computers and computer technology.

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be and are authorized to approve regulation and policy rescissions and revisions for and on behalf of Metropolitan Community College.
METROPOLITAN COMMUNITY COLLEGE

BOARD REGULATION

2.25050 DR

COMPUTER AND COMPUTER TECHNOLOGY USAGE

2.25050 DR

Reference: 3.25055 DR — Confidentiality of Student and Employee Data
3.30010 BP, DR — Employee Discrimination and Harassment

The Metropolitan Community Colleges is committed to providing an educational and work climate that is conducive to the personal and professional development of each individual. MCC supports First Amendment rights and an open environment to pursue scholarly inquiry and to share information. Access to networked computer information supports the mission of the institution. Any form of illegal harassment or discrimination against any individual is inconsistent with the values and ideals of our community.

I. Use of MCC Resources

A. Users will be permitted access to computer resources and facilities through an account established by MCC. Access and privileges on MCC’s network and computer systems will be assigned and managed by appropriate Network User Services (NUS) coordinators. Under no circumstances will users transfer or confer these privileges to other individuals, or use an account assigned to another individual, without written permission from an NUS coordinator.

B. Authorized users are accountable for the proper use of the system. Persons using MCC computing resources and facilities through MCC-owned equipment will respect the integrity of computing resources and facilities, respect the rights of other users, and comply with all relevant regulations, PRPs, and contractual agreements.

C. MCC reserves the right to limit, restrict or deny computing resources and facilities for those who violate the PRPs, state, federal, or international regulations and to take other appropriate action including expulsion in the case of students and termination in the case of employees.
II. Freedom of Expression

MCC will not limit adult users’ access to any information due to its content when access meets the standard of legality and when it is sought in connection with academic pursuits.

III. Privacy

A. MCC reserves the right to access all information stored on MCC-owned computers and equipment.

B. Missouri’s “Sunshine Law” and other state and federal freedom of information laws oblige open access to certain types of MCC communications.

C. MCC reserves the right to monitor and review the use of computer resources if there is reasonable cause to believe that criminal or illegal acts or unauthorized usage has occurred. When such reasonable cause exists:

1. The dean of students, or designee, will be responsible for the monitoring and review of specific student computer activity;

2. The vice-chancellor of education and technology, or designee, will be responsible for the monitoring and review of specific faculty computer activity;

3. The vice-chancellor of administration, or designee, will be responsible for the monitoring or review of specific computer activity of other employees.

IV. Intellectual Property

A. Users will abide by all software licenses, PRPs, applicable federal, state, and international regulations.

B. Works communicated through the Internet or MCC network are subject to copyright laws unless otherwise stated. Unless permission of the author is obtained, utilization of any electronically transmitted information must comply with the “fair use” principle found in federal copyright law.

V. Criminal and Illegal Acts

Computing resources and facilities of MCC, which include hardware, software, and network environment, will not be used for criminal or illegal activities including, but not limited to, unauthorized access, intentional corruption of computer resources, theft, defamation, obscenity;
child pornography; and harassment based on race, color, religion, sex, age, birth, ancestry, national origin, or physical handicap.

VI. Authorized Use

A. Computing resources are provided by MCC to accomplish the tasks related to its mission.

B. Incidental personal use of MCC's computer resources is acceptable if that use imposes no measurable cost, is not harmful or a hindrance to the operations of MCC and does not interfere with an individual's job or academic performance.

C. Legitimate academic research will be deemed authorized use.

VII. Individual Responsibility

Individuals using MCC's computer resources and facilities will use computer accounts only for authorized purposes and will report to the appropriate NUS coordinator any incident which appears to violate this regulation.

VIII. Sanctions

A. MCC reserves the right to suspend or terminate any activities that are deemed unauthorized or unacceptable use of computer resources, to take other appropriate action including suspension or expulsion of students or termination of employees.

B. MCC reserves the right to remove any web page, file or software from any computer owned by MCC which does not comply with this regulation.

Approved: Chancellor's Cabinet
January 17, 2002
(Editors' Corrections 7/11/06)
METROPOLITAN COMMUNITY COLLEGE

BOARD POLICY

2.25050 BP

COMPUTER AND COMPUTER TECHNOLOGY USAGE

2.25050 BP

The board of trustees encourages utilization of computers, computer technology, and internet access for scholarship and business purposes. The board acknowledges that there is the possibility of misuse of computer technology. The board authorizes the chancellor to develop regulations governing the use of computers and computer technology.

Adopted: Board of Trustees
April 11, 2002
(Revised: July 11, 2006)
PROPOSED REVISION

METROPOLITAN COMMUNITY COLLEGE

BOARD POLICY

COMPUTER AND COMPUTER TECHNOLOGY USAGE

2.25050 BP

The board of trustees (the board) encourages utilization of computers, computer technology, and internet access for scholarship and business purposes. The board acknowledges that there is the possibility of misuse of computer technology. The board authorizes the chancellor to develop regulations governing the use of computers and computer technology. The Metropolitan Community College (the college) recognizes the value of computer and other electronic resources to improve student learning and enhance the administration and operation of its campuses. To this end, the responsible use of computers, computer networks, including the Internet, and other electronic resources in support of the mission and goals of the college are encouraged.

I. Rights and Responsibilities

A. It is the policy of the college to maintain an environment that promotes legal and responsible conduct in all online network activities by, employees, and students. It shall be a violation of this policy for any employee, student, or other individual to engage in any activity that does not conform to the established purpose and general rules and policies of the college. Within this general policy, the college recognizes its legal and ethical obligation to protect the well-being of employees, students, and any other individuals who have access to MCC resources and equipment. The college retains the following rights and recognizes the following obligations:

1. To log network use and to monitor fileserver space utilization by users and assume no responsibility or liability for files deleted due to violation of fileserver space allotments.

2. To remove a user account on the network or restrict access to college technology resources.

3. To monitor the use of online activities, which may include real-time monitoring of network activity and/or maintaining a log of Internet activity for later review, and to provide internal and external controls as appropriate and feasible, which shall include the right to determine who will have access to college-owned equipment and, specifically, to exclude those who do not abide by the acceptable use policy or other policies governing the use of college facilities, equipment, and materials. The college reserves the right to restrict online destinations through software or other means.

4. To monitor and secure the storage and use of personally identifiable information.
5. To store and manage all personally identifiable information or otherwise protected information in accordance with college data management policies, PCI and other industry requirements, and federal and state laws and regulations.

6. To monitor and manage the use of local or external digital media sources (for example, streaming, file sharing, embedded links, etc.) for acceptable use and legal compliance, including, but not limited to, ADA compliance and intellectual property rights.

7. To review and approve the purchase, acquisition, implementation, administration, and use of software, hardware, and peripherals, whether locally or remotely accessing college resources.

II. Employee Responsibilities

Employees who supervise the usage of electronic equipment or otherwise have occasion to observe use of said equipment online shall make reasonable efforts to monitor the use of this equipment to ensure that it conforms to the mission and goals of the college.

III. User Responsibilities

Use of the electronic media provided by the college is a privilege that offers a wealth of information and resources for research. Where it is available, this resource is offered to employees, students, and other individuals at no cost. In order to maintain this privilege, users agree to learn and comply with all of the provisions of this policy.

IV. Acceptable Use

A. Personal use should be subordinate and subject to the educational and business needs of the college and not interfere with the conduct of the college’s business. Use should not result in improper commercial gain for the college or personal commercial gain or private profit.

B. Network accounts are to be used only by the authorized owner of the account for the authorized purpose.

C. All communications and information accessible via the network should be assumed to be private property.

D. Representatives of the college shall exhibit responsible behavior on the network.

E. Appropriate college administrators will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

V. Unacceptable Use

A. Unauthorized distribution of personal information about another person, including home address and phone number, is strictly prohibited.

B. Any use of the network for commercial or for-profit purposes not authorized by the college is prohibited.

C. Excessive use of the network for personal business shall be cause for disciplinary action.
D. Any use of the network for political activity inconsistent with college policy and procedure is prohibited.

E. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users or misrepresent other users on the network.

F. No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.

G. Malicious use of the network to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.

H. Harassment, discriminatory remarks, and other antisocial behaviors are prohibited by college policy and procedure.

I. The unauthorized installation of any software, including shareware and freeware, for use on college computers is prohibited.

J. Use of the network to access or process pornographic material or any other file (as determined by the system administrator or campus administrator), intended to compromise the integrity of the local area network is prohibited.

K. The college network may not be used for downloading entertainment software or other files not related to the mission and objectives of the college for transfer to a user's home computer, personal computer, or other media. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the college.

L. Downloading, copying, or otherwise duplicating and/or distributing copyrighted materials without the specific written permission of the copyright owner is prohibited, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC).

M. Use of college resources for any unlawful purpose is prohibited.

N. Gaming is prohibited, unless specifically authorized by Network User Services.

O. Establishing network or Internet connections to live communications, including voice, audio and/or video, is prohibited, unless specifically authorized by the system administrator.

VI. Disclaimer

A. The college cannot be held accountable for the information that is retrieved via the network.

B. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by the college’s system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
C. The college will not be responsible for any damages suffered by the user, including loss of data resulting from delays, non-deliveries, or service interruptions, caused by the college’s own negligence or the user’s errors or omissions. Use of any information obtained is at the user’s own risk.

D. The college makes no warranties, expressed or implied, with respect to the content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information, or any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.

Reference: 3.25055 DR Confidentiality of Student and Employee Data
3.30010 BP, DR Employee Discrimination and Harassment

Adopted: Board of Trustees
April 11, 2002

Revised: July 11, 2006

CPRC: February 10, 2012
CPRC: April 10, 2012
CPRC: May 8, 2012
CPRC: August 28, 2012

Chancellor’s Cabinet: November 26, 2012
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: February 14, 2013
ITEM & FILE NO.: 3.1

SUBJECT: Professional Personnel Recommendations
CATEGORY: Personnel

REASON FOR BOARD CONSIDERATION:

| ☒ APPROVAL | ENCLOSURE(S) |
| ☐ ACCEPTANCE | Professional Personnel |
| ☐ INFORMATION | Recommendations |

BACKGROUND:

The following summary highlights the personnel recommendations for the month:

A. Administrator – New
B. Professional Resignation
C. Professional Early Retirement
D. Professional Regular Retiree

All policies, regulations and procedures for employment of personnel, including affirmative action, have been followed.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the professional personnel recommendations.

INITIATOR:
Tuesday L. Stanley

BOARD ACTION DATE:
February 14, 2012

EFFECTIVE DATE:
February 14, 2012
<table>
<thead>
<tr>
<th>Name</th>
<th>Anticipated Location</th>
<th>Position</th>
<th>Length of Contract</th>
<th>Effective Date</th>
<th>Salary Range</th>
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<tbody>
<tr>
<td>Sligar, Eric M.</td>
<td>Administrative Center</td>
<td>Campus Police Major</td>
<td>5 months</td>
<td>02/03/2013</td>
<td>I</td>
</tr>
<tr>
<td>Huysen, Kent M.</td>
<td>Administrative Center</td>
<td>Executive Director of Foundation</td>
<td>5 months</td>
<td>02/18/2013</td>
<td>II</td>
</tr>
</tbody>
</table>
A. BACKGROUND

Sligar, Eric M. Kansas City, Missouri earned a Bachelor of Science degree in Criminal Justice with a minor in Sociology from University of Central Missouri, Warrensburg, Missouri in 2000 and a Master of Public Affairs from Park University, Parkville, Missouri in 2012. Mr. Sligar worked as full-time police officer for Kansas City Missouri Police Department, Kansas City, Missouri in 2001; as detective sergeant for Parkville Police Department, Parkville, Missouri from 2001 to 2010; and as full-time campus police investigator and campus police captain for Metropolitan Community College, Kansas City, Missouri, in 2010 and from 2011 to 2013 respectively.

Huyser, Kent M. Liberty, Missouri earned a Bachelor of Science degree in Business Administration from William Jewell College, Liberty, Missouri in 1993. Mr. Huyser worked as full-time director of annual giving, executive director of alumni relations & annual giving and regional development director for William Jewell College, Liberty, Missouri from 2004 to 2005, 2005 to 2011 and 2012 respectively; and as director of development, UMKC school of medicine, University of Missouri – Kansas City Foundation, Kansas City, Missouri in 2012.
<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Position</th>
<th>Length of Service</th>
<th>Effective Date</th>
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<tbody>
<tr>
<td>Vansaghi, Thomas M.</td>
<td>Administrative Center</td>
<td>Associate Vice Chancellor of College and Community Relations</td>
<td>9 years</td>
<td>02/28/2013</td>
</tr>
<tr>
<td>Name</td>
<td>Location</td>
<td>Position</td>
<td>Length of Service</td>
<td>Effective Date</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------------------</td>
<td>-----------------------------------</td>
<td>-------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Baskett, Carolyn R.</td>
<td>Administrative Center</td>
<td>Associate Vice Chancellor of Human Resources</td>
<td>14 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Brown, Carol J.</td>
<td>Blue River</td>
<td>Community Education Specialist</td>
<td>13 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Ginn, Michael R.</td>
<td>Blue River</td>
<td>Maintenance Mechanic</td>
<td>22 years</td>
<td>02/28/2013</td>
</tr>
<tr>
<td>Mahoney, Anne M.</td>
<td>Blue River</td>
<td>Speech Instructor</td>
<td>22 years</td>
<td>05/31/2013</td>
</tr>
<tr>
<td>Shrauner, Bobby L.</td>
<td>Blue River</td>
<td>Facility Services Superintendent</td>
<td>24 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Smith, David L.</td>
<td>Blue River</td>
<td>English Instructor</td>
<td>11 years</td>
<td>05/31/2013</td>
</tr>
<tr>
<td>Goodall, Deborah A.</td>
<td>Business and Technology</td>
<td>President</td>
<td>17 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Hamsa, Sharon</td>
<td>Longview</td>
<td>Mathematics Instructor</td>
<td>20 years</td>
<td>05/31/2013</td>
</tr>
<tr>
<td>Padberg, Dennis E.</td>
<td>Maple Woods</td>
<td>Maintenance Mechanic</td>
<td>17 years</td>
<td>02/28/2013</td>
</tr>
<tr>
<td>Anthony, Pamela J.</td>
<td>Penn Valley</td>
<td>Health Care Simulation Coordinator</td>
<td>17 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Burns, Mark A.</td>
<td>Penn Valley</td>
<td>Director of Finance and Business Services</td>
<td>15 years</td>
<td>04/30/2013</td>
</tr>
<tr>
<td>Enkelman, Diane M.</td>
<td>Penn Valley</td>
<td>Business Instructor</td>
<td>22 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Faris, Linda J.</td>
<td>Penn Valley</td>
<td>College Relations Coordinator</td>
<td>15 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Name</td>
<td>Location</td>
<td>Position</td>
<td>Length of Service</td>
<td>Effective Date</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>--------------</td>
<td>-------------------------------</td>
<td>-------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Holsclaw, David A.</td>
<td>Penn Valley</td>
<td>Continuing Education Coordinator</td>
<td>28 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Jones, Mirella</td>
<td>Penn Valley</td>
<td>Access Resource Educator</td>
<td>15 years</td>
<td>03/31/2013</td>
</tr>
<tr>
<td>Minis, Willie E.</td>
<td>Penn Valley</td>
<td>Network Support Specialist</td>
<td>14 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Mullies-Vosseller, Lourdes L.</td>
<td>Penn Valley</td>
<td>Academic Advisor</td>
<td>12 years</td>
<td>06/30/2013</td>
</tr>
<tr>
<td>Roberts, Clare A.</td>
<td>Penn Valley</td>
<td>Community Relations Manager</td>
<td>15 years</td>
<td>06/30/2013</td>
</tr>
</tbody>
</table>
## D. PROFESSIONAL REGULAR RETIREMENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Position</th>
<th>Length of Service</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roll Jr, Colvert L.</td>
<td>Blue River</td>
<td>Criminal Justice Instructor</td>
<td>6 years</td>
<td>6/30/2013</td>
</tr>
<tr>
<td>McCarty, Frank E.</td>
<td>Business and Technology</td>
<td>Computer Science Instructor</td>
<td>5 years</td>
<td>5/31/2013</td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO:          BOARD OF TRUSTEES  DATE: February 14, 2013
FROM:        CHANCELLOR        ITEM & FILE NO.: 4.1
SUBJECT:     Treasurer’s Report  CATEGORY:
REASON FOR BOARD CONSIDERATION:  Business and Finance
☐ APPROVAL  ENCLOSURE(S)
☐ ACCEPTANCE  Cash and Investment Summary
☐ INFORMATION  Check Register

BACKGROUND:

The Treasurer’s Report includes the cash and investment summary and check register reflecting disbursements for the month of January 2013 and the monthly financial reports and operational budget summary for the month of January 2013. This report is submitted for Board action in accordance with Board Policy.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt a resolution approving the disbursements for the month of January 2013.

RESOLUTION

RESOLVED, that the actions of Tuesday Stanley, Treasurer, in disbursing the following funds of Metropolitan Community College is hereby approved and ratified as the acts of the Board of Trustees.

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>AMOUNT</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>UMB Bank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$3,869,264</td>
<td>Checks/Direct Deposits 206225-206850/15684-16024</td>
</tr>
<tr>
<td>Payroll</td>
<td>$2,872,244</td>
<td>Checks/Direct Deposits/ACH 65331-65378/520451-522940</td>
</tr>
<tr>
<td>Payroll Taxes</td>
<td>$978,853</td>
<td>ACH</td>
</tr>
<tr>
<td>Financial Aid &amp; Refunds</td>
<td>$8,837,510</td>
<td>Checks/Direct Deposits 5244582-5248843</td>
</tr>
<tr>
<td>Financial Aid &amp; Refunds</td>
<td>$259,129</td>
<td>ACH</td>
</tr>
<tr>
<td>Procurement Cards</td>
<td>$46,945</td>
<td>ACH</td>
</tr>
<tr>
<td>Utilities</td>
<td>$189,523</td>
<td>ACH</td>
</tr>
<tr>
<td>Credit Card Processing Fees</td>
<td>$20,896</td>
<td>ACH</td>
</tr>
<tr>
<td>Bank Analysis Service Charge</td>
<td>$4,018</td>
<td>ACH</td>
</tr>
<tr>
<td><strong>TOTAL DISBURSEMENTS</strong></td>
<td>$17,078,382</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budget 12/31/2012</td>
<td>Adjustments</td>
</tr>
<tr>
<td>------------------------</td>
<td>-------------------</td>
<td>-------------</td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General &amp; Special Projects Fund</td>
<td>$109,023,374</td>
<td>$</td>
</tr>
<tr>
<td>Institute for Workforce Innovation</td>
<td>4,383,091</td>
<td>-</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>113,406,465</td>
<td>-</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General &amp; Special Projects Fund</td>
<td>109,237,954</td>
<td>-</td>
</tr>
<tr>
<td>Institute for Workforce Innovation</td>
<td>4,209,963</td>
<td>-</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>113,447,917</td>
<td>-</td>
</tr>
<tr>
<td><strong>Revenues Over (Under) Expenditures</strong></td>
<td>(41,452)</td>
<td>-</td>
</tr>
<tr>
<td>Fund Transfer (To) From</td>
<td>53,305</td>
<td>-</td>
</tr>
<tr>
<td>Change in Fund Balance</td>
<td>$11,853</td>
<td>$</td>
</tr>
</tbody>
</table>
## Cash Investment Summary

**January 31, 2013**

<table>
<thead>
<tr>
<th>INVESTMENT DESCRIPTION</th>
<th>INSURED/COLLATERAL</th>
<th>PURCHASED FROM</th>
<th>PURCHASE DATE</th>
<th>PURCHASE RATE</th>
<th>YIELD RATE</th>
<th>PAR AMOUNT</th>
<th>COST</th>
<th>MATURITY DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Govt Agency - Fed Home Loan Mortgage Corp</td>
<td>n/a</td>
<td>UMB</td>
<td>02/27/12</td>
<td>0.425%</td>
<td>$ 3,000,000</td>
<td>$ 3,003,750</td>
<td></td>
<td>02/27/13</td>
</tr>
<tr>
<td>Govt Agency - Fed National Mortgage Assn.</td>
<td>n/a</td>
<td>UMB</td>
<td>09/27/12</td>
<td>0.340%</td>
<td>$ 3,000,000</td>
<td>$ 3,006,140</td>
<td></td>
<td>03/27/13</td>
</tr>
<tr>
<td>Govt Agency - Fed National Mortgage Assn.</td>
<td>n/a</td>
<td>UMB</td>
<td>10/19/12</td>
<td>0.316%</td>
<td>$ 2,000,000</td>
<td>$ 2,003,995</td>
<td></td>
<td>04/05/13</td>
</tr>
<tr>
<td>Govt Agency - Fed Home Loan Mortgage Corp</td>
<td>n/a</td>
<td>UMB</td>
<td>09/19/12</td>
<td>0.416%</td>
<td>$ 5,000,000</td>
<td>$ 5,008,500</td>
<td></td>
<td>05/22/14</td>
</tr>
<tr>
<td>Govt Agency - Fed Home Loan Mortgage Corp</td>
<td>n/a</td>
<td>UMB</td>
<td>06/22/12</td>
<td>0.406%</td>
<td>$ 6,000,000</td>
<td>$ 6,019,251</td>
<td></td>
<td>05/23/13</td>
</tr>
<tr>
<td>Govt Agency - Fed Home Loan Mortgage Corp</td>
<td>n/a</td>
<td>UMB</td>
<td>05/23/12</td>
<td>0.499%</td>
<td>$ 3,000,000</td>
<td>$ 3,007,500</td>
<td></td>
<td>05/23/13</td>
</tr>
<tr>
<td>Govt Agency - Fed National Mortgage Assn.*</td>
<td>n/a</td>
<td>UMB</td>
<td>05/01/12</td>
<td>0.380%</td>
<td>$ 3,000,000</td>
<td>$ 3,008,032</td>
<td></td>
<td>05/29/13</td>
</tr>
<tr>
<td>Govt Agency - Fed National Mortgage Assn.*</td>
<td>n/a</td>
<td>UMB</td>
<td>07/17/12</td>
<td>0.400%</td>
<td>$ 4,000,000</td>
<td>$ 4,007,979</td>
<td></td>
<td>07/17/13</td>
</tr>
<tr>
<td>Govt Agency - Fed National Mortgage Assn.</td>
<td>n/a</td>
<td>UMB</td>
<td>01/10/13</td>
<td>0.400%</td>
<td>$ 3,000,000</td>
<td>$ 3,012,167</td>
<td></td>
<td>09/20/13</td>
</tr>
<tr>
<td>Govt Agency - Fed Home Loan Mortgage Corp</td>
<td>n/a</td>
<td>UMB</td>
<td>09/25/12</td>
<td>0.437%</td>
<td>$ 5,000,000</td>
<td>$ 5,003,125</td>
<td></td>
<td>09/25/13</td>
</tr>
<tr>
<td>Govt Agency - Fed Home Loan Mortgage Corp</td>
<td>n/a</td>
<td>UMB</td>
<td>09/27/12</td>
<td>0.470%</td>
<td>$ 3,000,000</td>
<td>$ 3,006,876</td>
<td></td>
<td>09/27/13</td>
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<tr>
<td>Govt Agency - Fed National Mortgage Assn.*</td>
<td>n/a</td>
<td>UMB</td>
<td>11/09/12</td>
<td>0.350%</td>
<td>$ 3,000,000</td>
<td>$ 3,032,368</td>
<td></td>
<td>11/29/13</td>
</tr>
</tbody>
</table>

**TOTAL INVESTMENTS**

<table>
<thead>
<tr>
<th>TYPE</th>
<th>INSURED/COLLATERAL</th>
<th>BANK</th>
<th>ACCOUNT</th>
<th>RATE</th>
<th>AMOUNT</th>
<th>MCC Books</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repurchase Agreement</td>
<td>(note 1)</td>
<td>UMB</td>
<td>Main Deposit</td>
<td>0.08%</td>
<td>$40,267,336</td>
<td>$35,881,407</td>
</tr>
</tbody>
</table>

**TOTAL CASH & INVESTMENTS (Bank)**

$ 83,267,336

**TOTAL CASH & INVESTMENTS (MCC)**

$ 78,881,407

---

**Cash & Investments Portfolio**

- **Govt Agencies**: $43,000,000, 52%
- **Repurchase Agreements**: $40,267,339, 48%

**Investments by Maturity Date**

- **1 month**: $3,000,000, 7%
- **2 months**: $9,000,000, 7%
- **3 months**: $2,000,000, 5%
- **4 months**: $17,000,000, 33%
Notes:
Note 1 - Collateral hold at the Federal Reserve
Note 2 - Callable Security - Federal Home Loan Mortgage Corp. Callable 5/23/13 - 0.40. Yield to Maturity 11/23/15 - 0.655
Note 3 - Callable Security - Federal Home Loan Mortgage Corp. Callable 9/25/13 - 0.437. Yield to Maturity 9/25/15 - 0.479
Note 4 - Callable Security - Federal Home Loan Mortgage Corp. Callable 5/22/13 - 0.416. Yield to Maturity 5/22/15 - 0.54
Note 5 - Callable Security - Federal National Mortgage Assn. Callable 4/5/13 - 0.316. Yield to Maturity 10/5/16 - 0.70
Note 6 - Callable Security - Federal Home Loan Mortgage Corp. Callable 9/27/13 - 0.47. Yield to Maturity 9/27/16 - 0.64
Note 7 - Callable Security - Federal National Mortgage Assn. Callable 7/17/13 - 0.40. Yield to Maturity 7/17/15 - 0.53
Note 8 - Callable Security - Federal Home Loan Mortgage Corp. Callable 2/27/13- 0.425. Yield to Maturity 2/27/15 - 0.508

* Unexpended Plant Fund Investments
** This amount does not reflect outstanding checks and deposits/withdrawals in transit
### THE METROPOLITAN COMMUNITY COLLEGE

General & Special Projects Fund Revenue and Expenditures

Seven months ended January 31, 2013 compared to January 31, 2012

<table>
<thead>
<tr>
<th></th>
<th>FY 2013</th>
<th></th>
<th>FY 2012</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original Annual</td>
<td>Current Annual</td>
<td>Percent YTD to</td>
<td>Original Annual</td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Monthly YTD</td>
<td>Budget</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Activity</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Tuition and</td>
<td>$ 43,737,428</td>
<td>$ 2,873,854</td>
<td>$ 42,707,809</td>
<td>97.6%</td>
</tr>
<tr>
<td>Fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Aid</td>
<td>$ 27,387,385</td>
<td>$ 2,354,052</td>
<td>$ 16,478,364</td>
<td>60.2%</td>
</tr>
<tr>
<td>Federal, State,</td>
<td>$ 3,420,389</td>
<td>$ 71,118</td>
<td>$ 729,827</td>
<td>21.3%</td>
</tr>
<tr>
<td>Local Grants &amp;</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contracts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State and County</td>
<td>$ 30,985,556</td>
<td>$ 22,787,354</td>
<td>$ 25,535,653</td>
<td>82.4%</td>
</tr>
<tr>
<td>Taxes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>$ 50,000</td>
<td>$ 13,774</td>
<td>$ 115,966</td>
<td>231.4%</td>
</tr>
<tr>
<td>Other Income</td>
<td>$ 3,442,636</td>
<td>$ 455,424</td>
<td>$ 2,856,542</td>
<td>83.0%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 109,023,374</td>
<td>$ 28,655,576</td>
<td>$ 86,423,891</td>
<td>81.1%</td>
</tr>
<tr>
<td></td>
<td>$ 117,805,982</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructional</td>
<td>$ 47,188,645</td>
<td>$ 2,724,444</td>
<td>$ 23,130,308</td>
<td>50.9%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$ 13,012,173</td>
<td>$ 693,416</td>
<td>$ 6,402,214</td>
<td>50.0%</td>
</tr>
<tr>
<td>Student Services</td>
<td>$ 12,779,346</td>
<td>$ 1,010,419</td>
<td>$ 6,898,469</td>
<td>54.8%</td>
</tr>
<tr>
<td>Plant Operation and</td>
<td>$ 12,067,543</td>
<td>$ 838,120</td>
<td>$ 6,602,058</td>
<td>53.9%</td>
</tr>
<tr>
<td>Maintenance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$ 22,321,948</td>
<td>$ 2,582,066</td>
<td>$ 13,415,058</td>
<td>55.0%</td>
</tr>
<tr>
<td>Scholarships and</td>
<td>$ 1,562,355</td>
<td>$ 415,023</td>
<td>$ 1,003,690</td>
<td>64.2%</td>
</tr>
<tr>
<td>Fellowships</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Service</td>
<td>$ 305,944</td>
<td>$ 22,586</td>
<td>$ 188,266</td>
<td>69.9%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 109,237,954</td>
<td>$ 6,556,074</td>
<td>$ 57,610,063</td>
<td>52.7%</td>
</tr>
<tr>
<td></td>
<td>$ 114,216,908</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# THE METROPOLITAN COMMUNITY COLLEGE
## Auxiliary Enterprises Fund Revenues and Expenditures
### Seven months ended January 31, 2013 compared to January 31, 2012

<table>
<thead>
<tr>
<th>Fiscal Year 2013</th>
<th>Fiscal Year 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>Expense</td>
</tr>
<tr>
<td>$ 9,839,875</td>
<td>$ 8,720,204</td>
</tr>
<tr>
<td>$ 3,343,902</td>
<td>$ 2,141,004</td>
</tr>
<tr>
<td>$ 7,668,976</td>
<td>$ 5,985,842</td>
</tr>
</tbody>
</table>

### Bookstore
- **Budget**
  - **Revenue**: $345,000
  - **Expense**: $279,691
  - **Net Income**: $65,309
  - **Net Income %**: 18.9%
- **Monthly**
  - **Revenue**: $29,381
  - **Expense**: $158,623
  - **Net Income**: (129,242)
  - **Net Income %**: -439.9%
- **Actual YTD**
  - **Revenue**: $202,917
  - **Expense**: $261,829
  - **Net Income**: (58,912)
  - **Net Income %**: -29.0%

### Broadway Plaza
- **Budget**
  - **Revenue**: $365,000
  - **Expense**: $314,883
  - **Net Income**: $50,117
  - **Net Income %**: 13.7%
- **Monthly**
  - **Revenue**: $28,471
  - **Expense**: $31,063
  - **Net Income**: (2,592)
  - **Net Income %**: -8.1%
- **Actual YTD**
  - **Revenue**: $199,294
  - **Expense**: $110,751
  - **Net Income**: $88,543
  - **Net Income %**: 44.4%

### Northland Human Services
- **Budget**
  - **Revenue**: $360,000
  - **Expense**: $341,138
  - **Net Income**: $18,862
  - **Net Income %**: 10.2%
- **Monthly**
  - **Revenue**: $31,984
  - **Expense**: $31,303
  - **Net Income**: $681
  - **Net Income %**: 2.1%
- **Actual YTD**
  - **Revenue**: $223,890
  - **Expense**: $206,653
  - **Net Income**: $17,237
  - **Net Income %**: 7.7%

### Recreation Centers
- **Budget**
  - **Revenue**: $789,380
  - **Expense**: $915,130
  - **Net Income**: (125,750)
  - **Net Income %**: -15.9%
- **Monthly**
  - **Revenue**: $78,603
  - **Expense**: $67,809
  - **Net Income**: $10,794
  - **Net Income %**: 13.7%
- **Actual YTD**
  - **Revenue**: $390,850
  - **Expense**: $526,466
  - **Net Income**: (135,616)
  - **Net Income %**: -34.7%

### Food Service
- **Budget**
  - **Revenue**: $9,000
  - **Expense**: $18,161
  - **Net Income**: (9,161)
  - **Net Income %**: -100.0%
- **Monthly**
  - **Revenue**: $568
  - **Expense**: $3,303
  - **Net Income**: (2,735)
  - **Net Income %**: -82.0%
- **Actual YTD**
  - **Revenue**: $10,230
  - **Expense**: $27,037
  - **Net Income**: (16,807)
  - **Net Income %**: -164.8%

### Pioneer
- **Budget**
  - **Revenue**: $615,000
  - **Expense**: $317,163
  - **Net Income**: $297,837
  - **Net Income %**: 48.4%
- **Monthly**
  - **Revenue**: $51,883
  - **Expense**: $24,195
  - **Net Income**: $27,688
  - **Net Income %**: 53.4%
- **Actual YTD**
  - **Revenue**: $358,299
  - **Expense**: $201,506
  - **Net Income**: $156,793
  - **Net Income %**: 43.8%

### Parking Garage
- **Budget**
  - **Revenue**: $190,000
  - **Expense**: 
  - **Net Income**: $190,000
  - **Net Income %**: 100.0%
- **Monthly**
  - **Revenue**: $15,875
  - **Expense**: $15,875
  - **Net Income**: 
  - **Net Income %**: 0.0%
- **Actual YTD**
  - **Revenue**: $99,569
  - **Expense**: $99,569
  - **Net Income**: 
  - **Net Income %**: 0.0%

### TOTAL AUXILIARY
- **Annual Budget**
  - **Revenue**: $12,168,235
  - **Expense**: $10,591,487
  - **Net Income**: $1,576,748
  - **Net Income %**: 13.0%
- **Monthly**
  - **Revenue**: $3,748,390
  - **Expense**: $2,714,193
  - **Net Income**: $1,120,039
  - **Net Income %**: 30.0%
- **Actual YTD**
  - **Revenue**: $8,954,701
  - **Expense**: $6,907,333
  - **Net Income**: $2,047,368
  - **Net Income %**: 22.9%
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES  DATE: February 14, 2013
FROM: CHANCELLOR  ITEM & FILE NO.: 4.2

SUBJECT: Bids: 6915, 6916, 6918, 6919  CATEGORY: Business and Finance

REASON FOR BOARD CONSIDERATION: ☐ APPROVAL ☐ ACCEPTANCE ☐ INFORMATION
ENCLOSURE(S) Resolution  Bid Recommendations

BACKGROUND:

The bids requested during the past month that were in excess of $10,000 are summarized below for the Board’s approval.

<table>
<thead>
<tr>
<th>BID #</th>
<th>DESCRIPTION</th>
<th>LOCATION</th>
<th>FUND SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>6915</td>
<td>Police Department Duty Gear</td>
<td>DW</td>
<td>General</td>
</tr>
<tr>
<td>6916</td>
<td>Refrigeration Trainer Package</td>
<td>BTC</td>
<td>Enhancement Grant/General</td>
</tr>
<tr>
<td>6918</td>
<td>Drywall Supplies</td>
<td>DW</td>
<td>General</td>
</tr>
<tr>
<td>6919</td>
<td>Lawn Supplies</td>
<td>DW</td>
<td>General</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt a resolution approving the lowest acceptable bids meeting specifications.

WHEREAS, bids for material needs and/or services of Metropolitan Community College (the "District") have been solicited in accordance with District Policies, Regulations and Procedures, with applicable Federal and State laws and with the requirements of the Missouri Coordinating Board for Higher Education, and such bids have now been tabulated and presented to the District's Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, upon recommendation of the District's Chancellor, the following awards are made to bidders (or, if so indicated, to the lowest responsible in-District or Missouri bidders whose bids are within District established variance guidelines) complying with the specifications as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Bid No.</th>
<th>Successful Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police Department Duty Gear Districtwide</td>
<td>6915</td>
<td>Alamar Uniforms</td>
<td>&gt; $10,000 annually</td>
</tr>
<tr>
<td></td>
<td></td>
<td>North Kansas City, MO</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Southern Police Equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Richmond, VA</td>
<td></td>
</tr>
<tr>
<td>Refrigeration Trainer Package Business &amp; Technology</td>
<td>6916</td>
<td>Charles D. Jones Company</td>
<td>$15,120.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>North Kansas City, MO</td>
<td></td>
</tr>
<tr>
<td>Drywall Supplies Districtwide</td>
<td>6918</td>
<td>Arrowhead Drywall Supplies</td>
<td>&gt; $10,000 annually</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Olathe, KS</td>
<td></td>
</tr>
<tr>
<td>Lawn Supplies Districtwide</td>
<td>6919</td>
<td>Grass Pad</td>
<td>$10,060.20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Olathe, KS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Helena Chemicals</td>
<td>$5,419.51</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Shawnee, KS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>American Midwest Distributors, LLC</td>
<td>$2,426.63</td>
</tr>
<tr>
<td></td>
<td></td>
<td>North Kansas City, MO</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>John Deere Landscapes</td>
<td>$1,815.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cleveland, OH</td>
<td></td>
</tr>
</tbody>
</table>
RESOLUTION

<table>
<thead>
<tr>
<th>Item</th>
<th>Bid No.</th>
<th>Successful Bidder</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lawn Supplies (continued)</td>
<td></td>
<td>Advanced Lawn Care &amp; Fertilizer Company Springfield, MO</td>
<td>$321.75</td>
</tr>
<tr>
<td>Districtwide</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

BE IT FINALLY RESOLVED, that the District's Chancellor cause to be executed purchase orders and to take appropriate action incident to the foregoing awards.
BID RECOMMENDATIONS
For Items Over $10,000

Bid Request Number - 6915 - Police Department Duty Gear
Source of Funding - General
Total Amount of Bid Award - Expected to exceed $10,000 annually
Number of Bids Sent to Companies - 32

Duty gear to be ordered as needed for the period 1/1/13 to 12/31/13
Evaluation was made based on the cost of 13 items to be purchased as required.

Duty Belt, Inner Police Belt, Belt Keeper, Handcuff Pouch, Duty Holster, Pepper Spray, Control
Batons, Front Draw Control Device, Body Armor

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamar Uniforms</td>
<td>N. Kansas City, MO</td>
<td>$ 912.14</td>
</tr>
</tbody>
</table>

Double Handgun Magazine Pouch, Surgical Glove Pouch, Chemical Holder, Handcuffs

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southern Police Equipment</td>
<td>Richmond, VA</td>
<td>$ 78.55</td>
</tr>
<tr>
<td>Alamar Uniforms</td>
<td>N. Kansas City, MO</td>
<td>$ 97.93</td>
</tr>
</tbody>
</table>

Bid requests were also sent to the following companies/organizations:

Addo Enterprises, Ballston Spa, NY
American Indian Enterprise & Business Council, Kansas City, MO
Asian American Chamber of Commerce of Kansas City, Overland Park, KS
Baysinger Police Supply, Wichita, KS
Black Chamber of Commerce, Kansas City, MO
Black Economic Union, Kansas City, MO
Chief Supply, Eugene, OR
Danko Emergency Equipment, Snyder, NE
Day Star Corporation, North Kansas City, MO
Degesch America, Inc., Blue Springs, MO
Eagle Equipment, Inc., Greensboro, NC
Eaglehawk Enterprise, Inc., Largo, FL
Galis, Lexington, KY
Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
Inter-American Security Products, Inc., Miami, FL
Kiesler, Jeffersonville, IN
Lawmen's & Shooters' Supply, Inc., Vero Beach, FL
Marshall Small Arms, Upper Marlboro, MD
MBEconnect.com, Overland Park, KS
Mid-America Minority Supplier Development Council, Kansas City, MO
OMB Express Police Supply, Lenexa, KS
Public Safety Center, Eugene, OR
Quartermaster, Inc., Cerritos, CA
Roberts Company, Inc., Framingham, MA
Safariland Products, Kansas City, MO
Tamiami International Equipment, Miami, FL
US SBA, Kansas City, MO
Vertx, Cincinnati, OH
Wise Safety, Lenexa, KS

a=Recommended Vendor
*=In Dist/MO Preference
NE=Not Equal
Zink Safety Equipment Company, Lenexa, KS

This bid request was advertised in the Pulse Legal Publication,Dos Mundos, Kansas City Star and The Call and also posted on www.mcckc.edu.
Bid Request Number - 6916 - Refrigeration Trainer Package
Source of Funding - Enhancement Grant/General
Total Amount of Bid Award - $15,120.00
Number of Bids Sent to Companies - 17

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles D. Jones Company</td>
<td>N. Kansas City, MO</td>
<td>$15,120.00</td>
</tr>
</tbody>
</table>

Bid requests were also sent to the following companies/organizations:

American Indian Enterprise & Business Council, Kansas City, MO
Asian American Chamber of Commerce of Kansas City, Overland Park, KS
B&J Foodservice Equipment, Kansas City, KS
Black Chamber of Commerce, Kansas City, MO
Black Economic Union, Kansas City, MO
cfm Distributors, Inc., Kansas City, MO
FoodServiceWarehouse.com, Greenwood Village, CO
Grainger, Inc., Lincolnshire, IL
Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
Key Refrigeration, Independence, MO
MBEconnect.com, Overland Park, KS
Mid-America Minority Supplier Development Council, Kansas City, MO
Riback Supply Company, Columbia, MO
TopJetSales.com, Amityville, NY
United Refrigeration, North Kansas City, MO
US SBA, Kansas City, MO

This bid request was advertised in the Pulse Legal Publication, Dos Mundos, Kansas City Star and The Call and also posted on www.mcckc.edu.
Bid Request Number - 6918 - Drywall Supplies
Source of Funding - General
Total Amount of Bid Award - Expected to exceed $10,000 per year
Number of Bids Sent to Companies - 22

Drywall supplies to be ordered as needed for the period 1/1/13 to 12/31/13
Evaluation was made based on the cost of 17 commonly used items.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrowhead Drywall Supplies</td>
<td>Olathe, KS</td>
<td>$320.92 a</td>
</tr>
<tr>
<td>Holmes Drywall Supply</td>
<td>Kansas City, MO</td>
<td>343.30</td>
</tr>
</tbody>
</table>

Bid requests were also sent to the following companies/organizations:

84 Lumber, Lenexa, KS
All Pro Construction, Olathe, KS
American Indian Enterprise & Business Council, Kansas City, MO
Asian American Chamber of Commerce of Kansas City, Overland Park, KS
Black Chamber of Commerce, Kansas City, MO
Black Economic Union, Kansas City, MO
E.J. Cody Company, Inc., Kansas City, MO
Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
Koch Supplies, Inc., Kansas City, MO
Lowe's Commercial Services, Kansas City, MO
Lowe's Home Improvement, Independence, MO
Lyle Construction, Lee's Summit, MO
Magnum, Shawnee Mission, KS
MBEconnect.com, Overland Park, KS
Mid-America Minority Supplier Development Council, Kansas City, MO
REW Materials, Kansas City, KS
Schutte Lumber Company, Kansas City, MO
Strasser Hardware, Kansas City, MO
US Gypsum Company, Overland Park, KS
US SBA, Kansas City, MO

This bid request was advertised in the Pulse Legal Publication, Dos Mundos, Kansas City Star and The Call and also posted on www.mcckc.edu.

a=Recommended Vendor
*=In Dist/MO Preference
NE=Not Equal
Bid Request Number - 6919 - Lawn Supplies  
Source of Funding - General  
Total Amount of Bid Award - $20,043.09  
Number of Bids Sent to Companies - 35

Lawn supplies to be ordered as needed for the period 1/1/13 to 12/31/13  
Evaluation was made based on the cost of 14 commonly used items.

Pre-Emergent Fertilizer & Herbicide

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$8,891.70 a</td>
</tr>
<tr>
<td>American Midwest Distributors, LLC</td>
<td>North Kansas City, MO</td>
<td>9,188.85</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>10,430.30</td>
</tr>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>10,591.90</td>
</tr>
<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>12,217.08</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>13,760.00</td>
</tr>
</tbody>
</table>

Snapshot

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$494.40 a</td>
</tr>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>600.00</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>720.00</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>616.64</td>
</tr>
<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>899.76</td>
</tr>
</tbody>
</table>

Sedge Hammer

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$674.10 a</td>
</tr>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>705.60</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>765.00</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>784.98</td>
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<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>820.89</td>
</tr>
<tr>
<td>American Midwest Distributors, LLC</td>
<td>N. Kansas City, MO</td>
<td>NE</td>
</tr>
</tbody>
</table>

Winterizer, Fall Fertilizer & Starter Fertilizer

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>$2,780.96 a</td>
</tr>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>3,016.25</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>3,180.00</td>
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<tr>
<td>Tri Star Seed Company</td>
<td>Spring Hill, KS</td>
<td>3,337.86</td>
</tr>
<tr>
<td>American Midwest Distributors, LLC</td>
<td>North Kansas City, MO</td>
<td>3,389.48</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>3,599.60</td>
</tr>
<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>4,512.76</td>
</tr>
</tbody>
</table>

a=Recommended Vendor  
*=In Dist/MO Preference  
NE=Not Equal
## Fungicide & Broadleaf Herbicide

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>$1,639.75</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>$1,717.30</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>$2,068.00</td>
</tr>
<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>$2,418.20</td>
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</tbody>
</table>

## Grub Control

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>$998.80</td>
</tr>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$1,001.55</td>
</tr>
<tr>
<td>American Midwest Distributors, LLC</td>
<td>North Kansas City, MO</td>
<td>$1,089.00</td>
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<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>$1,203.95</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>$1,741.30</td>
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</table>

## Selective Herbicide

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Midwest Distributors, LLC</td>
<td>N. Kansas City, MO</td>
<td>$1,520.12</td>
</tr>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>$1,593.20</td>
</tr>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$1,651.16</td>
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<td>Cleveland, OH</td>
<td>$1,823.08</td>
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<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>$2,240.00</td>
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<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>$2,407.72</td>
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</table>

## 13-13-13 Fertilizer

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Midwest Distributors, LLC</td>
<td>N. Kansas City, MO</td>
<td>$906.51</td>
</tr>
<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>$989.59</td>
</tr>
<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$998.97</td>
</tr>
<tr>
<td>Tri Star Seed Company</td>
<td>Spring Hill, KS</td>
<td>$1,085.05</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Grandview, MO</td>
<td>$1,098.80</td>
</tr>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>$1,098.80</td>
</tr>
<tr>
<td>Advanced Lawn Care &amp; Fertilizer Company</td>
<td>Springfield, MO</td>
<td>$1,382.88</td>
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</table>

## Tall Fescue

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Deere Landscapes</td>
<td>Cleveland, OH</td>
<td>$1,815.00</td>
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<tr>
<td>Grass Pad</td>
<td>Olathe, KS</td>
<td>$1,956.90</td>
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<tr>
<td>Tri Star Seed Company</td>
<td>Spring Hill, KS</td>
<td>$1,985.28</td>
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<tr>
<td>Helena Chemical Company</td>
<td>Shawnee, KS</td>
<td>$2,046.00</td>
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<tr>
<td>American Midwest Distributors, LLC</td>
<td>North Kansas City, MO</td>
<td>$2,108.37</td>
</tr>
</tbody>
</table>

a=Recommended Vendor
*=In Dist/MO Preference
NE=Not Equal
BID RECOMMENDATIONS
For Items Over $10,000

February 14, 2013

John Deere Landscapes
Grandview, MO 2,277.00
Advanced Lawn Care & Fertilizer Company
Springfield, MO 2,923.47

Surfactant

Vendor

Location
Price

Advanced Lawn Care & Fertilizer Company Springfield, MO $ 321.75 a
John Deere Landscapes Cleveland, OH 375.00
Grass Pad Olathe, KS 419.50
Helena Chemical Company Shawnee, KS 600.00
John Deere Landscapes Grandview, MO 790.10

Bid requests were also sent to the following companies/organizations:

American Gardenscapes, Kansas City, MO
American Indian Enterprise & Business Council, Kansas City, MO
Asian American Chamber of Commerce of Kansas City, Overland Park, KS
Black Chamber of Commerce, Kansas City, MO
Black Economic Union, Kansas City, MO
BWI Companies, Lenexa, KS
Continental Research Corporation, St. Louis, MO
e-Sand Lawn Service, Kansas City, MO
Ewing Irrigation, Lee's Summit, MO
Flick Seed Company, Kingsville, MO
Gard'N-Wise, Wichita, KS
Hermes Landscaping, Lenexa, KS
Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
Loma Vista Nursery, Ottawa, KS
MBEconnect.com, Overland Park, KS
Meticulous Lawn Services, Raytown, MO
Mid-America Minority Supplier Development Council, Kansas City, MO
Nu-Life Labs, Prairie Village, KS
Planters Seed Company, Kansas City, MO
Red River Specialties, Shreveport, LA
Scotwood Industries, Shawnee Mission, KS
Shelton & Son Landscaping, Inc., Kansas City, MO
Soil Service Garden Center, Kansas City, MO
St. Joseph Agri Services, St. Joseph, MO
Strasser Hardware, Kansas City, KS
Suburban Lawn & Garden, Kansas City, MO
US SBA, Kansas City, MO
Williams Lawn Seed Company, Maryville, MO

This bid request was advertised in the Pulse Legal Publication, Dos Mundos, Kansas City Star and The Call and also posted on www.mckckc.edu.

a=Recommended Vendor
*=In Dist/MO Preference
NE=Not Equal
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: February 14, 2013
ITEM & FILE NO.: 4.3
CATEGORY: Business and Finance

SUBJECT: General Agreements

REASON FOR BOARD CONSIDERATION:

☐ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION

ENCLOSURE(S):
Resolution

BACKGROUND:

MCC administration has approved the following agreements.

Bridgewater: On December 21, 2012, MCC issued a Request for Proposal with a response deadline of January 11, 2013. RFP’s were distributed to 11 companies with the capability to provide the required services, and proposals were received from five of the companies. The selection committee evaluated the bids received and selected two bidders. Bridgewater was one of the selected bidders and will provide detailed architecture, design, and assessment services for MCC’s information technology environment. The term of the agreement will begin on or about March 1, 2013 and end no later than June 30, 2013. MCC shall pay Bridgewater $57,000.00 for its services.

Insight Public Sector, Inc. (“Insight”): On December 21, 2012, MCC issued a Request for Proposal with a response deadline of January 11, 2013. RFP’s were distributed to 11 companies with the capability to provide the required services, and proposals were received from five of the companies. The selection committee evaluated the bids received and selected two bidders. Insight was one of the selected bidders and will provide detailed architecture, design, and assessment services for MCC’s information technology environment. The term of the agreement will begin on or about March 1, 2013 and end no later than June 30, 2013. MCC shall pay Insight $44,000.00 for its services.

Ramona Munsell & Associates Counseling, Inc. (“RMA”): Professional Services Agreement under which MCC will contract with RMA to provide services relating to grant development and management. Services will commence upon signature and will terminate upon the execution of a new contract. The total amount to be paid to RMA under this contract shall not exceed $10,000.00.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt the resolution approving the agreements.

INITIATOR: Board Action Date: Effective Date:
Tuesday L. Stanley February 14, 2013 February 14, 2013
RESOLUTION

WHEREAS, the Board of Trustees has heretofore approved that administration enter into agreements with businesses under which Metropolitan Community College will receive certain services;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that the agreements listed below are hereby approved;

<table>
<thead>
<tr>
<th>Business</th>
<th>Services</th>
<th>Amount</th>
<th>Agreement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridgewater</td>
<td>Information Technology Services</td>
<td>$57,000.00</td>
<td>03/01/13-06/30/13</td>
</tr>
<tr>
<td>Insight Public Sector, Inc.</td>
<td>Information Technology Services</td>
<td>$44,000.00</td>
<td>03/01/13-06/30/13</td>
</tr>
<tr>
<td>Ramona Munsell &amp; Associates Counseling, Inc.</td>
<td>Grant Development and Management</td>
<td>$10,000.00</td>
<td>Upon Signature to New Contract Issuance</td>
</tr>
</tbody>
</table>

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be and are hereby authorized to execute said agreements for and on behalf of Metropolitan Community College and that such agreements shall be incorporated by reference to this resolution and made a part of the files of the District.
The following sole source purchases are being submitted for approval.

<table>
<thead>
<tr>
<th>Amount</th>
<th>Item</th>
<th>Vendor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>$25,259.10</td>
<td>Electronic Control Devices &amp; Accessories</td>
<td>TASER International</td>
<td>Districtwide</td>
</tr>
<tr>
<td>$14,000.00</td>
<td>Muse Software Upgrade</td>
<td>CAE Healthcare</td>
<td>HSI</td>
</tr>
<tr>
<td>$13,940.40</td>
<td>Library Database Renewal</td>
<td>EBSCO</td>
<td>Penn Valley</td>
</tr>
</tbody>
</table>

The following purchases utilizing competitively bid contracts available to MCC are being submitted for approval.

<table>
<thead>
<tr>
<th>Amount</th>
<th>Item</th>
<th>Vendor</th>
<th>Location</th>
<th>Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>$161,456.32</td>
<td>Cisco Smartnet Renewal</td>
<td>World Wide Technology</td>
<td>Districtwide</td>
<td>State of Missouri</td>
</tr>
<tr>
<td>$56,560.00</td>
<td>Desktop Computers (70)</td>
<td>World Wide Technology</td>
<td>Penn Valley</td>
<td>State of Missouri</td>
</tr>
</tbody>
</table>

**RECOMMENDATION:**
The Chancellor recommends that the Board of Trustees approve these sole source and contract purchases.

**INITIATOR:**
Tuesday L. Stanley

**BOARD ACTION DATE:**
February 14, 2013

**EFFECTIVE DATE:**
February 14, 2013
### Agenda Item Background

**To:** BOARD OF TRUSTEES  
**From:** CHANCELLOR  
**Date:** February 14, 2013  
**Item & File No.:** 6.1  
**Subject:** *Allied Health Agreements*  
**Category:** Curriculum and Instruction

<table>
<thead>
<tr>
<th>Reason for Board Consideration:</th>
<th>☑ Approval</th>
<th>☐ Acceptance</th>
<th>☐ Information</th>
<th>Enclosure(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Resolution</td>
<td>Summary</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Background:

**Allied Health Agreements:** Students in allied health programs at MCC-Penn Valley take part of their clinical training at health-related and educational institutions. The administration has made arrangements for this learning experience at the institutions listed on the summary page.

### Recommendation:

The Chancellor recommends that the Board of Trustees adopt the resolution approving these contracts or agreements.

**Initiator:** Paul D. Long  
**Board Action Date:** February 14, 2013  
**Effective Date:** February 14, 2013
RESOLUTION

WHEREAS, the Board of Trustees has heretofore approved the allied health programs, which require certain affiliations with health-related and educational institutions for the provision of clinical experience for program participants;

NOW, THEREFORE, BE IT RESOLVED, that subject to approval by the Chancellor, written agreements be, and are hereby, approved with those institutions listed on the summary page and incorporated herein; and

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be, and are hereby, authorized to execute said agreements which shall be incorporated by reference to this resolution and made part of the files of the District.
### Allied Health Clinical Agreements

#### Summary

<table>
<thead>
<tr>
<th>Institution/Agency</th>
<th>Location</th>
<th>Program(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belton Regional Medical Center</td>
<td>Belton, Missouri</td>
<td>Health Information Technology, Medical Transcription, Occupational Therapy Assistant, Physical Therapist Assistant, Phlebotomy, Practical Nursing, Professional Nursing, Surgical Technology, Emergency Medical Technician – Paramedic, Radiology Technology, and Certified Nurse Assistant</td>
</tr>
<tr>
<td>Centerpoint Medical Center of Independence, LLC</td>
<td>Independence, Missouri</td>
<td>Health Information Technology, Medical Transcription, Occupational Therapy Assistant, Physical Therapist Assistant, Phlebotomy, Practical Nursing, Professional Nursing, Surgical Technology, Emergency Medical Technician – Paramedic, Radiology Technology, and Certified Nurse Assistant</td>
</tr>
<tr>
<td>Midwest Division-RMC, LLC d/b/a Research Medical Center</td>
<td>Kansas City, Missouri</td>
<td>Health Information Technology, Medical Transcription, Occupational Therapy Assistant, Physical Therapist Assistant, Phlebotomy, Practical Nursing, Professional Nursing, Surgical Technology, Emergency Medical Technician – Paramedic, Radiology Technology, and Certified Nurse Assistant</td>
</tr>
<tr>
<td>Olathe School District USD 233</td>
<td>Olathe, Kansas</td>
<td>Physical Therapist Assistant and Occupational Therapy Assistant</td>
</tr>
<tr>
<td>Research Psychiatric Center</td>
<td>Kansas City, Missouri</td>
<td>Health Information Technology, Medical Transcription, Occupational Therapy Assistant, Physical Therapist Assistant, Phlebotomy, Practical Nursing, Professional Nursing, Surgical Technology, Emergency Medical Technician – Paramedic, Radiology Technology, and Certified Nurse Assistant</td>
</tr>
</tbody>
</table>
BACKGROUND:

Metropolitan Community College administration contracts with area companies to provide services for MCC, its clients and/or students.

National Compressor Services, LLC ("NCS"): Agreement of Contracted Services under which NCS, a Powerhouse Training provider, will provide Centrifugal Compressor Training to Ford Motor Company employees. All fees and expenses paid to NCS will be reimbursed to MCC-IWI through Ford’s Missouri Customized Training Program funds. Services shall commence on or after January 28, 2013, and will continue until February 1, 2013. MCC will pay NCS an amount not to exceed $12,745.00.

R&E Automated Systems, LLC ("R&E"): Agreement of Contracted Services under which R&E, a UT weld training provider, will provide training and support to the weld inspection team at Ford Motor Company’s Kansas City Assembly Plant. All fees and expenses paid to R&E will be reimbursed to MCC-IWI through Ford’s Missouri Customized Training Program funds. The amount to be paid by MCC to R&E is estimated to be no more than $70,616.00, which includes 50 hours per week for 13 weeks of training plus the trainer’s travel expenses. Services shall commence on or after January 15, 2013, and will continue until May 31, 2013.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt the resolution approving entering into the Contracted Services Agreements.

INITIATOR:  
Mark S. James  
BOARD ACTION DATE:  
February 14, 2013  
EFFECTIVE DATE:  
February 14, 2013
RESOLUTION

WHEREAS, the Board of Trustees has heretofore approved that administration enter into agreements with various agencies, companies, and institutions to provide training and related services to MCC, its clients and/or students;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that the Contracted Services Agreements listed below are hereby approved;

<table>
<thead>
<tr>
<th>Business or Agency</th>
<th>Services</th>
<th>Amount</th>
<th>Agreement Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Compressor Services, LLC</td>
<td>Centrifugal Compressor Training Program</td>
<td>$12,745.00</td>
<td>01/28/13-02/01/13</td>
</tr>
<tr>
<td>R&amp;E Automated Systems, LLC</td>
<td>UT Training Program</td>
<td>$70,616.00</td>
<td>01/15/13-05/31/13</td>
</tr>
</tbody>
</table>

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be and are hereby authorized to execute said Contracted Services Agreements for and on behalf of Metropolitan Community College and that such Contracted Services Agreements be incorporated by reference to this resolution and made a part of the files of the District.