1. General Functions

1.1 The meeting was called to order by President David Disney at 7:07 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

         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 July 17, 2014 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 work session and the regular meeting held on June 12, 2014.
**1.5.3 WORK SESSION**
The Board of Trustees approved the August 14, 2014 work session to be held at 5:30 p.m. at the MCC Administrative Center, Kansas City, Missouri.

**1.5.4 BOARD OF TRUSTEES ABSENCE**
The Board excused the absence of Robert H. Martin from the June 12, 2014 meeting.

**1.5.5 REGUAL BOARD MEETING SCHEDULE FOR 2015**
The Board of Trustees approved the regular Board meeting schedule for 2015. The schedule is on page 10.

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 12.

**2.2 ACCEPTANCE OF FUNDS FROM EXTERNAL SOURCES**
The Board of Trustees approved the acceptance of funds from external sources as reported in the resolution on page 14.

**2.3 GRANT RELATED CONTRACT**
The Board of Trustees approved the grant related contract as reported in the resolution on page 16.

3. Personnel

**3.1 PROFESSIONAL PERSONNEL RECOMMENDATIONS**
The Board of Trustees approved the professional personnel recommendations included on pages 18-24.

**3.2 ADMINISTRATORS AND STAFF SALARY AND CONDITIONS 2014-2015 THROUGH 2015-2016**
It was moved by Trustee Tow and seconded by Trustee Whiting that the Board of Trustees adopt the resolution approving the Administrators and Staff Salary and Conditions for 2014-2015 through 2015-2016. The resolution and related documents may be found on pages 25-27.
Motion carried by the following vote:

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

Trustee Tolbert requested the minutes reflect that because the administration created a balanced budget without laying off employees and because MCC is raising student tuition he does not believe employees should receive a raise.

4. Business and Finance

4.1 BIDS
It was moved by Trustee Tow and seconded by Trustee Whiting that the Board of Trustees adopt the resolution and approve the lowest acceptable bids meeting specifications. The resolution and bids are on pages 29-33.

Motion carried by the following vote:

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

4.2 GENERAL AGREEMENTS
It was moved by Trustee Tow and seconded by Trustee Whiting that the Board of Trustees approve entering into the agreements listed in the resolution on page 36.

Motion carried by the following vote:

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

*4.3 SOLE SOURCE PURCHASE/ CONTRACT PURCHASES
The Board of Trustees approved the sole source and contract purchases listed on 37.

*4.4 MEMBERSHIPS
The Board of Trustees approved renewal of the institutional memberships listed in the resolution on page 39.

5. Physical Facilities
6. Curriculum and Instruction

*6.1 EDUCATIONAL AGREEMENTS
The Board of Trustees approved educational agreements. The resolution and summary of agreements may be found on pages 41-42.

*6.2 CLIENT AGREEMENTS
The Board of Trustees approved the client agreements listed in the resolution on page 44.

*6.3 CONTRACTED SERVICES AGREEMENTS
The Board of Trustees approved the contracted services agreements listed in the resolution on page 46.

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 7:14 p.m.

Date Approved, Respectfully submitted,

\[8/4/14\]

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

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE:</th>
<th>July 17, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.:</td>
<td>1.5.1</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Consent Agenda</td>
<td>CATEGORY:</td>
<td>Board of Trustee Business</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>☒ APPROVAL</td>
<td>☐ ACCEPTANCE</td>
<td>☐ INFORMATION</td>
</tr>
</tbody>
</table>

**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 July 17, 2014.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark S. James</td>
<td>July 17, 2014</td>
<td>July 17, 2014</td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 17, 2014
ITEM & FILE NO.: 1.5.2

SUBJECT: *Approval of Minutes

CATEGORY: Board of Trustee Business

REASON FOR BOARD CONSIDERATION:

☐ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION

ENCLOSURE(S)
Minutes

BACKGROUND:

The minutes of the work session and regular meeting of the Board of Trustees for June 12, 2014 are submitted for approval.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the minutes of the June 12, 2014 work session and regular meeting.

INITIATOR:
Mark S. James

BOARD ACTION DATE:
July 17, 2014

EFFECTIVE DATE:
July 17, 2014
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE:</th>
<th>July 17, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.:</td>
<td>1.5.3</td>
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<tr>
<td>SUBJECT:</td>
<td>*Work Session</td>
<td>CATEGORY:</td>
<td>Board of Trustee Business</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>☐ APPROVAL</td>
<td>☐ ACCEPTANCE</td>
<td>☐ INFORMATION</td>
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</tbody>
</table>

BACKGROUND:

A work session of the Board of Trustees will be held August 14, 2014, at 5:30 p.m., at the MCC-Administrative Center, 3200 Broadway, Kansas City, Missouri.

RECOMMENDATION:
The Chancellor recommends the Board of Trustees approve the August 14, 2014 work session.

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<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>July 17, 2014</td>
<td>July 17, 2014</td>
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</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 17, 2014
ITEM & FILE NO.: 1.5.4
CATEGORY: Board of Trustee Business

SUBJECT: *Board of Trustees Absence

REASON FOR BOARD CONSIDERATION:

<table>
<thead>
<tr>
<th></th>
<th>APPROVAL</th>
<th>ACCEPTANCE</th>
<th>INFORMATION</th>
<th>ENCLOSURE(S)</th>
</tr>
</thead>
</table>

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 asked to be excused:

Robert H. Martin – June 12, 2014

RECOMMENDATION:

Robert H. Martin be excused from attending the June 12, 2014 Board of Trustees meeting.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>July 17, 2014</td>
<td>July 17, 2014</td>
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</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 17, 2014
ITEM & FILE NO.: 1.5.5

SUBJECT: *Regular Board Meeting Schedule for 2015
CATEGORY: Board of Trustee Business

REASON FOR BOARD CONSIDERATION:
☐ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION
ENCLOSURE(S)
2015 Schedule

BACKGROUND:

The Board of Trustee bylaws require that the regular meeting schedule of the Board of Trustees be determined at the organizational meeting in May in even numbered years.

The meetings are to be held the first Thursday after the second Monday of each month to commence at 6:30 p.m. in the Board Room of the Administrative Center, 3200 Broadway, Kansas City, Missouri, or at such other place as the Board shall determine. There are two exceptions. The May 2015 meeting will be held on Tuesday, May 12, 2015 so as not to conflict with the MCC Commencement ceremony and the September meeting will be held on the last Thursday of the month to accommodate setting the tax levy.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees approve the 2015 regular meeting schedule of the Board of Trustees.

INITIATOR: Mark S. James
BOARD ACTION DATE: July 17, 2014
EFFECTIVE DATE: July 17, 2014
<table>
<thead>
<tr>
<th>Agenda Item Request Distributed</th>
<th>Agenda Items Lists Due</th>
<th>Background Material Due</th>
<th>Board Meeting Materials Delivered to Board</th>
<th>Board Meeting Dates</th>
<th>Meeting Location</th>
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<tr>
<td>December 19</td>
<td>January 5</td>
<td>January 6</td>
<td>January 9</td>
<td>January 15</td>
<td>AC</td>
</tr>
<tr>
<td>January 20</td>
<td>January 26</td>
<td>January 27</td>
<td>February 6</td>
<td>February 12</td>
<td>AC</td>
</tr>
<tr>
<td>February 16</td>
<td>February 23</td>
<td>February 24</td>
<td>March 6</td>
<td>March 12</td>
<td>AC</td>
</tr>
<tr>
<td>March 23</td>
<td>March 30</td>
<td>March 31</td>
<td>April 10</td>
<td>April 16</td>
<td>MW</td>
</tr>
<tr>
<td>April 20</td>
<td>April 27</td>
<td>April 28</td>
<td>May 8</td>
<td>May 12</td>
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<tr>
<td>May 18</td>
<td>May 25</td>
<td>May 26</td>
<td>June 5</td>
<td>June 11</td>
<td>AC</td>
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<tr>
<td>June 22</td>
<td>June 29</td>
<td>June 30</td>
<td>July 10</td>
<td>July 16</td>
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<tr>
<td>July 20</td>
<td>July 27</td>
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<td>August 7</td>
<td>August 13</td>
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<tr>
<td>August 31</td>
<td>September 8</td>
<td>September 8</td>
<td>September 18</td>
<td>September 24</td>
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<tr>
<td>September 21</td>
<td>September 28</td>
<td>September 29</td>
<td>October 9</td>
<td>October 15</td>
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<tr>
<td>October 19</td>
<td>October 26</td>
<td>October 27</td>
<td>November 6</td>
<td>November 12</td>
<td>AC</td>
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<td>November 23</td>
<td>November 30</td>
<td>December 1</td>
<td>December 11</td>
<td>December 17</td>
<td>AC</td>
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</table>
**AGENDA ITEM BACKGROUND**

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 17, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 2.1</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Applications for Funds from External Sources</td>
<td>CATEGORY: Administration</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>□ APPROVAL □ ACCEPTANCE □ INFORMATION</td>
<td>ENCLOSURE(S): Summary of Projects</td>
</tr>
</tbody>
</table>

**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.

U.S. Department of Justice/Community Oriented Policing Services – Entry Level Police Officer - MCC Police Department – The funding will be used to hire one entry level police officer. The grant term would be October 1, 2014 - September 30, 2017. The grant request is for $92,598.84. A match of $30,865.95 is required.

University of Missouri Science and Technology – STEM Student Success (S³) Network - MCC District – The funding will be used to increase the number of students who earn STEM degrees. The student focused program incorporates a comprehensive approach between schools, regional career education centers, community colleges and traditional universities and includes evidence-based practices in student development and retention. The term would be October 1, 2014 - September 30, 2018. The grant request is for $46,783. No match required.

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

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
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</thead>
<tbody>
<tr>
<td>Mark S. James</td>
<td>July 17, 2014</td>
<td>July 17, 2014</td>
</tr>
</tbody>
</table>
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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cash</td>
<td>In-Kind</td>
<td>U.S. Department of Justice/Community Oriented Policing Services - October 1, 2014 – September 30, 2017</td>
</tr>
<tr>
<td>Entry Level Police Officer – MCC Police Department</td>
<td>$92,598.84</td>
<td>$30,865.95</td>
<td>$0</td>
</tr>
<tr>
<td>STEM Student Success Network – MCC District</td>
<td>$46,783</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>University of Missouri Science &amp; Technology - October 1, 2014 - September 30, 2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 17, 2014
ITEM & FILE NO.: 2.2

SUBJECT: *Acceptance of Funds from External Sources
CATEGORY: Administration

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

BACKGROUND:

The application for funds from the external source cited below has been approved by the agency indicated.

The City of Kansas City, Missouri - Neighborhood Tourist Development Fund – MCC-Maple Woods Funds were requested for the annual Storytelling Celebration that provides over 100 events each November at public school districts, libraries, community centers, boys and girls clubs, etc. The grant period would be May 1, 2014 – April 30, 2015. The amount request is $7,500. No match is required.

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

INITIATOR:
Mark S. James

BOARD ACTION DATE: EFFECTIVE DATE:
July 17, 2014 July 17, 2014
RESOLUTION

WHEREAS, the Board of Trustees of The Junior College District of Metropolitan Kansas City, Missouri approved the submission of an application for funds from the external source as follows:

<table>
<thead>
<tr>
<th>Applications and Units Participating</th>
<th>Amount</th>
<th>Matching</th>
<th>Funding Source &amp; Period</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$7,500</td>
<td>$0</td>
<td>City of KCMO/ Neighborhood Tourist Development Fund: May 1, 2014 – April 30, 2015</td>
</tr>
</tbody>
</table>

NOW, THEREFORE, BE IT RESOLVED, that funding from this external source is accepted; and

BE IT FINALLY RESOLVED, that subject to final approval by the Chancellor, the proper officers of the Board and District be, and they are hereby, authorized to execute agreements for and on behalf of The Junior College District of Metropolitan Kansas City, Missouri with the appropriate agency for acceptance of funds.
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 17, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 2.3</td>
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<tr>
<td>SUBJECT:</td>
<td>*Grant Related Contract</td>
<td>CATEGORY: Administration</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>☑ APPROVAL ☐ ACCEPTANCE ☐ INFORMATION</td>
<td>ENCLOSEMENT(S): Resolution &amp; Summary</td>
</tr>
</tbody>
</table>

BACKGROUND
Metropolitan Community College routinely enters into contracts with contractors to provide services for which they receive grant funds.

Project FOCUS - MCC-District/Penn Valley/Blue River
MCC received three grants from the U.S. Department of Education under Title III, Part A (Strengthening Institutions). The purpose of the program is to help higher education institutions become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen academic quality, institutional management and fiscal stability. The primary focus is to increase graduation rates by developing a comprehensive system integrating curricular transformation and first-year student support to improve underprepared students’ progress, persistence and success. MCC’s Project FOCUS - Fundamentals for Outcomes, Completion, Understanding and Success will add new modular, mastery-based developmental math, writing and reading curricula and develop and pilot a comprehensive first year experience across all campuses, including case management and intrusive advising for at-risk students. Grant objectives and performance measures require the services of case managers recruited from the University of Missouri, Kansas City (UMKC) counseling, education, social work, psychology, and related graduate programs. MCC will require the services of 6 to 8 case managers for each of the 2014-2015 and 2015-2016 academic years, and 8 to 10 case managers for each of the 2016-2017 and 2017-2018 academic years. The total expenditure for case managers will be for a total estimated cost per case manager of approximately $10,452 for the 2014-2015 academic year. Additionally, MCC will pay UMKC an amount equal to 3 credit hours at UMKC for each case manager.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt the resolution approving entering into the grant related contract.

<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>July 17, 2014</td>
<td>July 17, 2014</td>
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</table>
RESOLUTION

WHEREAS, the MCC administration has determined it to be in the best interest of the District to enter into contractual agreements with contractors to provide services related to projects supported by local, state, or federal grants; and

WHEREAS, an agreement has been negotiated with UMKC and case managers for the 2014-2015 academic year;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that the foregoing contract is approved; and

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

TO: BOARD OF TRUSTEES  DATE: July 17, 2014
FROM: CHANCELLOR  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. Administrator - Revised
C. Faculty – Non-Probationary - Revised
D. Faculty – Probationary - Revised
E. Special Contract Faculty – Revised
F. Professional Resignation

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:  BOARD ACTION DATE:  EFFECTIVE DATE:
Mark S. James  July 17, 2014  July 17, 2014
<table>
<thead>
<tr>
<th>Name</th>
<th>Anticipated Location</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stuffebeam-Ely, Shelli J.</td>
<td>Penn Valley - HSI</td>
<td>Director of Nursing-ADN 12 months</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Salary Raise</th>
<th>Effective Date</th>
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</thead>
<tbody>
<tr>
<td>I</td>
<td>07/01/2014</td>
</tr>
</tbody>
</table>
A. BACKGROUND

Stufflebeam-Ely, Shelli J., Overland Park, Kansas earned a Bachelor of Arts degree in Nursing from Midland Lutheran College, Fremont, Nebraska in 1980; and a Master of Science degree in Nursing from the University of Missouri-Kansas City, Kansas City, Missouri in 2002. Ms. Stufflebeam-Ely worked as full-time registered nurse/shift coordinator, Shawnee Mission Medical Center, Shawnee Mission, Kansas from 1992 to 2008; as full-time nursing instructor and director of nursing –ADN (Faculty Intern) Metropolitan Community College, Kansas City, Missouri from 2008 to 2013 and 2013 to 2014 respectively; and as part-time shift coordinator/charge nurse, Shawnee Mission Medical Center, Shawnee Mission, Kansas from 2008 to 2014.
<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>
</tr>
</thead>
<tbody>
<tr>
<td>Moore, Karen S.</td>
<td>Maple Woods</td>
<td>Dean of Student Development &amp; Enrollment Management</td>
<td>11 months</td>
<td>08/01/2014</td>
<td>II</td>
</tr>
<tr>
<td>Name</td>
<td>Anticipated Location</td>
<td>Position</td>
<td>Length of Contract</td>
<td>Effective Date</td>
<td>Salary Range</td>
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</tr>
<tr>
<td>Higgason, Richard E.</td>
<td>Blue River</td>
<td>English Instructor</td>
<td>170 duty days</td>
<td>07/01/2014</td>
<td>IV</td>
</tr>
<tr>
<td>McGee, Robyn M.</td>
<td>Longview</td>
<td>English Instructor</td>
<td>170 duty days</td>
<td>07/01/2014</td>
<td>IV</td>
</tr>
<tr>
<td><strong>Name</strong></td>
<td>Chaudhary, Shiveta</td>
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<td></td>
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<tr>
<td><strong>Position</strong></td>
<td>Chemistry Instructor</td>
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<tr>
<td><strong>Effective Date</strong></td>
<td>07/01/2014</td>
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<tr>
<td><strong>Salary Range</strong></td>
<td>IV</td>
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<tr>
<td><strong>Length of Contract</strong></td>
<td>170 duty days</td>
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<tr>
<td><strong>Anticipated Location</strong></td>
<td>Longview</td>
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<td></td>
</tr>
<tr>
<td>Name</td>
<td>Anticipated Location</td>
<td>Position</td>
<td>Length of Contract</td>
<td>Effective Date</td>
<td>Salary Range</td>
</tr>
<tr>
<td>-----------------</td>
<td>----------------------------</td>
<td>-------------------------------------------------------</td>
<td>--------------------</td>
<td>----------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Tobin, Louis J.</td>
<td>Business &amp; Technology</td>
<td>Maintenance/Mechanical Instructor - SCF</td>
<td>112 duty days</td>
<td>07/01/2014</td>
<td>II</td>
</tr>
<tr>
<td>Elliott, Patricia A.</td>
<td>Penn Valley</td>
<td>Health Information Technology Coordinator - SCF</td>
<td>218 duty days</td>
<td>07/01/2014</td>
<td>III</td>
</tr>
<tr>
<td>Name</td>
<td>Location</td>
<td>Position</td>
<td>Length of Service</td>
<td>Effective Date</td>
<td></td>
</tr>
<tr>
<td>-----------------</td>
<td>---------------------------</td>
<td>----------------------------------------------------</td>
<td>-------------------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td>Morgan, Emily</td>
<td>Blue River</td>
<td>English Instructor</td>
<td>6 years</td>
<td>07/28/2014</td>
<td></td>
</tr>
<tr>
<td>Frost, Patricia J.</td>
<td>Business &amp; Technology</td>
<td>Health Care Simulation - SCF</td>
<td>2 years</td>
<td>07/11/2014</td>
<td></td>
</tr>
<tr>
<td>Allen, Shelli R.</td>
<td>Maple Woods</td>
<td>Dean of Student Development &amp; Enrollment Management</td>
<td>18 years</td>
<td>07/09/2014</td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 17, 2014
ITEM & FILE NO.: 3.2

CATEGORY: Personnel

REASON FOR BOARD CONSIDERATION: APPROVAL

BACKGROUND

The administrators and staff associations have reached the following agreements with administration regarding salary and benefit packages for the next two fiscal years (fiscal years 2015 and 2016).

Administrators
- Total Compensation: FY 2015 - 3.5% increase, FY 2016 - 3.5% increase
  o 5% benefit package increase from prior year in FY 2015 (changes take effect January 1)
  o 5% benefit package increase from prior year FY 2016 (changes take effect January 1)
  o 3% salary increase to the midpoint of each classification level in FY 2015
  o 3.2% salary increase to the midpoint of each classification level in FY 2016
- Move Administrator salary schedules 2% in FY16 after salary increases are applied
- $500 one-time bonus for the attainment of any higher level degree.
- Eliminate the partial salary increase for employees hired during the year and provide the full salary increase to all administrators (except for those above the maximum).

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt a resolution approving the Administrators and Staff salary and conditions for 2014-2015 through 2015-2016.

INITIATOR: Mark S. James
BOARD ACTION DATE: July 17, 2014
EFFECTIVE DATE: July 17, 2014
Staff

- Total Compensation: FY 2015 - 3.5% increase, FY 2016 - 3.5% increase
  - 5% benefit package from prior year in FY 2015 (changes take effect January 1)
  - 5% benefit package from prior year in FY 2016 (changes take effect January 1)
  - 3% salary increase to the midpoint of each classification range in FY 2015, the equivalent of which will be applied as a flat dollar amount evenly distributed to all benefit eligible staff
  - 3.2% salary increase to the midpoint of each classification range in FY 2016
- Increase staff salary schedules 2% in FY 2016 after salary increases are applied
- Eliminate flexible part-time classification, grandfathering current employees in their flexible part-time position
- Increase District Staff Council Budget:
  - Annual stipend of $2,500 for District Staff Council president
  - Annual stipend of $1,500 for each campus Staff Association president
  - Annual stipend of $1,500 for District Staff Council president-elect
RESOLUTION

WHEREAS, the administration and staff organizations have finalized salary and conditions packages for 2014-2015 and 2015-2016;

WHEREAS, the agreements are in accordance with the two-year financial plan; and

WHEREAS, the proposed salary and conditions are recommended by the Chancellor for implementation commencing with the fiscal year 2014-2015 and continuing through 2015-2016;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that the proposed salary and conditions for Administrative Personnel; Special Services Projects Management Personnel; Full-Time Staff; Regular Part-Time Staff; and Flexible Part-Time Staff be adopted.
AGENDA ITEM BACKGROUND

TO:          BOARD OF TRUSTEES                         DATE:       July 17, 2014
FROM:        CHANCELLOR                                  ITEM & FILE NO.: 4.1
SUBJECT:     Bids: 7011, 7026, 7029, 7030                   CATEGORY:    Business and Finance
REASON FOR BOARD CONSIDERATION:               ENCLOSURE(S)
   ☑ APPROVAL                                      Resolution
   ☐ ACCEPTANCE                                    Bid Recommendations
   ☐ INFORMATION

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>7011</td>
<td>Insurance-Basic Life/AD&amp;D/LTD</td>
<td>DW</td>
<td>General</td>
</tr>
<tr>
<td></td>
<td>Insurance-Voluntary Life/AD&amp;D</td>
<td></td>
<td>Employee paid</td>
</tr>
<tr>
<td>7026</td>
<td>Campus Police Cars External Light Bars and Sirens</td>
<td>DW</td>
<td>General</td>
</tr>
<tr>
<td>7029</td>
<td>Wiring Supplies for Telecommunications</td>
<td>DW</td>
<td>General</td>
</tr>
<tr>
<td>7030</td>
<td>Print Shop Supplies</td>
<td>BT</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.

INITIATOR:     Mark S. James                          BOARD ACTION DATE: July 17, 2014
               EFFECTIVE DATE: July 17, 2014
RESOLUTION

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 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>Insurance-Basic Life/AD&amp;D/LTD and Voluntary Life/AD&amp;D Districtwide</td>
<td>7011</td>
<td>UNUM</td>
<td>$ 428,377.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Overland Park, KS</td>
<td></td>
</tr>
<tr>
<td>Campus Police Cars External Light Bars and Sirens Districtwide</td>
<td>7026</td>
<td>Ka-Comm, Inc.</td>
<td>$ 14,290.60</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Olathe, KS</td>
<td></td>
</tr>
<tr>
<td>Wiring Supplies for Telecommunications Districtwide</td>
<td>7029</td>
<td>Accu-Tech Corporation</td>
<td>$ 119,143.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lenexa, KS</td>
<td></td>
</tr>
<tr>
<td>Print Shop Supplies Business &amp; Technology</td>
<td>7030</td>
<td>Xpedx</td>
<td>$ 18,115.70</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Edwardsville, KS</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 Request Number - 7011 - Insurance - Life/AD&D/LTD
Source of Funding - General/Employees
Total Amount of Bid Award - $428,377
Number of Bids Sent to Companies - 14

Award based on cost to provide employee insurance.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNUM</td>
<td>Overland Park, KS</td>
<td>$428,377</td>
</tr>
<tr>
<td>Minnesota Life</td>
<td>St. Paul, MN</td>
<td>$435,323</td>
</tr>
<tr>
<td>Hartford</td>
<td>Overland Park, KS</td>
<td>$541,769</td>
</tr>
<tr>
<td>Cigna</td>
<td>Overland Park, KS</td>
<td>$594,584</td>
</tr>
<tr>
<td>ING</td>
<td>Overland Park, KS</td>
<td>$635,643</td>
</tr>
<tr>
<td>Assurant</td>
<td>Kansas City, MO</td>
<td>$676,356</td>
</tr>
<tr>
<td>USAble</td>
<td>Little Rock, AR</td>
<td>$677,704</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
Black Economic Union, Kansas City, MO
MBEconnect.com, Overland Park, KS
Minority Contactors Association of Greater Kansas City, Kansas City, MO
Mountain Plains Minority Supplier Development Council, Lenexa, 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.mocckc.edu.
Bid Request Number - 7026 - Campus Police Cars External Light Bars and Sirens
Source of Funding - Maintenance/Repairs
Total Amount of Bid Award - $14,290.60
Number of Bids Sent to Companies - 14

Award based on cost to outfit the current fleet with lights and sirens.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ka-Comm, Inc.</td>
<td>Olathe, KS</td>
<td>14,290.60</td>
</tr>
<tr>
<td>911 Custom</td>
<td>Overland Park, KS</td>
<td>14,545.00</td>
</tr>
<tr>
<td>KC Wireless, Inc.</td>
<td>Independence, MO</td>
<td>16,378.59</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
- Black Economic Union, Kansas City, MO
- Commenco, Kansas City, MO
- Federal Signal Corporation, University Park, IL
- Garon Marketing, Overland Park, KS
- Gladstone Auto, Gladstone, MO
- MBEconnect.com, Overland Park, KS
- Minority Contactors Association of Greater Kansas City, Kansas City, MO
- Mountain Plains Minority Supplier Development Council, Lenexa, 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.mocckc.edu.
Bid Request Number - 7029 - Wiring Supplies for Telecommunications
Source of Funding - General
Total Amount of Bid Award - Unknown, Estimate: $119,143.00 based on FY '14
Number of Bids Sent to Companies - 25

*Evaluation was made based on the cost of 176 regularly purchased items.*

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accu-Tech Corporation</td>
<td>Lenexa, KS</td>
<td>$28,318.57</td>
</tr>
<tr>
<td>Anixter</td>
<td>Lenexa, KS</td>
<td>28,596.20</td>
</tr>
<tr>
<td>Electronics Supply Company, Inc.</td>
<td>Kansas City, MO</td>
<td>NE</td>
</tr>
<tr>
<td>Western Extralite Company</td>
<td>Kansas City, MO</td>
<td>NE</td>
</tr>
</tbody>
</table>

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

- All American Cabling, Detroit, MI
- American Fiber & Cabling, LLC, Shawnee Mission, KS
- American Indian Enterprise & Business Council, Kansas City, MO
- AmeriTel, Northridge, CA
- Asian American Chamber of Commerce of Kansas City, Overland Park, KS
- Barts Electric Company, Pleasant Valley, MO
- Black Economic Union, Kansas City, MO
- Communications & Electrical Supplies, Inc., Neosho, MO
- Control Electric, Kansas City, MO
- Grainer, Inc., Kansas City, MO
- Graybar Electric Company, Kansas City, MO
- Kansas City Electrical Supply, Kansas City, MO
- MBEconnect.com, Overland Park, KS
- Minority Contactors Association of Greater Kansas City, Kansas City, MO
- Mountain Plains Minority Supplier Development Council, Lenexa, KS
- SMC Electric, Belton, MO
- Synergy Telcom Inc., Indianapolis, IN
- TCS American Telephone Inc., Mission, KS
- US SBA, Kansas City, MO
- Wachter Electric Company, Lenexa, KS
- World Wide Technology, St. Louis, 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 - 7030 - Print Shop Supplies
Source of Funding - General
Total Amount of Bid Award - $ 18,115.70
Number of Bids Sent to Companies - 23

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Xpedx</td>
<td>Edwardsville, KS</td>
<td>$18,115.70</td>
</tr>
<tr>
<td>Printer's Repair Parts</td>
<td>Franklin Park, IL</td>
<td>NE</td>
</tr>
</tbody>
</table>

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

- American Indian Enterprise & Business Council, Kansas City, MO
- American Printing Equipment & Supply Company, Elmont, NY
- Asian American Chamber of Commerce of Kansas City, Overland Park, KS
- Bay Press Services, Hayward, CA
- Black Economic Union, Kansas City, MO
- Enovation Graphics - Fuji, Kansas City, MO
- KB Litho Supply, Kansas City, MO
- MBEconnect.com, Overland Park, KS
- Miller Cooper Printing Ink, North Kansas City, MO
- Minority Contractors Association of Greater Kansas City, Kansas City, MO
- Mountain Plains Minority Supplier Development Council, Lenexa, KS
- NexPress, Rochester, NY
- Office Depot/Max, Edwardsville, KS
- PressTek, Kansas City, KS
- Printer's Parts Superstore, Mooresville, NC
- Printing & Finishing Equipment, Maple Hill, KS
- Printing Equipment, NET, Las Vegas, NV
- Santec Corporation, Milford, CT
- US SBA, Kansas City, MO
- Valley Litho Supply, Rice Lake, WI
- Western Printing Equipment Company, Lincoln, CA

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

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

TO: BOARD OF TRUSTEES  
FROM: CHANCELLOR  
DATE: July 17, 2014  
ITEM & FILE NO.: 4.2

SUBJECT: General Agreements and Amendment  
CATEGORY: Business and Finance

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

BACKGROUND

MCC administration has approved entering into the following agreements:

First Agency, Inc.
MCC requires the services of a company to provide Basic (Secondary) Insurance Coverage and Catastrophic Coverage for student athletes. A request for proposal, # 7028, was issued and distributed to six companies with the capability to provide the insurance. The proposals were evaluated based on price and coverage. First Agency, Inc. was selected for Catastrophic Coverage. The term of the agreements shall be from August 1, 2014, through July 31, 2015.

Cypress Risk Management, Ltd. Co.
MCC requires the services of a company to provide Basic (Secondary) Insurance Coverage and Catastrophic Coverage for student athletes. A request for proposal, # 7028, was issued and distributed to six companies with the capability to provide the insurance. The proposals were evaluated based on price and coverage. Cypress Risk Management, Ltd. Co. was selected for the Basic Insurance Coverage. The term of the agreements shall be from August 1, 2014, through July 31, 2015.

Echo 360, Inc.
MCC requires the services of a company to provide a media management platform for video capture of classroom instruction of teachers for posting on MCC’s electronic blackboard. Services include the software, equipment, implementation services, and training. A request for proposal, # 7021, was issued and distributed to fourteen companies with the capability to provide the services. The proposals were evaluated based on price and services offered. Three companies were scheduled for presentations and the committee has recommended the selection of Echo 360, Inc. MCC shall pay $268,450 for the services. The term is from July 17, 2014, through July 16, 2017.

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

INITIATOR: Mark S. James  
BOARD ACTION DATE: July 17, 2014  
EFFECTIVE DATE: July 17, 2014
Lewis & Ellis, Inc.

Engagement Agreement under which MCC will retain Lewis & Ellis, Inc. to provide actuarial services related to MCC's retiree insurance program in accordance with GASB 45 for the fiscal years ending June 30, 2015, and June 30, 2017. The actuarial report will provide certain statistics and data, including financial data, and will contain a fifteen year projection of financial results. MCC shall pay Lewis & Ellis a fee of $11,000 per valuation study for a total of $22,000. Services will begin upon full signature and end upon submittal of the actuarial report.

Literacy Kansas City

MCC-Penn Valley contracts with Literacy Kansas City to continue the Guided Educational Access to Reading Skills Program (GEARS) to provide classes and services to MCC students who may need remedial reading services in order to provide them with an opportunity to raise their reading skill grade level prior to taking college classes and utilizing financial aid. MCC will pay Literacy Kansas City up to a total amount of $55,000. The term is from July 1, 2014 – June 30, 2015.

Mid-America Regional Council (MARC)

MCC amends its September 1, 2011, Agreement with MARC to provide CLASS™ (Classroom Assessment Scoring System Project) technical assistance and coaching support to early learning classrooms participating in the project. The Amendment provides for an increase in scope that extends the term of the Agreement for two months to October 31, 2014, for which MCC shall be paid an additional $15,024 for services.

RCC Consultants, Inc.

MCC is examining the potential of increased revenue from cell tower leases and requires the services of a qualified professional to develop a Request for Proposals (RFP) for interest relative to locating and building cell towers, and other communications equipment on MCC’s campuses and other properties. MCC shall pay RCC Consultants, LLC up to $34,395.60 to prepare an RFP. The term for this agreement is from July 17, 2014 to the termination of the project.

Sumner Group, Inc. aka Datamax-Unisource

MCC requires the services of a company to provide multi-function copier devices and service at all locations to include the software, equipment, implementation services, and training. Request for Proposal #7017 was issued to (17) companies and Sumner Group, Inc. aka Datamax-Unisource was selected to provide the services based on price, capabilities and service. The term will be August 1, 2014 – July 31, 2017, with two optional one year extensions. Based on the number of machines the cost to MCC will be $238,138 per year and a total of $714,414 for the initial three year term of the contract.

United Missouri Bank

MCC requires a qualified provider with the necessary resources and experience to provide banking services for MCC, including depository and associated services, investment services, and procurement card services. Request for proposal # 7009 was distributed to 22 companies with the capability to provide the financial services. The proposals were evaluated based on price and services. UMB was selected for banking and investment services and approved by the Board at its June 12, 2014, meeting. Currently, UMB has been selected to provide procurement card services. The term is from February 1, 2015, through January 31, 2020.
RESOLUTION

WHEREAS, the Board of Trustees has heretofore approved that administration enter into agreements with businesses under which MCC 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 Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Agency, Inc.</td>
<td>catastrophic insurance for student athletes</td>
<td>contract rates</td>
<td>8/1/14 – 7/31/15</td>
</tr>
<tr>
<td>Cypress Risk Management, Ltd. Co.</td>
<td>basic insurance for student athletes</td>
<td>contract rates</td>
<td>8/1/14 – 7/31/15</td>
</tr>
<tr>
<td>Echo 360, Inc.</td>
<td>media management platform</td>
<td>$268,450</td>
<td>7/17/14 – 7/16/17</td>
</tr>
<tr>
<td>Lewis &amp; Ellis, Inc.</td>
<td>actuarial reports for FY15 and FY17 for retiree insurance program</td>
<td>$22,000</td>
<td>signature – final report submission</td>
</tr>
<tr>
<td>Literacy Kansas City</td>
<td>provision of remedial reading services to MCC students</td>
<td>$55,000</td>
<td>7/1/14 – 6/30/15</td>
</tr>
<tr>
<td>Mid-America Regional Council</td>
<td>technical assistance and coaching support</td>
<td>$15,024</td>
<td>term extension to 10/31/14</td>
</tr>
<tr>
<td>RCC Consultants, Inc.</td>
<td>develop RFP for cell tower builds</td>
<td>$34,395.60</td>
<td>7/17/14 – completion</td>
</tr>
<tr>
<td>Sumner Group, Inc. aka Datamax-Unisource</td>
<td>multi-function copier devices and service</td>
<td>$714,414</td>
<td>8/1/14 – 7/31/17</td>
</tr>
<tr>
<td>United Missouri Bank</td>
<td>procurement card services</td>
<td>contract rates</td>
<td>2/1/15 – 1/31/20</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.
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>FROM:</th>
<th>CHANCELLOR</th>
<th>DATE:</th>
<th>July 17, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBJECT:</td>
<td>* Sole Source Purchases/Contract Purchases</td>
<td></td>
<td></td>
<td>ITEM &amp; FILE NO.:</td>
<td>4.3</td>
</tr>
<tr>
<td>CATEGORY:</td>
<td>Business and Finance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>□ APPROVAL</td>
<td></td>
<td>□ ACCEPTANCE</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ INFORMATION</td>
<td></td>
<td></td>
<td>ENCLOSURE(S)</td>
<td></td>
</tr>
</tbody>
</table>

The following sole source purchases are submitted for approval:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Item</th>
<th>Vendor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>$12,525.43</td>
<td>Courier Delivery for FY15</td>
<td>MOBIUS</td>
<td>BR, BT, MW, PV</td>
</tr>
<tr>
<td>$68,339.96</td>
<td>Membership Assessment</td>
<td>MOBIUS</td>
<td>BR, BT, LV, MW, PV</td>
</tr>
<tr>
<td>$14,000.00</td>
<td>Hazardous Waste Services</td>
<td>Clean Harbors</td>
<td>DW</td>
</tr>
<tr>
<td>$60,000.00</td>
<td>Natural Gas usage (estimate)</td>
<td>Southern Union/MGE</td>
<td>LV, PV</td>
</tr>
<tr>
<td>$12,410.00</td>
<td>Records Storage</td>
<td>Iron Mountain</td>
<td>AC</td>
</tr>
<tr>
<td>$16,560.00</td>
<td>Nursing Database Renewal</td>
<td>ProQuest LLC</td>
<td>PV</td>
</tr>
<tr>
<td>$31,328.00</td>
<td>RN Comprehensive Assessment</td>
<td>ATI</td>
<td>H S I</td>
</tr>
</tbody>
</table>

The following purchases utilizing competitively bid contracts available to MCC are 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>$31,600.59</td>
<td>Utility Tractor &amp; Blade</td>
<td>John Deere</td>
<td>PV</td>
<td>NJPA</td>
</tr>
<tr>
<td>$37,987.00</td>
<td>Furniture (collaboration room)</td>
<td>Team Office</td>
<td>BR</td>
<td>E and I</td>
</tr>
<tr>
<td>$27,403.00</td>
<td>Chevrolet Impala Patrol Cars-2</td>
<td>MO Highway Patrol</td>
<td>FS</td>
<td>State of MO</td>
</tr>
</tbody>
</table>

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

INITIATOR:    BOARD ACTION DATE:    EFFECTIVE DATE:
Mark S. James   July 17, 2014    July 17, 2014
BACKGROUND:
Metropolitan Community College administration has approved renewing its membership with the following organizations.

The Higher Learning Commission (HLC): HLC is an independent corporation and one of two commission members of the North Central Association of Colleges and Schools (NCA), which is one of six regional institutional accreditors in the United States. HLC accredits degree-granting post-secondary educational institutions in the North Central region. Additionally, HLC creates and maintains relationships with the federal government and other organizations such as state departments of education and other accrediting agencies with broader communities dependent on the quality of higher learning received in accredited colleges and universities. Accreditation assures that the institution meets or exceeds minimum standards of quality, assists institutions in determining acceptability of transfer credits, enables graduates to sit for certification examinations, and provides a basis for determining eligibility for federal student assistance as students must attend an accredited institution to apply for federal grants or loans. MCC’s institutional dues for fiscal year 2015 are $12,973.50.

Missouri Community College Association (MCCA): MCCA is the organization through which Missouri’s community colleges unite for advocacy, education, and professional development and which serves as the voice of community colleges in essential conversations with the Office of the Governor, legislators, the Missouri Department of Higher Education, the Missouri Department of Elementary and Secondary Education, the Missouri Department of Economic Development and its Division of Workforce Development, other higher education partners, and other key groups. MCCA depends largely on institutional dues and revenue from events, which serve as a valuable source of professional development for community college professionals throughout the state, to underwrite its operating expenses. MCC’s institutional dues for the six month period of January 1, 2015 through June 31, 2015 are $30,959.55.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt the resolution to renew institutional membership with these organizations.

INITIATOR:
Mark S. James

BOARD ACTION DATE:
July 17, 2014

EFFECTIVE DATE:
July 17, 2014
RESOLUTION

WHEREAS, the Board of Trustees of The Junior College District of Metropolitan Kansas City, Missouri recognizes the importance of institutional membership in organizations that serve as advocates for community colleges;

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

<table>
<thead>
<tr>
<th>Organization</th>
<th>Membership Period</th>
<th>Membership Dues</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Higher Learning Commission</td>
<td>7/1/14 – 6/31/15</td>
<td>$12,973.50</td>
</tr>
<tr>
<td>Missouri Community College Association</td>
<td>1/1/15 – 6/31/15</td>
<td>$30,959.55</td>
</tr>
</tbody>
</table>

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be, and they are hereby, authorized to submit membership renewals for and on behalf of The Junior College District of Metropolitan Kansas City, Missouri.
# AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 17, 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 6.1</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Educational Agreements</td>
<td></td>
</tr>
<tr>
<td>CATEGORY:</td>
<td>Curriculum and Instruction</td>
<td></td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td></td>
<td>ENCLOSURE(S)</td>
</tr>
<tr>
<td></td>
<td>☑ APPROVAL</td>
<td>Resolution</td>
</tr>
<tr>
<td></td>
<td>☐ ACCEPTANCE</td>
<td>Summary</td>
</tr>
<tr>
<td></td>
<td>☐ INFORMATION</td>
<td></td>
</tr>
</tbody>
</table>

## BACKGROUND:

Kansas City Kansas Community College  
MCC extends its cooperative agreements with Kansas City Kansas Community College.

## RECOMMENDATION:

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

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paul D. Long</td>
<td>July 17, 2014</td>
<td>July 17, 2014</td>
</tr>
</tbody>
</table>
RESOLUTION

WHEREAS, the MCC administration seeks to participate in cooperative program agreements between the Metropolitan Community College and Kansas City Kansas Community College;

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

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be and they 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.
**SUMMARY**

**Educational Agreements:**

<table>
<thead>
<tr>
<th>Institution</th>
<th>Services</th>
<th>Agreement Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas City Kansas Community College</td>
<td>Cooperative Agreements</td>
<td>2014-2015</td>
</tr>
</tbody>
</table>

**MCC Programs**
- Dental Assisting
- Radiologic Technology
- Occupational Therapy Assistant

**KCKCC Programs**
- Audio Engineering
- Major Appliance Technology
- Mortuary Science
- Music Technology
AGENDA ITEM BACKGROUND

TO:       BOARD OF TRUSTEES
FROM:     CHANCELLOR
DATE: July 17, 2014
ITEM & FILE NO.: 6.2
SUBJECT:  *Client Agreements
CATEGORY: Curriculum and Instruction

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

BACKGROUND

Metropolitan Community College administration has approved entering into the following agreements under which MCC shall provide the described services.

Church & Dwight Co., Inc.
MCC shall provide two 3-credit hour courses to employees of Client: Microcomputer Concepts, and English Composition and Reading I. MCC shall be paid $2,333 per credit hour for a total of $13,998. Services will be provided through MCC’s Institute for Workforce Innovation. The term is from July 1, 2014 – October 31, 2014.

Plastic Packaging Technologies, LLC
MCC shall provide Client with one teambuilding course, and thirteen leadership courses. MCC shall be paid $1,000 per course plus $50 per participant for a total of $35,400. The term is from July 1, 2014 – June 30, 2015.

Tamko Building Products, Inc.
MCC shall provide Client with one HAZWOPER 24-hour and two HAZWOPER 28-hour courses. MCC shall be paid a total of $10,934 for the services. The term is from June 30, 2014 – July 10, 2014.

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

INITIATOR:
Mark S. James

BOARD ACTION DATE:  July 17, 2014
EFFECTIVE DATE:    July 17, 2014
RESOLUTION

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

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

<table>
<thead>
<tr>
<th>Institution</th>
<th>Services</th>
<th>Amount</th>
<th>Agreement Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Church &amp; Dwight Co., Inc.</td>
<td>two 3-credit hour courses</td>
<td>$13,998</td>
<td>7/1/14 – 10/31/14</td>
</tr>
<tr>
<td>Plastic Packaging Technologies, LLC</td>
<td>one teambuilding, thirteen leadership courses</td>
<td>$35,400</td>
<td>7/1/14 – 6/30/15</td>
</tr>
<tr>
<td>Tamko Building Products, Inc.</td>
<td>three HAZWOPER courses</td>
<td>$10,934</td>
<td>6/30/14 – 7/10/14</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.
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES  
FROM: CHANCELLOR  
DATE: July 17, 2014  
ITEM & FILE NO.: 6.3  
CATEGORY: Curriculum and Instruction

SUBJECT: *Contracted Service Agreements

REASON FOR BOARD CONSIDERATION:

☑ APPROVAL
□ ACCEPTANCE
□ INFORMATION

ENCLOSURE(S): Resolution

BACKGROUND:

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

Morton Safety Consulting, LLC
MCC-IWI will contract with Morton Safety Consulting, LLC to provide customized course design services for the OSHA/EHS Training Services Program for both open enrollment classes or contracts that MCC-IWI sells. MCC will pay contractor $50 per hour, not to exceed 250 hours or $12,500. Services will begin on July 1, 2014 and end June 30, 2015.

Mustardseed Cultural & Environmental Services, LLC
MCC-IWI will contract with Mustardseed Cultural & Environmental Services to provide customized course design services for the OSHA/EHS Training Services Program for both open enrollment classes or contracts that MCC-IWI sells. MCC will pay contractor $50 per hour, not to exceed 200 hours or $10,000. Services will begin on July 1, 2014 and end June 30, 2015.

Purvis Human Resources Consulting, LLC
MCC-IWI desires to retain services of the vendor to provide hiring support activities for MCC-IWI’s client Sedgwick LLP. All expenses to MCC will be reimbursed under MCC-IWI’s Client Agreement #16948 between MCC-IWI and Sedgwick LLP. MCC shall pay vendor $60 per hour, not to exceed 1,000 hours or $60,000. The term is from June 9, 2014, through December 31, 2014.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt the resolution approving entering into the contracted service agreements.

INITIATOR: Mark S. James  
BOARD ACTION DATE: July 17, 2014  
EFFECTIVE DATE: July 17, 2014
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>Morton Safety Consulting, LLC</td>
<td>OSHA / EHS training services program</td>
<td>$50/hr up to $12,500</td>
<td>7/1/14 – 6/30/15</td>
</tr>
<tr>
<td>Mustardseed Cultural &amp; Environmental Services, LLC</td>
<td>OSHA / EHS training services program</td>
<td>$50/hr up to $10,000</td>
<td>7/1/14 – 6/30/15</td>
</tr>
<tr>
<td>Purvis Human Resources Consulting, LLC</td>
<td>hiring support activities</td>
<td>$60,000</td>
<td>6/9/14 – 12/31/14</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 service agreements for and on behalf of Metropolitan Community College and that such contracted service agreements shall be incorporated by reference to this resolution and made a part of the files of the District.