1. General Functions

1.1 The meeting was called to order by Vice President Mariann Tow at 12:10 p.m. President David Disney joined the meeting after the consent agenda was approved. He then conducted the remainder of the meeting. The meeting was held at the MCC Administrative Center, 3200 Broadway, Kansas City, Missouri.

1.2 Roll Call

Present: Richard C. Tolbert, Trustee

Mark S. James, Chancellor

Present telephonically:
David L. Disney, President
Mariann Tow, Vice President
Robert H. Martin, Trustee
Trent M. Skaggs, Trustee
Christopher R. Whiting, Trustee

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.

The consent agenda for July 11, 2013 was approved.

Motion carried by the following vote:

AYES: Trustees Martin, 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 June 13, 2013.
Board of Trustees  
Minutes, July 11, 2013  
Page 2

*1.5.3 **WORK SESSION AUGUST 15, 2013**  
The Board of Trustees approved the August 15, 2013 work session to be held at 5:30 p.m. at the MCC-Administrative Center, Kansas City, Missouri.

*1.5.4 **REGULAR BOARD MEETING SCHEDULE FOR 2014**  
The Board of Trustees approved the regular Board meeting schedule for 2014. The schedule is on page 8.

*1.5.5 **BOARD OF TRUSTEES ABSENCE**  
The Board excused the absence of Christopher R. Whiting from the June 13, 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 11.

*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 13.

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

*2.4 **BIENNIAL ADOPTION OF BP 2.25010 CONFLICT OF INTEREST/CODE OF ETHICS**  
The Board of Trustees approved the readoption of Board Policy 2.25010 Conflict of Interest/Code of Ethics. The resolution and policy are on pages 18-21.

2.5 **BOARD POLICY-ADOPTION**  
The Board of Trustees adopted a resolution approving new Board Policy 3.25091 Free Speech. The resolution and Board Policy may be found on pages 23-25.

   Motion carried by the following vote:

   AYES: Trustees Disney, Martin, 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 pages 27-33.
4. Business and Finance

4.1 BIDS
It was moved by Trustee Tow and seconded by Trustee Martin that the Board of Trustees adopt a resolution approving the lowest acceptable bids meeting specifications. The resolution and bids are on pages 35-38.

Motion carried by the following vote:

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

4.2 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 41.

Motion carried by the following vote:

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

4.3 LIMITED SCOPE AGREEMENTS: ARCHITECTURAL AND ENGINEERING SERVICES
It was moved by Trustee Martin and seconded by Trustee Tow that the Board of Trustees adopt a resolution approving firms for professional architectural and engineering/consulting services for projects of limited scope as identified in the resolution on page 43.

Motion carried by the following vote:

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

*4.4 SOLE SOURCE PURCHASES/ CONTRACT PURCHASES
The Board of Trustees approved the sole source and contract purchases listed on page 44.

*4.5 SURPLUS PROPERTY
The Board of Trustees declared the items listed on page 45 as surplus and approved that they may be sold.

*4.6 INTERCOLLEGIATE ATHLETIC INSURANCE
The Board of Trustees approved the insurance policies with the carriers listed in the resolution on page 48.
*4.7  **JOB RETENTION TRAINING PROGRAM: GENERAL MILLS, LLC SERIES 2013**
The Board of Trustees approved a Retained Jobs Training Project as detailed in the resolution on pages 50-52.

4.8  **ADVANCE REFUNDING OF OUTSTANDING BOND CERTIFICATES**
After discussion and a request for additional information the Board of Trustees tabled this agenda item. The background may be found on page 53.

5.  Physical Facilities

*5.1  **CHANGE ORDER – PIONEER HEAT PUMPS**
The Board of Trustees approved a change order as detailed in the resolution which may be found on page 57.

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 59-60.

*6.2  **CLIENT AGREEMENTS**
The Board of Trustees approved the client agreements listed in the resolution on page 62.

*6.3  **CONTRACTED SERVICES AGREEMENTS**
The Board of Trustees approved the contracted services agreements listed in the resolution on page 64.

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

12.1  The meeting was adjourned 12:44 p.m.

Date Approved,  Respectfully submitted,
8/15/13

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

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 11, 2013
ITEM & FILE NO.: 1.5.1

SUBJECT: Consent Agenda
CATEGORY: Board of Trustee Business

REASON FOR BOARD CONSIDERATION:

- APPROVAL
- 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 July 11, 2013.

INITIATOR: Mark S. James
BOARD ACTION DATE: July 11, 2013
EFFECTIVE DATE: July 11, 2013
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 11, 2013</th>
</tr>
</thead>
<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></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 June 13, 2013 are submitted for approval.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees approve the minutes of June 13, 2013.

<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 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 11, 2013
ITEM & FILE NO.: 1.5.3

SUBJECT: *Work Session
CATEGORY: Board of Trustee Business

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

BACKGROUND:

A work session of the Board of Trustees will be held August 15, 2013, at 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 August 15, 2013 work session.

INITIATOR: Mark S. James
BOARD ACTION DATE: July 11, 2013
EFFECTIVE DATE: July 11, 2013
AGENDA ITEM BACKGROUND

<table>
<thead>
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<th>TO:</th>
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<th>DATE: July 11, 2013</th>
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</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 1.5.4</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Regular Board Meeting Schedule for 2014</td>
<td>CATEGORY: Board of Trustee Business</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td>☑ APPROVAL</td>
<td>ENCLOSURE(S): 2012 Schedule</td>
</tr>
<tr>
<td></td>
<td>☐ ACCEPTANCE</td>
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<td></td>
<td>☐ INFORMATION</td>
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</table>

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 schedule of meetings for 2014 has been established using the criteria approved at the May 15, 2012 organizational meeting. 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 2014 meeting will be held on Tuesday, May 13, 2014 so as not to conflict with the MCC Commencement ceremony and the September meeting is 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 2014 regular meeting schedule of the Board of Trustees.

<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 11, 2013</td>
<td>July 11, 2013</td>
</tr>
<tr>
<td>Board Meeting Dates</td>
<td>Pre-Board Packets Delivered to Board</td>
<td>Location</td>
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<tr>
<td>---------------------</td>
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<td>----------</td>
</tr>
<tr>
<td>January 16</td>
<td>AC</td>
<td>AC</td>
</tr>
<tr>
<td>February 13</td>
<td>AC</td>
<td>AC</td>
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<tr>
<td>March 13</td>
<td>BTC</td>
<td>AC</td>
</tr>
<tr>
<td>April 17</td>
<td>AC</td>
<td>AC</td>
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<tr>
<td>May 13</td>
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<td>June 12</td>
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<td>July 17</td>
<td>AC</td>
<td>AC</td>
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<td>August 14</td>
<td>LV</td>
<td>AC</td>
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<td>September 25</td>
<td>AC</td>
<td>AC</td>
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<td>October 16</td>
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<td>December 11</td>
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<table>
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<th>Board Meeting Dates</th>
<th>Agenda Sheets Returned</th>
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<td>January 10</td>
<td>January 3</td>
<td>AC</td>
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<td>February 7</td>
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<td>March 7</td>
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<td>August 8</td>
<td>August 29</td>
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<tr>
<td>September 19</td>
<td>September 9</td>
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<tr>
<td>October 10</td>
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<td>December 5</td>
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<th>Board Meeting Dates</th>
<th>Agenda Sheets Distributed</th>
<th>Location</th>
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<tbody>
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<td>January 21</td>
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<td>September 22</td>
<td>September 30</td>
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</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES  DATE: July 11, 2013
FROM: CHANCELLOR  ITEM & FILE NO.: 1.5.5
SUBJECT: *Board of Trustees Absence  CATEGORY: Board of Trustee Business

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

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:

Christopher R. Whiting – June 13, 2013

RECOMMENDATION:

Christopher R. Whiting be excused from attending the June 13, 2013 Board of Trustees meeting.

INITIATOR:  BOARD ACTION DATE:  EFFECTIVE DATE:

July 11, 2013  July 11, 2013
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 11, 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.

Lee’s Summit Arts Council – Annual Literary Festival – MCC-LV – Funding would go toward presenter fees. The amount requested is $1,000 with the grant period of July 1, 2013 - June 30, 2014. No match is required.

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

INITIATOR:
Tuesday L. Stanley

BOARD ACTION DATE: July 11, 2013
EFFECTIVE DATE: July 11, 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>
</tr>
</thead>
<tbody>
<tr>
<td>Literary Festival MCC-Longview</td>
<td>$1,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lee's Summit Arts Council: July 1, 2013 - June 30, 2014</td>
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**AGENDA ITEM BACKGROUND**

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<th>TO:</th>
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<th>DATE: July 11, 2013</th>
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<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 2.2</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Acceptance of 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): Resolution</td>
</tr>
</tbody>
</table>

**BACKGROUND:**

The applications for funds from the external sources cited below have been approved by the agencies indicated.

**Missouri Humanities Council – Storytelling – MCC-MW:** Funding supports the general activities of the annual Storytelling Celebration that culminates in a four-day event each November. The grant award is $5,000 with the grant period of July 1, 2013 - June 30, 2014. No match is required.

**Missouri Department of Higher Education – Default Prevention – MCC-KC:** The District has been awarded a continuance grant of $25,000 to partially fund the salary and benefits of the Default Prevention coordinator who supports students throughout the student loan lifecycle. MCC's U.S. Department of Education Cohort Default Rate will be positively affected. The grant period is July 1, 2013 - June 30, 2014. A MCC match of approximately $50,124 is required to fund remaining salary and benefits.

**Mid-America Regional Council: EnergyWorks KC – MCC-KC IWI:** No-cost extension. MCC has been a subrecipient to Mid-America Regional Council since March 2012 providing deconstruction training to 65 participants. The City of Kansas City, Missouri received a $20,000,000 American Recovery and Reinvestment Act grant from the U.S. Department of Energy to transform the energy retrofit market throughout the City. MARC is under contract with the City to support aspects of the overall grant. MCC was awarded $235,000 with a term of March 1, 2012 – June 30, 2012. The no-cost extension now effects a term of March 1, 2012 – August 31, 2013.

**RECOMMENDATION:**

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

<table>
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<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
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<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
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</table>
RESOLUTION

WHEREAS, the Board of Trustees of The Junior College District of Metropolitan Kansas City, Missouri has approved the submission of applications for funds from external sources 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>Cash</td>
<td>In-Kind</td>
<td></td>
</tr>
<tr>
<td>Storytelling – MCC-Maple Woods</td>
<td>$5,000</td>
<td>$0</td>
<td>Missouri Humanities Council: July 1, 2013 – June 30, 2014</td>
</tr>
<tr>
<td>Default Prevention – MCC-Districtwide</td>
<td>$25,000</td>
<td>$0</td>
<td>Missouri Department of Higher Education: July 1, 2013 – June 30, 2014</td>
</tr>
<tr>
<td>EnergyWorks KC – MCC-KC/IWI</td>
<td>No-cost extension</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

NOW, THEREFORE, BE IT RESOLVED, that funding from these external sources is accepted;

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 agencies for acceptance of funds.
AGENDA ITEM BACKGROUND

**TO:** BOARD OF TRUSTEES  
**FROM:** CHANCELLOR  
**DATE:** July 11, 2013  
**ITEM & FILE NO.:** 2.3  
**CATEGORY:** Administration  
**REASON FOR BOARD CONSIDERATION:**  
☐ APPROVAL  
☐ ACCEPTANCE  
☐ INFORMATION  
**ENCLOSURE(S):** Resolution

**BACKGROUND:**

MCC routinely enters into contracts, as a contractor, with local agencies to provide services for which they receive grant funds. The agencies below have requested that MCC provide contracted services.

**Mid-America Regional Council: EnergyWorks KC – MCC-KC IWI:** MCC has been a subrecipient to Mid-America Regional Council since March 2012 providing deconstruction training to 65 participants. The City of Kansas City, Missouri received a $20,000,000 American Recovery and Reinvestment Act grant from the U.S. Department of Energy to transform the energy retrofit market throughout the City. MARC is under contract with the City to support aspects of the overall grant. MCC was awarded $235,000 with a term of March 1, 2012 – June 30, 2012 with a recent no-cost extension with effective dates of March 1, 2012 – August 31, 2013. MCC has contracted with several companies to carry out training and other grant related activities.

**Building Materials Reuse Association (BMRA):** The BMRA has an existing Deconstruction textbook but had not developed lesson plans and other instructional tools. Using EnergyWorks KC grant funds, MCC-IWI instructional specialists created lesson plans and tests/assessments. BMRA has now established a Deconstruction Training Program in the Kansas City region. MCC will be reimbursed $53,000 from grant funds for these services which will be completed by July 31, 2013.

**RECOMMENDATION:**
The Chancellor recommends that the Board of Trustees adopt the resolution approving grant related contracts.

**INITIATOR:** Tuesday L. Stanley  
**BOARD ACTION DATE:** July 11, 2013  
**EFFECTIVE DATE:** July 11, 2013
Green Works in City Kansas: Green Works instructs youth in environmental remediation and places them into summer internships around the Kansas City area. MCC is contracting with Green Works whereby grant funds will be used to pay the student intern salaries during Summer 2013. The amount reimbursable to Green Works shall not exceed $14,440. The term of the agreement is May 15, 2013 – August 31, 2013.

Kansas City Kansas Community College (KCKCC): Also an EnergyWorks KC subrecipient, KCKCC will be the host site for Building Materials Reuse Association (BMRA) Regional Deconstruction training. Because MCC used some grant funds for BRMA curriculum development, MCC will receive $750 for each Deconstruction class in which MCC refers any participants. The agreement is in effect from April 15, 2013 until terminated upon mutual consent by either party.

University of Missouri – Youth Development Credentialing: MCC-Penn Valley (Francis Institute). The University receives funds from the State to provide training and technical assistance to before and after-school program sites during Summer 2013. MCC is contracting to provide curriculum based on core competencies to assist students in the successful completion of the Missouri Youth Development Credential (YDC). The University of Missouri will pay MCC $55,500. The contract term is December 1, 2012 – December 31, 2013.

ACT, Inc. MoManufacuringWINs: MCC-Districtwide. WorkKeys, an ACT product, is used to assess and remediate grant participants throughout their basic and technical training. Grant funds will cover all WorkKeys associated costs. The term of the ACT contract is July 1, 2013 – ongoing until terminated.
RESOLUTION

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

WHEREAS, agreements have been negotiated with the following agencies and organizations;

<table>
<thead>
<tr>
<th>Contracting Agency</th>
<th>Amount</th>
<th>Funding Source &amp; Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas City Kansas Community College – Energy Works KC Grant</td>
<td>$750 per course</td>
<td>Mid-America Regional Council/U.S. Department of Energy: April 15, 2013 – ongoing until terminated</td>
</tr>
<tr>
<td>Youth Development Credentialing – MCC-Penn Valley: Francis Institute</td>
<td>$55,500</td>
<td>University of Missouri: December 1, 2012-December 31, 2013</td>
</tr>
<tr>
<td>MoManufacturing WINs Credentialing – MCC-Districtwide</td>
<td>Varies per assessment text</td>
<td>U.S. Department of Labor: July 1, 2013 – ongoing until terminated</td>
</tr>
</tbody>
</table>

NOW, THEREFORE, BE IT RESOLVED, that funding from these external sources are accepted; and

BE IT FINALLY RESOLVED, that the Board of Trustees hereby approves the foregoing contracts and that the proper officers of the Board and District are authorized to execute said agreements for and on behalf of The Junior College District of Metropolitan Kansas City, Missouri.
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 11, 2013
ITEM & FILE NO.: 2.4

SUBJECT: *Biennial Adoption of BP 2.25010
Conflict of Interest/Code of Ethics

CATEGORY: Administration

REASON FOR BOARD CONSIDERATION:

☐ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION

ENCLOSURE(S)
Resolution
Board Policy

BACKGROUND:

Pursuant to legislation enacted by the Missouri General Assembly, in September of 1991, the Board of Trustees adopted a resolution approving the District’s Conflict of Interest/Code of Ethics policy, 2.25010 BP. As permitted by the law, the Board Policy provides for an abbreviated financial disclosure report. To continue to utilize the abbreviated disclosure report form, the political subdivision must biennially adopt a resolution approving the abbreviated disclosure report.

In accordance with this policy, the Board of Trustees, the chancellor, the officers of the District, the chief purchasing agent, the chief of staff, the secretary and alternate secretary of the Board of Trustees have submitted the required reports, with the last such reports having been filed with the Missouri Ethics Commission and the secretary of the Board prior to May 1, 2012 for the 2011 calendar year and prior to May 1, 2013 for the 2012 calendar year.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt the resolution effectively continuing the existing Board Policy on Conflict of Interest/Code of Ethics.

INITIATOR: Mark S. James
BOARD ACTION DATE: July 11, 2013
EFFECTIVE DATE: July 11, 2013
RESOLUTION

WHEREAS, the policy attached hereto has been presented to the Board of Trustees for action and its passage by the Board recommended by the Chancellor; and

WHEREAS, the policy requires that the Decision Making Public Servants of the District submit disclosure reports to the Missouri Ethics Commission to reflect the signature authority granted to them by the Board;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of The Junior College District of Metropolitan Kansas City, Missouri, that the Board policy for Conflict of Interest/Code of Ethics be readopted; and

BE IT FURTHER RESOLVED, that the policy, as incorporated herein, remain a part of the files of the District;
CONFLICT OF INTEREST/CODE OF ETHICS

2.25010 BP

The proper operation of the district requires that trustees and employees be independent, impartial and responsible to the people; that the decisions and policy be made in the proper channels of the governance structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its elected officials and employees. In recognition of these goals, this policy for disclosure by officials and employees of the district has been developed.

I. Conflicts of Interest

A. All trustees and employees of the district must comply with section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.

B. Any trustee of the district who has a substantial, personal or private interest in any measure, contract, order, policy or regulation proposed or pending before the trustees must disclose that interest to the secretary of the board and such disclosure shall be recorded in the minutes of the board. Substantial, personal or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity; or (2) an interest having a value of $10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of $5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

II. Disclosure Reports

Each trustee, the Chancellor, the officers, and the chief purchasing agent shall disclose the following information by May 1 if any such transactions occurred during the previous calendar year:

A. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the district other than compensation received as an employee or payment of any tax, fee or penalty due to the district, and other than transfers for no consideration to the district.
B. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the district, other than payment of any tax, fee or penalty due to the district or transactions involving payment for providing utility service to the district and other than transfers for no consideration to the district.

C. The chancellor and the chief purchasing agent also shall disclose by May 1 for the previous calendar year the following information:

1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;

2. The name and address of each sole proprietorship that he/she owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he/she was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;

3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

III. Filing of Reports

A. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;

1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the board may supplement the financial interest
statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.

2. Each person appointed to an office provided for in Section II shall file the statement within thirty days of such appointment or employment;

B. Financial disclosure reports giving the financial information required in Section II shall be filed with the board and with the secretary of state prior to January 1, 1993. After January 1, 1993, reports shall be filed with the board and the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

IV. Filing of This Policy

A certified copy of this policy adopted prior to September 15th, shall be sent within ten days of its adoption to the secretary of state's office. A certified copy of any revision of this policy adopted on or after January 1, 1993, shall be sent to the Missouri Ethics Commission within ten days of its adoption.

Adopted: Board of Trustees
March 13, 1975

Revised: September 12, 1991
Readopted: August 19, 1993
Readopted: August 18, 1994
Readopted: September 14, 1995
Readopted: August 28, 1997
Readopted: August 26, 1999
Readopted: August 23, 2001
Readopted: August 21, 2003
Readopted: August 25, 2005
(Editorial Corrections 7/11/06)
Readopted: July 12, 2007
Readopted: August 27, 2009
Readopted: August 11, 2011
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
SUBJECT: *Board Policy – Adoption

DATE: July 11, 2013
ITEM & FILE NO.: 2.5
CATEGORY: Administration
ENCLOSURE(S): Board Policy Resolution

REASON FOR BOARD CONSIDERATION:
☐ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION

BACKGROUND:

The Chancellor has undertaken as an ongoing project, the compiling, revising, and updating of the total system of District Policies and Procedures. This proposed policy was developed by the Chancellor’s Policy Review Committee, which includes representatives of the shared governance groups, was successfully lodged with the Chancellor’s Cabinet, and was lodged with the Board of Trustees on June 13, 2013.

Adopt 3.25091 Free Speech

Approve

It is recommended that this new Board Policy be adopted.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees approve the proposed adoption of Board Policy 3.25091.

INITIATOR: Mark S. James
BOARD ACTION DATE: July 11, 2013
EFFECTIVE DATE: July 11, 2013
RESOLUTION

WHEREAS, the Board of Trustees believes it is in the best interest of the District to adopt a policy on Free Speech in order to provide a definitive statement on individual and institutional rights and responsibilities pertaining to freedom of speech in the District;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Junior College District of Metropolitan Kansas City, Missouri, that the Board policy Free Speech be adopted; and

BE IT FURTHER RESOLVED, that the policy, as incorporated herein, be made a part of the files of the District.
METROPOLITAN COMMUNITY COLLEGE

BOARD POLICY

3.25091 BP

FREE SPEECH

3.25091 BP

Metropolitan Community College (the college) recognizes and supports the rights of free speech and academic freedom. It is the purpose of these guidelines to inform members of the college community and the public of the manner they can participate in protected speech while recognizing the college’s obligation to provide a safe and effective learning environment.

Those wishing to exercise their free speech rights may do so within the following parameters of time, place, and manner as set out below. The exercise of free speech, not to include advertising or solicitation of for-profit products and services, may take place in traditional campus public forums, such as green space, sidewalks, or other common areas.

Individuals who engage in activities that violate this procedure shall be subject to disciplinary action and/or subject to the control of college police and/or public authorities.

I. Process

A. Any college-affiliated individual or group interested in distributing leaflets or speaking on campus grounds must schedule their event through the College. Non-college affiliated groups should submit their request to the office of the campus president. For scheduling purposes, the requestor should provide reasonable notice to ensure safety and preserve the educational environment from disruption. The requestor’s name and contact information must be provided to the college prior to distribution of leaflets or speech activities.

B. No one may interfere with, block, or impede the normal access, ingress, or egress to or from any building or portion of one, including walkways that connect such buildings.

C. No one may engage in any activity that endangers personal safety and/or that results in damage to personal or college property.

D. No one may interfere with or disrupt normal college business, classes, or any organized and authorized college activity inside or outside a campus building.
E. No one may interfere with the ability of vehicles to enter or exit a roadway or with the normal flow of vehicular traffic.

F. No one may hand leaflets or materials that are not wanted and all individuals participating must stay within designated areas.

G. No one may leave leaflets around campus offices, lounges, or classrooms or on car windshields or tables or in bathrooms or stairwells. Leaflets may be given directly to students or in approved designated areas.

H. The use of amplified sound may be used unless disruptions occur due to close proximity to classrooms, labs, library, and offices.

I. In the event of a demonstration in support of or in opposition to a campus speaker or program, displaying a sign (without sticks or poles), wearing clothing conveying a message, gesturing, standing, or otherwise protesting noiselessly is acceptable unless the protest interferes with the audience's view, physically prevents the audience from paying attention to the speaker, or impairs the ingress or egress of a building or parking lot.

J. In support of a clean and safe campus, the college will require individuals and sponsoring organizations to restore affected areas to their original form. All debris must be removed at the conclusion of the event; if not, a charge will be assessed to the group.

CPRC August 28, 2012  
CPRC September 11, 2012  
CPRC October 9, 2012  
CPRC November 26, 2012  
CPRC December 11, 1012  
CPRC January 8, 2013  
CPRC March, 19, 2013  
CPRC April 13, 2013

*Reference Academic Freedom 6.15010 BP*
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 3.1</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Professional Personnel Recommendations</td>
<td>CATEGORY: Personnel</td>
</tr>
</tbody>
</table>

<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></td>
<td></td>
<td></td>
<td>Professional Personnel Recommendations</td>
</tr>
</tbody>
</table>

BACKGROUND:

The following summary highlights the personnel recommendations for the month:

A. Faculty – Non-Probationary – Revised
B. Faculty - Probationary - Revised
C. Special Contract Faculty – New
D. Special Contract Faculty - Returning
E. Professional Regular Retirement
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.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
</tr>
<tr>
<td>Name</td>
<td>Borys, Nelson F.</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>--------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Anticipated Location</strong></td>
<td>Longview</td>
<td></td>
</tr>
<tr>
<td><strong>Salary Range</strong></td>
<td>IV</td>
<td></td>
</tr>
<tr>
<td><strong>Effective Date</strong></td>
<td>08/19/2013</td>
<td></td>
</tr>
<tr>
<td><strong>Length of Contract</strong></td>
<td>170 duty days</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Prochaska, Amy L.</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>-------------------</td>
<td></td>
</tr>
<tr>
<td>Anticipated</td>
<td>Longview</td>
<td></td>
</tr>
<tr>
<td>Location</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position</th>
<th>English Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length of Contract</td>
<td>170 duty days</td>
</tr>
<tr>
<td>Effective Date</td>
<td>08/19/2013</td>
</tr>
<tr>
<td>Salary Range</td>
<td>III</td>
</tr>
</tbody>
</table>

**B. FACULTY PROBATIONARY - REVISED**
<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>Dumler, Robert R.</td>
<td>Business and Technology</td>
<td>Engineering Technology Instructor</td>
<td>208 duty days</td>
<td>07/08/2013</td>
<td>III</td>
</tr>
<tr>
<td>Hamilton, Alexander R.</td>
<td>Business and Technology</td>
<td>Computer Science Instructor</td>
<td>190 duty days</td>
<td>07/01/2013</td>
<td>II</td>
</tr>
<tr>
<td>Koch, Elisabeth L.</td>
<td>Penn Valley - HSI</td>
<td>Occupational Therapist Assistant Instructor</td>
<td>185 duty days</td>
<td>08/05/2013</td>
<td>III</td>
</tr>
<tr>
<td>Pons-Sepsis, Angela A.</td>
<td>Penn Valley - HSI</td>
<td>Health Clinical Coordinator</td>
<td>5 duty days</td>
<td>06/24/2013</td>
<td>III</td>
</tr>
</tbody>
</table>
Dumler, Robert R., Lee’s Summit, Missouri earned a Bachelor of Science degree in Photography; a Master of Science in Technology Education; and an Education Specialist degree in Administration / Secondary School Principalship from University of Central Missouri, Warrensburg, Missouri in 1997, 2009 and 2012 respectively. Mr. Dumler worked as full-time industrial technology instructor for Lee’s Summit R-7 School District, Lee’s Summit, Missouri from 2000 to 2010; as full-time industrial technology instructor for Afrikan Centered Education Colligium Campus, Kansas City, Missouri from 2011 to 2012; as full-time industrial technology instructor for Leeton R-X School District, Leeton, Missouri from 2012 to 2013; and as part-time faculty for Metropolitan Community College, Kansas City, Missouri from 2010 to 2013.

Hamilton, Alexander R., Raytown, Missouri earned an Associates of Science degree in Computer Science and Information Systems from Metropolitan Community College, Kansas City, Missouri in 2010; and a Bachelor of Science degree in Computer Information Systems from University of Central Missouri, Warrensburg, Missouri in 2013. Mr. Hamilton worked as part-time network consultant for Bayer Crop Science, Kansas City, Missouri from 2011 to 2013; and as part-time faculty for Metropolitan Community College, Kansas City, Missouri from 2007 to 2013.

Koch, Elisabeth L., Kansas City, Missouri earned a Bachelor of Arts degree in General Theatre from University of Missouri – Kansas City, Kansas City, Missouri in 1987; and a Master of Occupational Therapy degree from Rockhurst University, Kansas City, Missouri in 1997. Ms. Koch worked as full-time occupational therapist for The Rehabilitation Institute of Kansas City, Kansas City, Missouri from 1997 to 2013.

Pons–Sepsis, Angela A., Overland Park, Kansas earned a Bachelor of Science degree in Nursing from University of Kansas, Lawrence, Kansas in 1988; and a Master of Science degree in Nursing from University of Mary, Bismarck, North Dakota in 2008. Ms. Pons-Sepsis worked as full-time program coordinator for Truman Medical Center, Kansas City, Missouri from 2001 to 2006; as full-time assistant professor for University of Saint Mary, Leavenworth, Kansas in 2013; as full-time registered nurse for Saint Luke’s Health System – South, Overland Park, Kansas from 2011 to 2013; as part-time adjunct instructor for Mid America Nazarene University, Olathe, Kansas from 2006 to 2007; as part-time adjunct instructor, and as graduate nursing assistant program coordinator & assistant for University of Mary, Kansas City, Missouri from 2008 to 2013 and 2011 to 2012 respectively.
<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>Pons-Sepsis, Angela A.</td>
<td>Penn Valley - HSI</td>
<td>Health Clinical Coordinator</td>
<td>224 duty days</td>
<td>07/01/2013</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>
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<td>----------------------------------------------------</td>
<td>-------------------</td>
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<td></td>
</tr>
<tr>
<td>Mondschein, Elaine B.</td>
<td>Penn Valley</td>
<td>Performance Director - Workforce Development</td>
<td>3 years</td>
<td>6/30/2013</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Mikolajic, John J.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>Speech Instructor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location</td>
<td>Longview</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Length of Service</td>
<td>1 year</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Effective Date</td>
<td>05/31/2013</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 11, 2013
ITEM & FILE NO.: 4.1

SUBJECT: Bids: 6943, 6946, 6947
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>6943</td>
<td>Print Shop Supplies</td>
<td>BTC</td>
<td>General</td>
</tr>
<tr>
<td>6946</td>
<td>Telecommunications Supplies</td>
<td>Districtwide</td>
<td>General</td>
</tr>
<tr>
<td>6947</td>
<td>Storage Management License</td>
<td>AC</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: Tuesday L. Stanley
BOARD ACTION DATE: July 11, 2013
EFFECTIVE DATE: July 11, 2013
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 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>Print Shop Supplies</td>
<td>6943</td>
<td>Chameleon Solutions</td>
<td>$12,500.00</td>
</tr>
<tr>
<td>BTC</td>
<td></td>
<td>Blue Springs, MO</td>
<td></td>
</tr>
<tr>
<td>Telecommunications Supplies Districtwide</td>
<td>6946</td>
<td>Anixter</td>
<td>$34,107.60</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lenexa, KS</td>
<td></td>
</tr>
<tr>
<td>Storage Management License AC</td>
<td>6947</td>
<td>CDW-G</td>
<td>$20,441.50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chicago, IL</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 - 6943 - Print Shop Supplies
Source of Funding - General Fund
Total Amount of Bid Award - $12,500.00
Number of Bids Sent to Companies - 23

Award based on the cost of 32 regularly-purchased items at estimated FY 13 quantities

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chameleon Solutions</td>
<td>Blue Springs, MO</td>
<td>$12,500.00</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
- Bay Press Services, Hayward, CA
- Black Chamber of Commerce, Kansas City, MO
- Black Economic Union, Kansas City, MO
- Enovation Graphics, Kansas City, MO
- Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
- KB Litho Supply, Kansas City, MO
- MBconnect.com, Overland Park, KS
- Mid-America Minority Supplier Development Council, Kansas City, MO
- Miller Cooper, Merriam, KS
- NexPress, Rochester, NY
- PressTek, Kansas City, KS
- Print & Finishing Equipment, Maple Hill, KS
- Printers Parts Superstore, Mooresville, NC
- Printer's Repair Parts, Franklin Park, IL
- 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
- Xpedx, Olathe, 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 RECOMMENDATIONS
For Items Over $10,000

Bid Request Number - 6946 - Telecommunications Supplies
Source of Funding - General Fund
Total Amount of Bid Award - $34,107.60
Number of Bids Sent to Companies - 29

Award based on the cost of 212 regularly-purchased items at estimated FY 13 quantities

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anixter Synergy Telcom Inc.</td>
<td>Lenexa, KS</td>
<td>$34,107.60</td>
</tr>
<tr>
<td>SMC Electric</td>
<td>Indianapolis, IN</td>
<td>IC</td>
</tr>
<tr>
<td></td>
<td>Belton, MO</td>
<td>IC</td>
</tr>
</tbody>
</table>

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

Accu-Tech Corporation, Lenexa, KS
All American Cabling, Chesterfield, MO
American Fiber & Cabling, LLC, Shawnee Mission, KS
American Indian Enterprise & Business Council, Kansas City, MO
American Telephone, Inc., Mission, KS
AmerTel, Northridge, CA
Asian American Chamber of Commerce of Kansas City, Overland Park, KS
Barts Electric Company, Pleasant Valley, MO
Black Chamber of Commerce, Kansas City, MO
Black Economic Union, Kansas City, MO
Communications & Electrical Supplies, Inc., Neosho, MO
Control Electric, Kansas City, MO
Electronics Supply Company, Kansas City, MO
Grainger, Kansas City, MO
Graybar Electric, Kansas City, MO
Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
Kansas City Electrical Supply, Kansas City, MO
MBEconnect.com, Overland Park, KS
Mid-America Minority Supplier Development Council, Kansas City, MO
Network Integration Services, Olathe, KS
TCS, Mission, KS
True Broadband Network, Kansas City, MO
US SBA, Kansas City, MO
Wachter Electric Company, Lenexa, KS
Western Extralite Company, Kansas City, MO
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
IC=Incomplete Bid
BID RECOMMENDATIONS
For Items Over $10,000

Bid Request Number - 6947 - Storage Management License
Source of Funding - General Fund
Total Amount of Bid Award - $20,441.50
Number of Bids Sent to Companies - 19

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Location</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDW-G Zones, Inc.</td>
<td>Chicago, IL</td>
<td>$20,441.50 a</td>
</tr>
<tr>
<td></td>
<td>Auburn, WA</td>
<td>22,298.30</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 Chamber of Commerce, Kansas City, MO
- Black Economic Union, Kansas City, MO
- Champion Computer Technology, Beachwood, OH
- CounterTrade Product, Arvada, CO
- Eagle Software, Salina, KS
- Hispanic Chamber of Commerce of Greater Kansas City, Kansas City, MO
- Insight, Overland Park, KS
- MBEnnect.com, Overland Park, KS
- Mid-America Minority Supplier Development Council, Kansas City, MO
- Missouri Office Systems, Kansas City, MO
- Multiwave, Walnut, CA
- Southern Computer Warehouse, Marietta, GA
- Technology Group Solutions, Overland, Park, KS
- US SBA, Kansas City, MO
- World Wide Technology, Inc.

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

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 4.2</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>General Agreements</td>
<td>CATEGORY: Business and Finance</td>
</tr>
</tbody>
</table>

<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></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

BACKGROUND:

MCC administration has approved entering into the following agreements:

Grapevine Designs, Promo Depot, T-Shirt King, Inc., Top Promotions, Overture: MCC will separately contract with these five vendors to provide promotional items and apparel consistent with MCC’s image for bookstore resale and departmental orders. RFP#6936 was issued on May 30, 2013 and distributed to forty companies. Nine companies responded and five vendors were selected on the basis of quality of products and company customer service programs and procedures. MCC plans an annual expenditure of $150,000 for orders to be divided among the five vendors. The three-year duration of services begins August 1, 2013 and ends July 31, 2016, with an option for two one-year renewals.

Unisource Document Products: MCC will contract with Unisource Document Products for a comprehensive and independent survey of MCC’s current document production infrastructure. On May 7, 2013, RFP #6937 was issued and distributed to 18 companies with the capability to analyze copier, printer, scanner and fax machine utilization. Proposals were received from 4 of the companies. The proposals were evaluated based on qualifications and reporting capabilities. The selection committee selected Unisource Document Products based on competitive presentations by two selected companies. MCC will pay Unisource up to $18,900. Services will begin on August 1, 2013 and end on October 31, 2013.

RECOMMENDATION:

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

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
Linda Washburn/Coordinator for the Career Education Consortium: MCC wishes to renew its contract with Linda Washburn, as coordinator of the Career Education Consortium, a collaborative partnership between MCC and six (6) school districts within the Kansas City metropolitan area: Center, Grandview, Hickman Mills, Independence, Lee’s Summit, and Raytown. Ms. Washburn will coordinate Consortium activities including program improvement, curriculum, instruction, and professional development activities to advance the mission of providing all students with information about, access to, and preparation for quality career opportunities. MCC is responsible for one-seventh (1/7) of the total salary of $70,982.16, and expenses. The duration of the Agreement is July 1, 2013 to June 30, 2014.
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 Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grapevine Designs</td>
<td>Provide promotional items and apparel - Bid #6936</td>
<td>$150,000 per year among 5 vendors</td>
<td>08/01/13-07/31/16, with option for two one-year renewals</td>
</tr>
<tr>
<td>Promo Depot</td>
<td>Provide promotional items and apparel - Bid #6936</td>
<td>$150,000 per year among 5 vendors</td>
<td>08/01/13-07/31/16, with option for two one-year renewals</td>
</tr>
<tr>
<td>T-Shirt King, Inc.</td>
<td>Provide promotional items and apparel - Bid #6936</td>
<td>$150,000 per year among 5 vendors</td>
<td>08/01/13-07/31/16, with option for two one-year renewals</td>
</tr>
<tr>
<td>Top Promotions</td>
<td>Provide promotional items and apparel - Bid #6936</td>
<td>$150,000 per year among 5 vendors</td>
<td>08/01/13-07/31/16, with option for two one-year renewals</td>
</tr>
<tr>
<td>Overture</td>
<td>Provide promotional items and apparel - Bid #6936</td>
<td>$150,000 per year among 5 vendors</td>
<td>08/01/13-07/31/16, with option for two one-year renewals</td>
</tr>
<tr>
<td>Unisource Document Products</td>
<td>Survey of MCC’s document production Bid #6937</td>
<td>$18,900 (maximum)</td>
<td>08/01/13-10/31/13</td>
</tr>
<tr>
<td>Linda Washburn</td>
<td>Coordinator, Career Education Consortium</td>
<td>$10,140.31 (1/7 of $70,982.16, and 1/7 of expenses)</td>
<td>07/01/13-06/30/14</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

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 4.3</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Limited Scope Agreements: Architectural and Engineering Services</td>
<td>CATEGORY: Physical Facilities</td>
</tr>
</tbody>
</table>

<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></td>
<td></td>
<td></td>
<td>Resolution</td>
</tr>
</tbody>
</table>

BACKGROUND:

Administration regularly requires the services of architectural and engineering firms to assist in the development of plans and specifications for small maintenance and repair projects where the professional fees are less than $10,000. The replacement of building fixtures and equipment, interior renovation, resurfacing of parking lots, renovations of elevators and roof repairs are examples of limited scope projects.

A process for selecting architectural and engineering firms was followed to select firms to assist in projects of limited scope. Proposals were received from fifteen (15) architecture and nineteen (19) engineering/consulting firms. The selection committee consisted of representatives from administration and each MCC campus. The committee recommends that the firms listed in the resolution be approved for potential employment for projects of limited scope during the 2014 fiscal year.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt a resolution approving firms for professional architectural and engineering/consulting services for projects of limited scope.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
RESOLUTION

WHEREAS, Metropolitan Community College requires architectural and engineering/consulting services to assist in the development of plans and specifications for projects of limited scope; and

WHEREAS, administration issued a request for proposals, reviewed proposals from thirty-four (34) architectural and engineering/consulting firms, and recommends that the following firms be approved as potential providers of said services;

Architecture Firms:
ACI Boland Architects
BNIM
Gould Evans
Helix Architecture & Design
HJM Architects
HMN Architects, Inc
HTK Architects
International Architects Atelier
PGAV Peckham Guyton Albers & Viets, Inc.
SFS Architecture
Tevis Architects
The Clark Enersen Partners
Tompkins Architects
Wellner Architects
Williams Spurgeon Kuhl & Freshnock Architects

Engineering Firms:
CFS Engineers
Clark Enersen Partners
Crowley, Wade, Milstead, Inc.
Custom Engineering
Engineering Economics Inc.
FSC, Inc.
Kansas City Testing & Engineering
Lankford & Associates
Malone Finkle Eckhardt & Collins, Inc.
Norton & Schmidt
Occu-tec Inc.
Rooftop Asset Management Services LLD
S&S Engineering Inc
Structural Engineering Associates
Sys-tek
Talinafeero & Browne, Inc.
Terracon
Tier IV Consulting
Wallace Engineering

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that the architectural and engineering firms listed above are hereby approved for District projects requiring the professional services of architects and/or engineers; and

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be and they are hereby authorized to recommend architects and engineers for District projects to the Board for formal contracts after selecting such architects and/or engineers in compliance with the requirements of Sections 8.285 through 8.291, R.S.Mo.
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE:</th>
<th>July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.:</td>
<td>4.4</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>* Sole Source Purchases/Contract Purchases</td>
<td>CATEGORY:</td>
<td>Business and Finance</td>
</tr>
</tbody>
</table>

REASON FOR BOARD CONSIDERATION:

☑ APPROVAL
☑ ACCEPTANCE
☐ INFORMATION
ENCLOSURE(S)

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>$11,917.66</td>
<td>Annual MOBIUS courier delivery</td>
<td>MOBIUS</td>
<td>District wide</td>
</tr>
<tr>
<td>$66,886.60</td>
<td>Annual MOBIUS assessment</td>
<td>MOBIUS</td>
<td>District wide</td>
</tr>
<tr>
<td>$46,900.00</td>
<td>COMPASS Units</td>
<td>ACT</td>
<td>District wide</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>$99,822.80</td>
<td>Wide Area Mowers (2)</td>
<td>John Deere</td>
<td>LV, MW</td>
<td>NJPA</td>
</tr>
<tr>
<td>$13,028.00</td>
<td>Server hardware &amp; support</td>
<td>CDW Government</td>
<td>AC</td>
<td>National IPA</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: July 11, 2013

EFFECTIVE DATE: July 11, 2013
The following items, no longer needed by MCC, are submitted for approval to sell.

**Maple Woods**

Golf Carts (2)
Microscopes (11)

**RECOMMENDATION:**
The Chancellor recommends that the Board of Trustees declare these items as surplus and approve that they may be sold.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES                  DATE: July 11, 2013
FROM: CHANCELLOR                      ITEM & FILE NO.: 4.6
SUBJECT: *Intercollegiate Athletic Insurance

BACKGROUND:

MCC provides basic and catastrophic injury insurance coverage for all MCC intercollegiate athletes, trainers and coaches. The baseball, basketball, cross country, softball, soccer and volleyball teams include approximately 230 players and 12 coaches per year. Carriers selected and approved in 2011 were Bollinger Insurance and First Agency, Inc. Renewal information was received for 2013 from Bollinger Insurance on the basic plan with a $2,000 premium decrease and from First Agency, Inc. for the catastrophic plan with no increase. The plan year for both policies is August 1, 2013 – August 1, 2014. The basic plan is a secondary policy. AON Risk Services, as the policy serving company, receives commissions of 10% and 5% respectively from the premium payments.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees approve the insurance policies with the listed carriers.

INITIATOR:  BOARD ACTION DATE:  EFFECTIVE DATE:
Dr. Tuesday Stanley                      July 11, 2013                      July 11, 2013
MCC administration reviewed the renewal rates and information and recommended to the Chancellor renewal of the following plans.

<table>
<thead>
<tr>
<th>Plan Type</th>
<th>Carrier</th>
<th>Underwriter</th>
<th>Premium</th>
<th>Lines of Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic (secondary)</td>
<td>Bollinger Insurance</td>
<td>Monumental Life</td>
<td>$26,625</td>
<td>• $25,000 maximum per claim</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• AD&amp;D</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Excess medical expense ($25K)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Expended medical</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• HMO/PPO Coordination</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Pre-existing</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• 2 year coverage per claim</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• $500 disappearing deductible</td>
</tr>
<tr>
<td>Catastrophic (excess after basic plan)</td>
<td>First Agency, Inc.</td>
<td>National Union Fire Insurance Company of Pittsburgh</td>
<td>$4,205</td>
<td>• $25,000 deductible</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• $1,000,000 maximum medical expense benefit</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• $500,000 maximum cash benefit</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• 20 year coverage per claim</td>
</tr>
</tbody>
</table>
RESOLUTION

WHEREAS, the Board of Trustees desires to provide athletic insurance coverage to student athletes, trainers and coaches of Metropolitan Community College; and

WHEREAS, acceptable renewal rates were received with administration recommending the following plans:

<table>
<thead>
<tr>
<th>Plan Type</th>
<th>Carrier</th>
<th>Underwriter</th>
<th>Premium</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic (secondary)</td>
<td>Bollinger Insurance</td>
<td>Monumental Life</td>
<td>$26,625</td>
</tr>
<tr>
<td>Catastrophic (excess after basic plan)</td>
<td>First Agency, Inc.</td>
<td>National Union Fire Insurance Company of Pittsburgh</td>
<td>$4,205</td>
</tr>
</tbody>
</table>

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that written agreements be and are hereby approved with Bollinger Insurance and First Agency, Inc.; and

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 The Junior College District of Metropolitan Kansas City, Missouri.
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES  
FROM: CHANCELLOR
DATE: July 11, 2013
ITEM & FILE NO.: 4.7

SUBJECT:
*Job Retention Training Program: General Mills, LLC Series 2013
CATEGORIE:
Business and Finance

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

BACKGROUND:

The attached Resolution approves a Retained Jobs Training Project for General Mills Operations, LLC, to fund costs of training in an amount not to exceed $445,850 on a pay-as-you-go basis. The Resolution authorizes District representatives to finalize and execute the necessary documents in connection with the General Mills Operations, LLC project.

General Mills Operations, LLC operates the third largest flour mill in North America at its facility located at 2917 Guinotte Avenue, Kansas City, Missouri. The facility receives wheat, cleans it, and converts it to flour which is packaged for retail and foodservice markets and distributed nationwide. Bisquick baking mix is also produced at the facility. General Mills Operations, LLC currently employs an average of 148 full-time employees at the facility. 120 total eligible jobs will be retained for this project. The training funds will be devoted to training materials and supplies to increase the technical skill depth of employees that operate, maintain, and troubleshoot processing, packaging, and material handling equipment. The project will also improve communication and interpersonal skills essential for today’s work force. The training will occur at the Kansas City facility and at other training provider locations where applicable.

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

INITIATOR:  
Tuesday L. Stanley

BOARD ACTION DATE:  
July 11, 2013

EFFECTIVE DATE:  
July 11, 2013
RESOLUTION

RESOLUTION DETERMINING ELIGIBILITY OF GENERAL MILLS OPERATIONS, LLC FOR PARTICIPATION IN THE MISSOURI COMMUNITY COLLEGE RETAINED JOBS TRAINING PROGRAM ON A PAY AS YOU GO BASIS IN AN AMOUNT NOT TO EXCEED $445,850, APPROVING A PROGRAM AGREEMENT WITH THE EMPLOYER AND TRUSTEE AND FINDING THAT THE REVENUES PROVIDED IN THE PROGRAM AGREEMENT ARE SUFFICIENT TO SECURE THE FAITHFUL PERFORMANCE OF OBLIGATIONS INCURRED THEREUNDER; AUTHORIZING AND APPROVING CERTAIN DOCUMENTS AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION WITH SUCH PROJECT.

WHEREAS, The Junior College District of Metropolitan Kansas City, Missouri (the "District") is a body corporate and political subdivision of the State of Missouri, organized and existing under the Revised Statutes of Missouri, as amended; and

WHEREAS, the District is authorized pursuant to Sections 178.760 through and including 178.764 of the Revised Statutes of Missouri, as amended (the "Act"), to enter into agreements with employers located within the state to train employees for Retained Jobs (as defined by the Act); and

WHEREAS, General Mills Operations, LLC (the "Employer"), is authorized to conduct business under the laws of the state of Missouri, and has submitted an application to the District to participate in a job training program permitted by the Act; and

WHEREAS, funds are needed to pay the cost of the training, and to purchase equipment, materials and supplies in connection with such training, on a pay as you go basis in an amount not to exceed $445,850, as described in an Application filed by the District and the Employer and approved by the Missouri Department of Economic Development (collectively referred to herein as the "Project"); and

WHEREAS, the Board of Trustees of the District hereby finds and determines that it is desirable and in the best interests of the District that the District approve an agreement to fund the Program Costs of the Project and further finds and determines that it is necessary and desirable in connection with the funding of the Project that the District take certain other actions and approve the execution of certain other documents as herein provided;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Junior College District of Metropolitan Kansas City, Missouri, as follows:

Section 1. Determination of Eligibility and Sufficiency of Revenues. The District hereby determines that the Employer is eligible to participate in the Missouri Community College Retained Jobs Training Program and that the amount of revenues provided pursuant to the Program Agreement (as hereinafter defined) are sufficient in amount to secure the faithful performance of the obligations under the Program Agreement.
Section 2. Approval of Project. The District hereby approves the Project for the purpose of providing funds to pay the costs of the Project on a pay as you go basis not to exceed $445,850.

Section 3. Limited Obligations. The amounts to be funded under the Program Agreement (defined below) shall be limited obligations payable solely from disbursements from the Community College Job Training Fund established pursuant to the Act, subject to appropriations from the State and such other revenues and receipts received by the District pursuant to the herein authorized Program Agreement. The Program Agreement shall not constitute a debt or liability of the District or any political subdivision of the State of Missouri and shall not constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction.

Section 4. Authorization of Documents. The District is hereby authorized to enter into the following agreements (the “Transaction Documents”), in substantially the form presented to and reviewed by the Board of Trustees of the District at this meeting and attached to this Resolution (a copy of which shall be filed in the records of the District), with such changes therein as shall be approved by the officers of the District executing such documents, such officers, signatures thereon being conclusive evidence of their approval thereof.

(a) Program Agreement (the "Program Agreement") among the District, the Employer, and the trustee named therein (the "Trustee"), pursuant to which training services shall be provided to the Employer as permitted by the Act.

Section 5. Execution of Documents. The officers of the District are hereby authorized to negotiate and the District is hereby authorized to enter into and the President or the Vice President of the Board of Trustees or the Chancellor or any Vice Chancellor and the Secretary of the District are hereby authorized and directed to execute and deliver, for and on behalf of and as the act and deed of the District, the Transaction Documents and such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution all on such final terms and provisions as the officers executing the documents may deem advisable, the determination by such officer of the advisability of any such action to be conclusively evidenced by his or her signature on the Transaction Documents.

Section 6. Additional Documents. The Board of Trustees directs White Goss Bowers March Schulte & Weisenfels, a professional corporation, as special counsel for the District, and Piper Jaffray & Co. as financial advisor for the District, to proceed with the preparation or review of the additional documents and proceedings necessary in connection with the Project and the Transaction Documents, in compliance with the Act and in accordance with this Resolution.

Section 7. Further Authority. The District shall, and the officers, agents and employees of the District are hereby authorized and directed to, take such further action, and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution, and to carry out, comply with and perform the duties of the District with respect to the Program Agreement.
Section 8. Effective Date. This Resolution shall take effect and be in full force immediately after its adoption by the Board of Trustees of the District.
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
DATE: July 11, 2013
ITEM & FILE NO.: 4.8

SUBJECT: Advance Refunding of Outstanding Bond Certificates
CATEGORY: Business and Finance

REASON FOR BOARD CONSIDERATION:

<table>
<thead>
<tr>
<th>☒ APPROVAL</th>
<th>☐ ACCEPTANCE</th>
<th>☐ INFORMATION</th>
<th>ENCLOSURE(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Resolution</td>
</tr>
</tbody>
</table>

BACKGROUND:

MCC administration recommends advance refunding of its outstanding bond issuances. Proceeds from the new debt issuance will be placed in an escrow account to pay off the existing bonds as they become callable. The advance refunding will take into consideration outstanding principal, the interest expense owed as well as the costs associated with issuance of new bonds.

As a result of financing, MCC will:

- Release all existing buildings currently held as collateral, while identifying one campus for collateral holding.
- No longer have an escrow requirement on the new bond issuance.
- Provide for a deferred maintenance fund to address aging infrastructure across the district.

The proposed new bond schedule maintains the same term as the existing debt service with the final payment due July 1, 2028 (15 years.) Over the 15 year period, the anticipated increased cost of the project is $326,470 using a net present value discount rate of 3.5%. If the market improves beyond this rate, a favorable rate of return is generated for MCC. This cost calculation does not take into consideration the future savings that will occur by performing needed repairs and maintenance now, avoiding future costs.

Professional services will be performed by Piper Jaffrey as the asset management firm; Gilmore and Bell will act as as bond counsel, and White Goss will be asked to act as disclosure counsel.

RECOMMENDATION:
The Chancellor recommends that the Board of Trustees adopt a resolution approving the administration to move forward with preparations to effectuate the advance refunding of outstanding bond certificates.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
RESOLUTION AUTHORIZING THE OFFERING FOR SALE OF
REFUNDING CERTIFICATES OF PARTICIPATION OF THE
JUNIOR COLLEGE DISTRICT OF METROPOLITAN KANSAS
CITY, MISSOURI

WHEREAS, The Junior College District of Metropolitan Kansas City, Missouri (the "Issuer") has
issued several series of certificates of participation (the "Prior Certificates") to finance and refinance the
costs of education and administrative facilities of the Issuer and desires to refinance and restructure the debt
service related to the Prior Certificates; and

WHEREAS, the Issuer has selected the firm of Piper Jaffray & Co. (the "Purchaser"), as
underwriter, and Gilmore & Bell, P.C., as bond counsel ("Bond Counsel"), for the Refunding Certificates of
Participation (the "Refunding Certificates") to be issued by the Issuer in the approximate amount of
$74,000,000 to refund the Prior Certificates; and

WHEREAS, the Issuer desires to authorize the Purchaser to proceed with the offering for sale of
the Refunding Certificates; and

WHEREAS, one of the duties and responsibilities of the Purchaser is to review and distribute a
Preliminary Official Statement and a final Official Statement relating to the Refunding Certificates; and

WHEREAS, the Issuer desires to authorize the Purchaser and Bond Counsel to proceed with the
preparation, review and distribution of the Preliminary Official Statement and the final Official Statement
relating to the Refunding Certificates;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
JUNIOR COLLEGE DISTRICT OF METROPOLITAN KANSAS CITY, MISSOURI, AS
FOLLOWS:

Section 1.  Upon completion of the Preliminary Official Statement, the Purchaser is hereby
authorized to proceed with the offering for sale of the Refunding Certificates. The final terms of the
Refunding Certificates shall be determined and approved by subsequent resolution of the Board of
Trustees of the Issuer.

Section 2.  The Board of Trustees hereby authorizes the preparation of a Preliminary Official
Statement and a final Official Statement by amending, supplementing and completing the Preliminary
Official Statement, and authorizes the execution of the final Official Statement by the President of the Board
of Trustees, the Chancellor, any Vice Chancellor or other appropriate officers of the Issuer with such
changes and additions thereto as such official shall deem necessary or appropriate, such official's signature
thereon being conclusive evidence of such official's and the Issuer's approval thereof. The Board of
Trustees hereby consents to the use and public distribution by the Purchaser of the Preliminary Official
Statement and the final Official Statement in connection with the offering for sale of the Refunding
Certificates.

Section 3.  For the purpose of enabling the Purchaser to comply with the requirements of Rule
15c2-12(b)(1) of the Securities and Exchange Commission, the President of the Board of Trustees, the
Chancellor, any Vice Chancellor or other appropriate officers of the Issuer are hereby authorized, if requested, to provide the Purchaser a letter or certification to the effect that the Issuer deems the information contained in the Preliminary Official Statement to be "final" as of its date, except for the omission of such information as is permitted by Rule 15c2-12(b)(1), and to take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary to enable the Purchaser to comply with the requirements of such Rule.

Section 4. The Issuer agrees to provide to the Purchaser within seven business days of the date of the agreement to purchase the Refunding Certificates or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of Rule 15c2-12(b)(4) of the Securities and Exchange Commission and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 5. The President of the Board of Trustees, the Chancellor, any Vice Chancellor and other officers and representatives of the Issuer are hereby authorized and directed to take such other action as may be necessary to carry out the offering for sale of the Refunding Certificates.

Section 6. This Resolution shall be in full force and effect from and after its adoption by the Board of Trustees.
AGENDA ITEM BACKGROUND

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE:</th>
<th>July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.:</td>
<td>5.1</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Change Order – Pioneer Heat Pumps</td>
<td>CATEGORY:</td>
<td>Physical Facilities</td>
</tr>
</tbody>
</table>

<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>□</td>
<td>□</td>
<td>□</td>
<td>Resolution</td>
</tr>
</tbody>
</table>

BACKGROUND:

The Board of Trustees has previously approved the project listed below. To complete the projects in a timely manner a change order is required. This project will be over the original proposed budget.

**Heat Pump Replacement:** Twelve heat pumps were in critical need of replacement at the Pioneer campus. The bid was based on drawings of the building that were provided from the City of Kansas City which owns the building. As the heat pumps were being replaced, it was discovered that one unit was replaced previously and not updated on the drawing. Therefore, the bid did not include the unit that is needed in that space. To complete the project, one additional unit must be ordered. The unit ordered for the space originally will be used to replace a unit that was also identified as needing replaced but was not critical at the time the bid was issued.

RECOMMENDATION:

The Chancellor recommends that the Board of Trustees adopt a resolution approving the change order.

<table>
<thead>
<tr>
<th>INITIATOR:</th>
<th>BOARD ACTION DATE:</th>
<th>EFFECTIVE DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday L. Stanley</td>
<td>July 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
RESOLUTION

WHEREAS, the Board of Trustees previously approved the contractor for the heat pumps at the MCC Pioneer facility; and

WHEREAS, administration recommends that it is in the best interest of the District to approve this change order to ensure timely completion of the project;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of The Junior College District of Metropolitan Kansas City, Missouri that the contract amount with the following contractor be amended as follows:

<table>
<thead>
<tr>
<th>Heat Pumps – MCC- Pioneer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contractor</strong></td>
</tr>
<tr>
<td>Alexander Mechanical Contractors</td>
</tr>
</tbody>
</table>

**Total** $7,022.40

BE IT FINALLY RESOLVED, that the proper officers of the Board and District be, and are hereby authorized to execute said change order for and on behalf of The Junior College District of Metropolitan Kansas City, Missouri.
AGENDA ITEM BACKGROUND

TO: BOARD OF TRUSTEES
FROM: CHANCELLOR
SUBJECT: *Allied Health Agreements
DATE: July 11, 2013
ITEM & FILE NO.: 6.1
CATEGORY: Curriculum and Instruction

REASON FOR BOARD CONSIDERATION:

☐ APPROVAL
☐ ACCEPTANCE
☐ INFORMATION
ENCLOSURE(S)
Resolution
Summary

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: July 11, 2013
EFFECTIVE DATE: July 11, 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, by the Board of Trustees that 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

<table>
<thead>
<tr>
<th>Institution/Agency</th>
<th>Location</th>
<th>Program(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beautiful Savior Lutheran Home</td>
<td>Belton, Missouri</td>
<td>Professional Nursing, Practical Nursing, Certified Nursing Assistant, Restorative Aide, CMT, Insulin Administration, Level I Medication Aide, Dialysis Tech, Administrative Medical Assistant, Dietary Aide, Health Unit Coordinator</td>
</tr>
<tr>
<td>Odessa EMS</td>
<td>Odessa, Missouri</td>
<td>Emergency Medical Technology-Paramedic</td>
</tr>
<tr>
<td>Raytown EMS</td>
<td>Raytown, Missouri</td>
<td>Emergency Medical Technology-Paramedic</td>
</tr>
</tbody>
</table>
**AGENDA ITEM BACKGROUND**

<table>
<thead>
<tr>
<th>TO:</th>
<th>BOARD OF TRUSTEES</th>
<th>DATE: July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 6.2</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Client Agreements</td>
<td>CATEGORY: Curriculum and Instruction</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td></td>
<td>ENCLOSURE(S): Resolution</td>
</tr>
</tbody>
</table>

**BACKGROUND**

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

**CertainTeed Corporation:** MCC-IWI will provide CertainTeed Corporation with Test Development services for three positions: mechanical, process operator, and line operator. Three total tests will be developed. The test development entails review of position needs and requirements, identification of specific skills, development of tests, and modification after review/revision by CertainTeed. CertainTeed will pay MCC $107 per hour up to a maximum of 160 consulting hours. Services will commence on June 1, 2013, and will conclude on December 31, 2013.

**General Motors (Fairfax plant):** MCC-IWI will provide General Motors with Training Management Services for the General Motors Fairfax plant. The training manager will serve as the liaison for all current technical training and also as conduit to the state in relation to state-funded projects. General Motors will pay MCC a total of $62,000 in 12 separate payments. Services will commence on June 1, 2013, and will conclude on May 31, 2014.

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

<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 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
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>CertainTeed Corporation</td>
<td>Test Development Services</td>
<td>$17,120</td>
<td>06/01/13– 05/31/14</td>
</tr>
<tr>
<td></td>
<td>(maximum</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Motors</td>
<td>Training Management Services</td>
<td>$62,000</td>
<td>06/01/13– 12/31/13</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 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>DATE: July 11, 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>CHANCELLOR</td>
<td>ITEM &amp; FILE NO.: 6.3</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>*Contracted Services Agreements</td>
<td>CATEGORY: Curriculum and Instruction</td>
</tr>
<tr>
<td>REASON FOR BOARD CONSIDERATION:</td>
<td></td>
<td>ENCLOSURE(S) Resolution</td>
</tr>
</tbody>
</table>

BACKGROUND:

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

Kansas Tent & Awning Company
Agreement for Contracted Services under which MCC-Penn Valley will contract with Kansas Tent & Awning to manufacture and install a tension structure outside the Arts Center, to replace the original structure that was damaged due to snow and ice. A bid was issue on May 2, 2013 with a response deadline of May 20, 2013, and sent to 3 companies, 8 minority organizations and advertised in newspapers and on the MCC webpage. No responses were received. Kansas City Tent & Awning, the manufacturer of the original structure, submitted a proposal to Gallagher Bassett, MCC’s insurance carrier. The projected cost is $34,684 and will be reimbursed by Gallagher Bassett, minus the deductible of $1,000. Services will begin on August 1, 2013 and are estimated to take 5-6 weeks, with an approximate completion date of September 12, 2013.

S & S Fields of Dreams LLC
Agreement for Contracted Services under which MCC-IWI will contract with S & S Fields of Dreams LLC for consultation and delivery services, as directed by the District, including providing outreach services to clients, conducting outreach activities, directing all potential students to District staff for enrollment, and directing all outreach leads/training contract sales to District personnel. MCC will pay Contractor up to 1,200 hours at $50/hour for a maximum amount of $60,000, plus on a commission basis as follows: 9% commission on accounts assigned by the IWI director of business & community development, and 4% of accounts jointly developed with District employees. Services will begin on August 1, 2013 and end July 31, 2014.

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

<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 11, 2013</td>
<td>July 11, 2013</td>
</tr>
</tbody>
</table>
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>Kansas Tent &amp; Awning Company</td>
<td>Manufacturing and Installation</td>
<td>$34,684</td>
<td>08/01/13 – 09/12/13</td>
</tr>
<tr>
<td>S &amp; S Fields of Dreams LLC</td>
<td>Consulting Services</td>
<td>$60,000.00</td>
<td>08/01/13 – 07/31/14</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>maximum, plus commission</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 shall be incorporated by reference to this resolution and made a part of the files of the District.