

OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT OF JEFFERSON COUNTY, MISSOURI  
May 15, 2014  
(644<sup>th</sup> Meeting)

The Board of Trustees of the Community College District of Jefferson County, Missouri, met in regular session on Thursday, May 15, 2014, at 5:30 p.m., in the Admin Board Room on the Hillsboro campus. The meeting was called to order by Board President Steve Meinberg.

Roll Call/Attendance

Members present:

Mr. Davis  
Mr. Engelbach  
Mrs. Hargis  
Mr. Scaggs  
Board President Meinberg

Board President Meinberg noted that Mr. Winkelman was excused and not in attendance.

Public Communication

No one asked to speak to the Board.

Jefferson College Foundation Report

Tom Burke discussed the following:

Jazz & Jeans netted \$63,000 – a 15% increase over last year

Interviews were held for investment services. Ten applications were received.

Dr. McCaffrey will speak to the Foundation members regarding Strategic Planning.

President's Report

Employee Recognitions

President Cummiskey thanked those that were able to attend Employee Recognition ceremony last night; it is always great to celebrate the service of our employees.

Kudos

President Cummiskey congratulated emerging Dual Credit guru, Shirley Davenport, who will represent Jefferson College in the Missouri Department of Higher Education's Dual Credit work group. A big part of the group's focus is to examine and revise current MDHE policy, including aligning the policy with HLC and NACEP accreditation requirements, in order to ensure consistent, quality dual credit programs statewide.

Congratulations to Brian Dunst for his work on book titled International Handbook of Research in History, Philosophy and Science Teaching and his contribution is chapter 41. "Conceptual Change: Analogies Great and Small, and the Quest for Coherence." The book will be available in June.

The 2014 Math Contest was held on Thursday, May 8; the College hosted 7 middle school teams (grades 7-8), 8 senior high teams (grades 11-12), and 3 individual homeschool students, for a total of 157 students participating. The tests are comprised of 40 multiple choice questions, and students compete both for individual and team awards. This year's top place teams were:

1<sup>st</sup> place middle school team – Festus Middle School  
1<sup>st</sup> place senior high team – Fox Senior  
**Note:** this is the 3<sup>rd</sup> consecutive 1<sup>st</sup> place finish for Fox Senior and their sponsor Lynn Oster who is retiring this spring!) The scholarship to the highest scoring senior planning to attend Jefferson College is Alexander Bollinger from Northwest High School.

#### Leadership Academy

President Cumiskey congratulated the Leadership Academy participants, who presented their projects and completed the Academy on May 21. This is a joint project we conduct every two years with Mineral Area College. President Cumiskey expressed appreciation for participants' willingness to take time out of their busy schedules to participate in the Academy and learn more about Jefferson College, community colleges, and leadership in general. The next Academy will be held in the Fall of 2015.

#### Jazz & Jeans

Kudos to Tom Burke, his wife Vicki, Michelle Kennon, Rick Vest and all Foundation Board members who worked so hard to put on a very successful Jazz and Jeans event last month. It was a great night and \$3,000 was raised in support of our students!

#### Softball Team

The College softball team is participating in the World Series in Utah and will play their second game tonight.

#### Reminders

Graduation will be held at 10:00am and 2:00pm on Saturday; JCGA will host a Legislative breakfast at the College on Thursday, May 20; college goes on its summer schedule next week and finally, that our next three Board meetings (June, July, August) are morning meetings scheduled for 8 a.m.

#### Approval of Warrants

The warrants were approved on motion by Mr. Davis and a second by Mrs. Hargis. There were abstentions by Mr. Scaggs on the McDaniel warrant and by Board President Meinberg on the Jefferson County Sheriff's Dept warrant. Warrants were approved.

#### Adoption/Approval of Consent Agenda

Motion to adopt the Consent Agenda was presented by Mr. Engelbach and seconded by Mr. Davis. It was noted that the McDaniel credit hours generated item was brought back this month due to lack of member votes available at the April meeting. The Consent Agenda was approved.

Motion was presented by Mrs. Hargis to approve the Consent Agenda items. Mr. Davis seconded the motion. Mr. Scaggs again abstained on the McDaniel credit hours generated item. Board President Meinberg, hearing affirmative votes from all members present, and the abstention, declared the Consent Agenda items approved.



The contract with FSMC will take effect on July 1, 2014 run for five years with an option to renew for an additional five years, similar to our original agreement with FSMC that was signed in 2003. It calls for the College to receive a 3.5% commission on applicable sales including charged sales (college sponsored events) and child care sales. In addition, FSMC has committed to invest \$20,000 over the course of the next five years to be used toward physical improvements or equipment for the foodservice program.

We have enjoyed a successful relationship with FSMC over the last 11 years. FSMC has always been very open to suggestions from the College community and we are continuously meeting to provide better service, healthier food options, and quality food at affordable prices.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri the Vice President of Finance & Administration is hereby authorized and empowered to enter into and execute the attached contract with Food Service Consultants, Inc. of St. Louis, MO to provide various food services to the College.

The motion was seconded by Mr. Engelbach. Board President Meinberg, hearing affirmative votes from all members present, declared the motion carried and the agreement approved.

#### ***Renewal of Contract for Audit Services***

The College's & Foundation's independent audit services contract with Daniel Jones & Associates expired after the fiscal year ending 6/30/13. Daniel Jones & Associates made an offer to extend their independent audit services for a modest increase of \$795 for both the College and the Foundation for FY 2014.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Daniel Jones & Associates are retained as the College's and the Foundation's independent auditors for the fiscal year ending 6/30/14 for a total fee of \$32,875.

The motion was seconded by Mrs. Hargis. A vote was taken with the following results: In favor of the motion – 4; against the motion – 1. Board President Meinberg declared the motion approved, retaining Daniel Jones & Associates for the fiscal year ending 6/30/14.

#### ***Sidewalk, Curb & Gutter Repair***

Bids were solicited for the sidewalk, curb, and gutter repair and replacement on the Hillsboro campus.

Bid specifications were prepared and distributed to ten contractors. Eight contractors attended the mandatory prebid conference. Four contractors responded:

Vendor

Bid

It is recommended that the contract be awarded to the low bidder, Brockmiller Construction, Farmington, Missouri, in the amount of \$405,659.00.

This is a prevailing wage project and all requisite advertising was completed.

Brockmiller Construction has performed satisfactorily for the College in the past.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to award the bid for sidewalk, curb, and gutter repair and replacement in the amount of \$405,659.00 to Brockmiller Construction of Farmington, Missouri.

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

***Fire Alarm Installation***

In conjunction with the purchase of fire alarm equipment, bids were solicited for the installation of the equipment at the Student Center, Arts and Sciences I and Arts and Sciences II buildings on the Hillsboro campus.

The Strategic Planning Committee approved this project as a capital expense for fiscal year 2014.

Bid specifications were prepared and distributed to thirteen electrical contractors. Four contractors attended the mandatory pre-bid conference. Two contractors responded:

| <u>Vendor</u>                  | <u>Bid</u>  |
|--------------------------------|-------------|
| Streib Electric, St. Louis, MO | \$69,398.00 |
| Aschinger Electric, Fenton, MO | \$99,152.00 |

It is recommended that the contract be awarded to the low bidder, Streib Electric, St. Lb vra653s awar

***On-Site Primary Care Clinic Agreement – Mercy Clinic***

Several months ago, officials from Mercy Clinic, an affiliate of Mercy Hospital, came to Jefferson College to propose a new healthcare model, Mercy Clinic at Work. The Clinic would be housed on the Jefferson College

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

recommended that he receive a contract for the ~~2014~~ 2015 year. Dr. Mindy Selsor and President Cummiskey concur with this recommendation.

Mr. Davis presented a motion to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, that Mr. Chris DeGeare be appointed Division Chair of Business and Technical Education effective May 19, 2014 at an annual salary of \$81,719 prorated for time served through June 30, 2014 and that he receive a contract subject to applicable Board approved increases for the ~~2014~~ 2015 year.

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

***Appointment of Full-time ATS Faculty***

Dr. Dena McCaffrey, Dean of Career and Technical Education has recommended the appointment of Ms. Amanda Macke to fill the vacant Project Lead the Way – Area Technical School Biomedical Science faculty position on a term appointment at a Level II annual salary of \$52,361 for the ~~2014~~ 2015 academic year. The annual base salary is \$48,530 and compensation for ATS extra days is \$3,831.

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

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri that Ms. Amanda Macke be appointed as Level II ~~full~~ faculty on a term appointment for the ~~2014~~ 2015 academic year at an annual salary of \$52,361 subject to applicable Board approved increases.

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

***Informational Items***



Return to Regular Session