

**JOHNSON COUNTY COMMUNITY COLLEGE
12345 College Boulevard
Overland Park, Kansas**

Meeting--Board of Trustees

**Hugh Speer Board Room, 137 General Education Building
October 16, 2018 – 5:00 p.m.**

AGENDA

- | | |
|---------------------------------------------------------------------------------------------------------------|---------------------------|
| I. CALL TO ORDER | Dr. Cook |
| II. PLEDGE OF ALLEGIANCE | Dr. Cook |
| III. ROLL CALL AND RECOGNITION OF VISITORS | Dr. Cook |
| IV. AWARDS AND RECOGNITIONS | Dr. Sopcich |
| A. Alisa Pacer - National Emergency Management Advanced Academy Certification | |
| B. Hiersteiner Child Development Center - Child Care Access Means Parents in School Program Award | |
| V. OPEN FORUM | Dr. Cook |
| VI. STUDENT SENATE REPORT | Mr. Harris-Webster |
| VII. COLLEGE LOBBYIST REPORT | Mr. Carter |
| VIII. COMMITTEE REPORTS AND RECOMMENDATIONS | |
| A. Human Resources (pp 1-3) | Mr. Cross |
| B. Learning Quality (pp 4-6) | Ms. Lawson |
| C. Management (pp 7-22) | Mr. Musil |
| D. <u>Recommendation</u>: Mobile Dental Vehicle (p 9) | |
| <u>Recommendation</u>: Renewal of Annual Contract for Printing of Continuing Education Catalogs (p 10) | |
| <u>Recommendation</u>: Annual Contract for Beverages and Beverage/Snack Vending (p 11) | |

**Recommendation: Guaranteed Maximum Price, Renovations
Library and Integrated Resource Centers (p 13)
Capital Acquisitions and Improvements (p 14)
Facilities Master Plan Project Matrix (p 15)
Network Infrastructure Equipment and Services (pp 16-20)**

IX. EXECUTIVE SESSION

X. PRESIDENT’S RECOMMENDATIONS FOR ACTION

- | | |
|--------------------------------------------------------------|--------------------|
| A. Treasurer’s Report (pp 23-34) | Mr. Cross |
| B. <u>Recommendation:</u> Master Agreement (pp 35-37) | Dr. Sopcich |
| C. Monthly Report to the Board | Dr. Sopcich |

XI. OLD BUSINESS

XII. NEW BUSINESS

XIII. REPORTS FROM BOARD LIAISONS

- | | |
|------------------------------------------------------------|----------------------|
| A. Faculty Association | Dr. Harvey |
| B. Johnson County Education Research Triangle | Mr. Lindstrom |
| C. Kansas Association of Community College Trustees | Ms. Ingram |
| D. Foundation | Ms. Ingram |

XIV. CONSENT AGENDA

- | | |
|-----------------------------------------------------------------------------------------------------|-----------------|
| A. Regular Monthly Reports and Recommendations | Dr. Cook |
| 1. Minutes of Previous Meeting | |
| 2. Cash Disbursement Report (pp 38-40) | |
| 3. Grants, Contracts and Awards (pp 41-43) | |
| 4. Curriculum (p 44) | |
| 5. Transfer to JCCC Foundation Tribute Fund (p 45) | |
| B. Human Resources (pp 46-52) | |
| 1. Retirement | |
| 2. Separations | |
| 3. Employment – Regular | |
| 4. Employment – Temporary | |
| 5. Additions or Changes to the FY2018-2019 Staffing Authorization Table for Part-time Regular Staff | |
| 6. Additions or Changes to the FY2018-2019 Staffing Authorization Table for Full-time Regular Staff | |
| 7. Professor/Counselor Emeritus Status | |
| C. Human Resources Addendum | |

XV. EXECUTIVE SESSION

X. ADJOURNMENT

HUMAN RESOURCES COMMITTEE MINUTES
October 1, 2018

The Human Resources Committee met at 10:00 a.m. on Monday, October 1, 2018, in the Robert F. Lytle Conference Room. Those present were: Angeliina Lawson, Barbara Larson, Becky Centlivre, Chris Gray, Jerry Zimmerman, Julie Vivas, Karen Martley, Lee Cross, Lisa Gartland, Melanie Harvey, Tanya Wilson, Terri Schlicht, Tom Pagano and Shari Dowdall, recorder.

Review of Operational Issues: Hiring Process - (HR-6)

Ms. Gartland reviewed the posting, hiring and onboarding processes for employment.

Review of Operational Issues: Staff Evaluation Process - (HR-6)

Ms. Vivas reviewed the Staff and Faculty appraisal process.

Review of Operational Issues: Supervisor Evaluation - (HR-6)

Ms. Centlivre reviewed the content, process and timeline of the upcoming Supervisor 360 Evaluations.

Updates (HR-4)

Ms. Martley discussed the Living as a Leader Participation and other available Leadership Development such as The Chair Academy-Foundation Program, Kansas Community College Leadership Institute (KCCLI), Chamber Leadership programs, JCCC CE Business Leadership Certificate, Kansas City Professional Development Council (KCPDC), Regional or National Leadership representation, and JCCC & Community College Leadership Iowa (CCLI) Conference at JCCC.

Monitor HR and Staff & Organizational Development Strategic Initiatives: Mandatory Training Updates (HR-4)

Ms. Martley discussed the Mandatory Training FY18 and completions which included, New Staff Orientation, New Supervisor Orientation, Full-Time Faculty Orientation, Hiring Committee Orientation and Bloodborne Pathogen Training. The Mandatory Training FY19 includes Discrimination Awareness in the Workplace, Email and Messaging Safety, Password Security Basics and Sexual Harassment: Staff-to-Staff to be completed by December 1, 2018. The programming also includes JCCC policies, procedures and videos in the resource section of each module.

Monitor and Discuss Collective Bargaining Initiatives: Update-Negotiations – (HR-5)

Ms. Centlivre indicated that the Bargaining Unit were currently voting on the proposed Master Agreement and results would be back at 5:00, Monday, October 8th.

The next Human Resources Committee Meeting is scheduled for December 3, 2018 at 10:00 a.m. in the Lytle Conference Room.

**Human Resources Committee
Working Agenda
2018-2019**

- | | | |
|---------|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ongoing | HR-1 | Review and Update Personnel Policies (as needed) |
| | HR-2 | Monitor Employee Benefit Programs <ul style="list-style-type: none">• Group 1, 2 and 3 Benefit Plan options• Review benefit program strategies• Annual benefit plan non-discrimination testing• Maintain benefit consulting arrangement• Manage benefit costs/conduct RFP's as needed• Implement, monitor and evaluate employee wellness initiative |
| Ongoing | HR-3 | Monitor Compensation Planning <ul style="list-style-type: none">• Maintain salary/title guidelines for consistent compensation procedures• Monitor compensation/develop a strategy for maintaining competitive salaries• Assess internal and external salary equity• Salary Study for Exempt positions |
| Ongoing | HR-4 | Monitor HR and Staff & Organizational Development Strategic Initiatives <ul style="list-style-type: none">• Monitor mandatory supervisory and compliance training initiatives• Support leadership and supervisory development• Support diversity initiatives• Support improvement strategies in customer service and culture of wellbeing• Strategic planning for future staffing needs• Implement action steps based on employee engagement survey |
| Ongoing | HR-5 | Monitor and Discuss Collective Bargaining Initiatives <ul style="list-style-type: none">• Monitor administration of faculty agreement• Support administration in contract negotiations |
| Ongoing | HR-6 | Review of Operational Issues <ul style="list-style-type: none">• Quarterly Exit and Stay Interview Reports• Personnel Recommendations• Staffing Table and Organizational Changes• Staff Evaluation Process Revision – continued implementation• Employee relations/grievance issues |
| Ongoing | HR-7 | Human Resources Technology Support Initiatives |

Learning Quality Committee
October 1, 2018, 8:30 a.m.
GEB 137
Meeting Minutes

Those present were: Trustee Angeliina Lawson, Trustee Paul Snider, Becky Centlivre, John Clayton, Anne Dotterweich (Recorder), Deb Elder, Shannon Ford, Chris Gray, Melanie Harvey, James Hopper, Paul Kyle, Barbara Larson, Cathy Mahurin, Karen Martley, Mickey McCloud, Vince Miller, Rick Moehring, Tom Pagano, Terri Schlicht, Gurbhushan Singh, Sandra Warner, and Tanya Wilson.

LQ2 Monitor Learning Engagement Process
Updates on Academic Programs

Division Update: Business

Leroy Cox

Leroy Cox, Dean of Business, gave a presentation highlighting the program areas in his division including information on enrollment, articulation agreements, curriculum updates, community/high school partnerships and special events. One of the division's goals is to increase awareness through targeted marketing in the greater Kansas City area about the variety of programs available at JCCC.

LQ2 Monitor Learning Engagement Process
Updates on Academic Programs

JCAE AO-K Program

Janice Blansit
Kayla Harrity

Janice Blansit and Kayla Harrity outlined the Accelerating Opportunity: Kansas (AO-K) program which provides participants the opportunity to speed the completion of both their high school diploma and career technical credentials in high-demand fields. JCCC offers career pathways in healthcare, construction management, web development and railroad conducting. Students can earn their GED and be enrolled in career tech courses concurrently, providing the opportunity for faster completion of both. The program has had 55 participants to date with 46 credentials earned. The program plans to increase enrollment and persistence rates, add new pathways and update current pathways based on student's feedback.

LQ2 Monitor the Learning Engagement Process
Educational planning and developmental initiatives

Ensuring Continued CTE Growth

Richard Fort

Richard Fort, Interim Dean of Industrial Technology, provided an update on the CTE programs and anticipated growth for Fall 2019 with the opening of the new CTE building. He provided a historical comparison of credit hours and enrollment by age in Auto, HVAC, ELTE and AET. With the opening of the new building and the renovation of ATB, a plumbing certificate and machining certificate will be offered for the first time. Establishing and maintaining partnerships with high schools, increasing marketing efforts, showcasing the new facilities to the greater Kansas City area and keeping the curriculum current are all part of an integrated strategy to increase enrollment.

LQ3 Monitor Learning Outcomes
Curriculum and Program Additions
and Modifications

*Curriculum – Effective Academic Year
2018-2019 and 2019-2020*

James Hopper

James Hopper, Professor of Web Development and Digital Media and Chair of the Education Affairs Committee, presented several curriculum modifications. He also reported on an ad hoc Student Learning Outcome (SLO) committee which determined the SLOs are appropriate as written for the college.

For the Career and Technical Education Transitions division, a new course included: IT 175 Cybersecurity Fundamentals. Course modifications included: IT 221 Windows Server, IT 225 Windows Active Directory Services, IT 245 Network Infrastructure, IT 292 Special Topics: New Programs include: 4670-CERT: Cybersecurity Certificate. Program modifications include 2330-AAS: Information Technology.

For the Science and Mathematics division, program deactivations included: 2110-AAS: Biotechnology and 6150-CERT: Biotechnology Certificate. Program catalog/admissions inactivation included: 2130-AS: Emphasis in Biotechnology

The requested modifications will be sent to the full Board for approval and can be seen subsequently in the consent agenda portion of the October 16 board packet.

The meeting adjourned at 9:50 a.m.

Learning Quality Committee
Working Agenda
2018-2019

LQ1 Review and Update Policies as needed LQ2

Monitor the Learning Engagement Process

- Marketing, recruiting, placement, counseling, retention, and support services activities
- Educational planning and development initiatives
- Updates on academic programs

LQ3 Monitor Learning Outcomes

- Program review and assessment practices
- Curriculum and program additions and modifications
- Advisory committee membership and cooperative agreements with other institutions
- Affiliation, cooperation, articulation, reverse transfer and other agreements, policies, and procedures

LQ4 Monitor Faculty Development

- Professional development programs
- Professor Emeritus and Senior Scholar status
- Sabbatical appointments

LQ5 Monitor Student Development

- Student life, leadership and development activities
- Student organization reports
- Student personnel actions

LQ6 Monitor Workforce Education

- Credit/non-credit JCCC partnerships
- Kansas Board of Regents/Post-Secondary Technical Education Authority actions

LQ7 Highlight Technical Support for Learning Activities

LQ8 Review Academic Data Analysis and Research

LQ9 Review Accreditation/the Academic Quality Improvement Program (AQIP) activities

MANAGEMENT COMMITTEE

Minutes

October 3, 2018

The Management Committee met at 8:00 a.m. on Wednesday, October 3, 2018 in the Hugh Speer Board Room, GEB 137. Those present were: Greg Musil, trustee; Paul Snider, trustee; Kate Allen; Malinda Bryan-Smith; Gayle Callahan; John Clayton; Gary Cook; Jim Feikert; Shannon Ford; Jay Glatz; Chris Gray; Dr. Melanie Harvey; Jim Lane; Dr. Barbara Larson; Rachel Lierz; Karen Martley; Dr. Mickey McCloud; Justin McDaid; Dr. Vince Miller; Linda Nelson, recorder; Tom Pagano; Anna Page; Susan Rider; Greg Russell; Josh Smith; Janelle Vogler; Dr. Sandra Warner; Dr. Randy Weber; Tanya Wilson and Jeff Swieton of JE Dunn.

MA-9 JCCC Foundation: Annual Report

Kate Allen, Associate Vice President Institutional Advancement/Government Affairs, provided an overview of the JCCC Foundation Fiscal Year 2018 finance and fundraising report. She said that total revenue from fundraising and investments with FCI Midwest Trust was over \$14.7 million. Expenses were \$2.5 million. Of that total, scholarships, which are distributed by JCCC's Financial Aid Department, represented over \$1.2 million. The Foundation's endowment fund finished the year above \$22 million, and total assets reached \$44.5 million as of June 30, 2018. This growth was, in large part, due to the \$10 million gift to the Capital Campaign from the Sunderland Foundation.

MA-2 Guide Budget Development: Proposed Budget Guidelines and Calendar

Rachel Lierz, Associate Vice President, Financial Services/CFO provided information on the preliminary budget calendar and budget guidelines for Fiscal Year 2019-20. At the November 7, 2018 Management Committee meeting, the Committee will review how the proposed guidelines impact the college's five-year financial projection model. Recommendations for approval of the budget guidelines will be brought forward to the Management Committee at the December 5, 2018 meeting.

MA-5 Monitor Business Services: Single-Source/Non-competitive Purchase report

Janelle Vogler, Interim Associate Vice President Business Services, reviewed two single-source/non-competitive purchases.

MA-5 Monitor Business Services: Bid/RFP review and recommendations

Ms. Vogler presented the following summary of awarded RFPs between \$50,000 and \$150,000:

SUMMARY OF AWARD OF BIDS/RFPS AND RENEWALS
\$50,000 - \$150,000

October 2018 Management Committee

Bid Title Source of Funds Firms Notified	Responses Original Bid Amounts	Current Year Amount	Justification
19-004, Dental Chairs and Autoclave Source of Funds: General Fund Firms Notified: 13	1. Henry Schein, Inc. - \$73,879.00 2. Patterson Dental - \$76,148.00 3. Dental Health Products - only bid autoclave 4. Goetze Dental - no bid	\$73,879.00	Low Bid for both items (dental chairs & autoclave)
19-018, Betenbender Hydraulic Shear 6' x 1/2" Source of Funds: General Fund Firms Notified: 9	1. Betenbender Manufacturing, Inc. - \$53,485.00 2. Great Lakes Machine & Tool Company - \$59,900.00	\$53,485.00	Low bid
18-002, Annual Renewal Contract for Fine Digital Paper JCCC-1423 Renewal 1 of 4 Source of Funds: General Fund Firms Notified: 18	1. Veritiv Operating Company - \$98,265.00 2. Midland Paper - \$103,645.00 3. Clayton Paper - no bid	\$50,000.00 (not to exceed)	Low Bid

**AWARD OF BIDS/RFPS AND RENEWALS
\$150,000+**

October 2018 Management Committee

Bid Title Source of Funds Firms Notified	Response Bid Amounts	Amount	Justification
19-001, Mobile Dental Vehicle Source of Funds: General Fund Firms Notified: 48	1. Lifeline Mobile, Inc - \$480,021.00 (after negotiated third party discount, adjusted to \$468,805.00) 2. Farber Specialty Vehicles - \$530,991.00 3. Matthews Specialty Vehicles - \$529,124.00 4. LDV, Inc - \$487,228.00 5. Gerling and Associates, Inc. - \$469,229.00	\$468,805.00	Based on the component design to meet existing educational and curriculum objectives, service capabilities, and previous similar experience, it was determined that Lifeline Mobile, Inc.'s proposal would most effectively meet the college's requirements.
PURPOSE & DESCRIPTION			
The purpose of this RFP is to replace the College's existing mobile dental vehicle (Oral Health on Wheels). The College's Dental Hygiene program utilizes this mobile dental vehicle which is customized with two (2) dental operatories inclusive of detailed specifications. In addition to the specific dental component designs, the vehicle must also be equipped with the necessary chassis, engine, suspension, generator, length and height requirements in order to seamlessly continue with current programming to the Dental Hygiene program. The original estimated amount for this vehicle was \$394,246. The bid amounts reflect the base vehicle plus the purchase and installation of the required dental equipment. The recommended vendor's bid amount reflects a final negotiation in equipment pricing between JCCC, the vendor, and the third-party equipment supplier.			
ORIGINAL EVALUATION COMMITTEE			
- Jim Feikert - Director, Procurement Services - Heather Samuel - Professor Dental Hygiene/Oral Dental on Wheels - Darren Jenkins - Senior Application Administrator, Virtual Management - Scoot Simmons - Maintenance Mechanic			
MANAGEMENT COMMITTEE RECOMMENDATION			
It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the proposal from Lifeline Mobile, Inc. at a total expenditure of \$468,805.00 for a mobile dental vehicle.			

October 2018 Management Committee

Bid Title Source of Funds Firms Notified	Response Original Bid Amounts	Current Year Amount	Justification
16-031, Renewal of Annual Contract for Printing of Continuing Education Catalogs JCCC-1362 Renewal 3 of 4 Source of Funds: Adult Supplementary Fund Firms Notified: 7	1. Henry Wurst, Inc. - \$174,900.00 2. Pro Print Digital - \$288,712.20 3. Signature Offset - \$222,103.92 4. Single Source U.S. - \$192,708.00 5. Walsworth Publishing Company, Inc. - \$179,352.00	\$264,000.00 (not to exceed)	Low Bid
PURPOSE & DESCRIPTION			
The purpose of this bid was to establish an annual contract for printing the Continuing Education catalogs for the spring, summer, and fall terms. There are 120,000 copies of the catalogs printed for each term that are mailed out to residents of Johnson County as a way to promote the college's Continuing Education class offerings. On November 19, 2015, the Board of Trustees approved the establishment of an annual contract, with the option to renew for four additional years, in one-year increments, upon the approval of both parties. This renewal is for the 2018-2019 academic year and represents the third of four annual renewal options. The estimated not to exceed amount reflects increases in the number of catalogs printed and the annual price increase proposed in the original bid process.			
ORIGINAL EVALUATION COMMITTEE			
- Mitch Borchers - Associate Vice President, Business Services - Ryan Floy - Buyer, Procurement Services - Terri Marshall - Manager, Publications			
MANAGEMENT COMMITTEE RECOMMENDATION			
It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the renewal of the annual contract for the printing of the Continuing Education catalogs with Henry Wurst, Inc. at a total annual expenditure not to exceed of \$264,000.00.			

AWARD OF BIDS/RFPs AND RENEWALS
\$150,000+

October 2018 Management Committee

Bid Title Source of Funds Firms Notified	Response Bid Amounts	Current Year Estimate (5 Year Estimate)	Justification
19-014, Annual Contract for Beverages & Beverage/Snack Vending Base year with 4 optional renewal years Source of Funds: Auxiliary Enterprise Fund Firms Notified: 20	1. Pepsico (Beverage Pouring Rights/Beverage Vending) 2. Canteen Vending Services (Snack Vending) 3. Heartland Coca-Cola 4. Snacking Well 5. Treat America, Dba Company Kitchen (see attached for bid amounts)	\$85,000.00 (\$425,000.00)	Low Bid
PURPOSE & DESCRIPTION			
The purpose of this RFP is to establish an annual contract for the provision of beverages (pouring rights) including fountain syrup, cans, bottles and related products, and beverage and snack vending operations. The initial term of the contract is November 1, 2018 through October 31, 2019 and this contract will be renewable for four additional years, in one-year increments, upon the approval of both parties.			
EVALUATION COMMITTEE			
<ul style="list-style-type: none">- Janelle Vogler - Interim Associate Vice President, Business Services- Jim Feikert - Director, Procurement Services- Jay Glatz - Director, Dining Services- Louise Cooper - Senior Accounting Analyst, Dining Services- Tom Goodwin - Supervisor, Vending Services		<ul style="list-style-type: none">- Laura Radke - Senior Project Manager, Administrative Computer Services- Jason Arnett - Manager, Coffee Bars/Food Court- Michael Rea - Sustainability Project Manager- Randy Stange - Assistant Dean, Athletics	
MANAGEMENT COMMITTEE RECOMMENDATION			
It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the proposals from Pepsico for a total annual expenditure not to exceed \$85,000 (for beverage pouring rights) and for a beverage vending commission at a rate of 40% and Canteen Vending at a snack vending commission rate of 20.1%.			

JOHNSON COUNTY COMMUNITY COLLEGE					
RFP NO. 19-014					
ANNUAL CONTRACT FOR BEVERAGES & BEVERAGE/SNACK VENDING					
			Recommended Award		
DESCRIPTION	Heartland Coca-Cola	Pepsico	Canteen Vending	Snacking Well	Treat America dba Company Kitchen
BEVERAGE POURING RIGHTS (sample of beverage prices)					
5 Gallon carbonated soft drink bag in box (BIB)	\$ 53.75	\$ 74.60	no bid	no bid	no bid
Carbonated soft drinks, 20 oz. bottles, case	\$ 20.03	\$ 22.44	no bid	no bid	no bid
Carbonated soft drinks, 12 oz. cans, case	\$ 9.05	\$ 9.87	no bid	no bid	no bid
Bottled water, 20 oz., case	\$ 12.05	\$ 16.92	no bid	no bid	no bid
Sports drink (Gatorade/Powerade), 20 oz., case	\$ 21.23	\$ 23.67	no bid	no bid	no bid
Annual Value of Sponsorship Funding to College (Year 1)*	n/a	\$ 90,000.00			
Annual Value of Sponsorship Funding to College (5 Year Total)	n/a	\$ 450,000.00			
BEVERAGE VENDING					
Beverage Vending Commission Percentage (% total collections less taxes)	30%	40%	23.1%	no bid	no bid
			(Snack and Bev)		
SNACK VENDING					
Snack Vending Commission Percentage (% total collections less taxes)	no bid	no bid	20.1%	20%	8%
			(Snack Only)		
* plus an additional \$9,000 / yr in product/merchandise and other support					

MA-4 Guaranteed Maximum Prices (GMP), Renovations, Library and Integrated Resource Centers

Barbara Larson, Executive Vice President Finance and Administrative Services said that work has taken place with College stakeholders over the past year to develop plans to consolidate five academic resource centers; Academic Achievement Center, Language Resource Center, Math Resource Center, Science Resource Center, and Writing Center, on the first floor of the library. The Guaranteed Maximum Price (GMP) presented below is within the project budget established for this project in February 2018. After a review of construction sequencing, however, staff has determined that it is in the best interests of students to extend the timeline for this project by five months, with anticipated completion of the first floor now in February 2020, rather than in September 2019, as originally anticipated. This extended timeline will allow the library to continue to be fully operational and maintain study areas for students. It will also minimize library staff having to make two moves, one into temporary locations awaiting completion of their permanent space at project's end. As the project will be sequenced, J.E. Dunn Construction will work from the third floor down, with space in the library being completed prior to first floor renovations for the integrated resource centers.

Based on work accomplished, J.E. Dunn Construction is able to establish a GMP for renovations to the Library and the Integrated Resource Centers. The project is expected to be completed by February 2020.

RECOMMENDATION:

It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to approve the Guaranteed Maximum Price proposal from J.E. Dunn Construction Company for Construction Manager at Risk Services for renovations to the Billington Library and the Integrated Resource Centers on the first floor in the amount of \$5,420,383.

MA-4 Monitor Facilities: Capital Acquisitions and Improvements: Progress Report

In Rex Hays' absence Dr. Larson provided the committee with an update pertaining to facilities projects from the capital acquisitions and improvements matrix.

MA-4 Review financial plans for capital improvements

A report summarizing the budgets and expenditures to date for the various projects associated with the Facilities Master Plan was also presented by Dr. Larson.

Johnson County Community College
As of October 1, 2018
(reflects payments issued through September 30, 2018)

Project Description	Professional Service Scope of Work	Consultant / Contractor	Date(s) Board Approval	Fund	Contract Amount	Change Orders or Contingency	Total Amount Committed	Contract Amount Paid	Reimb. Exp. Amount Paid	Amount Paid To Date	% Paid to Date	% Project Compl.	Estimated Completion Date
MAJOR PROJECTS INCLUDED IN 2015-2016 MANAGEMENT BUDGET (Approx. \$100,000 & over)													
HVAC Turnkey Project	A/E Services												
	Cons. Serv/Equip.	Outcome Const./Hendersen	12/17/15	G/O CO	7,900,000		7,900,000	6,896,482		6,896,482	87%	90%	10/18
	Total Contract Commitments/Payments to Date					7,900,000	0	7,900,000	6,896,482	0	6,896,482		
	Original Project Budget							8,202,143					
Grand Total Contract Commitments to date for Major 2015-2016 Improvement Projects							7,900,000						
Grand Total 2015-2016 Project Budget							8,202,143						
Project Description	Professional Service Scope of Work	Consultant / Contractor	Date(s) Board Approval	Fund	Contract Amount	Change Orders or Contingency	Total Amount Committed	Contract Amount Paid	Reimb. Exp. Amount Paid	Amount Paid To Date	% Paid to Date	% Project Compl.	Estimated Completion Date
MAJOR PROJECTS INCLUDED IN 2017-2018 MANAGEMENT BUDGET (Approx. \$100,000 & over)													
Masonry Repairs	A/E Services	DGM		CO	10,000		10,000	10,000					
	Cons. Serv/Equip.	MTS	3/18/18	CO	140,390	14,039	154,429	71,030					8/18
	Total Contract Commitments/Payments to Date					150,390	14,039	164,429	81,030	0	0		
	Original Project Budget							165,000					
Lighting Upgrades - Interior	A/E Services	Clark Enersen		CO	15,500		15,500	14,001					
	Cons. Serv/Equip.	FSG		CO	105,098	10,509	115,607						
	Total Contract Commitments/Payments to Date					120,598	10,509	131,107	14,001	0	0		
	Original Project Budget							200,000					
Grand Total Contract Commitments to date for Major 2017-2018 Improvement Projects							295,536						
Grand Total 2017-2018 Project Budget							365,000						
MAJOR PROJECTS INCLUDED IN 2018-2019 MANAGEMENT BUDGET (Approx. \$100,000 & over)													
Active Learning Classrooms	A/E Services						0						
	Cons. Serv/Equip.			GF			0						
	Total Contract Commitments/Payments to Date					0	0	0	0	0	0		
	Original Project Budget							600,000					
Carlsen Center 1st Floor Restrooms	A/E Services						0						
	Cons. Serv/Equip.	The Clark Enersen		GF	11,500		11,500						
	Total Contract Commitments/Payments to Date					11,500	0	11,500	0	0	0		
	Original Project Budget							175,000					
Lighting Upgrades - Interior	A/E Services						0	632					
	Cons. Serv/Equip.			CO			0						
	Total Contract Commitments/Payments to Date					0	0	0	632	0	0		
	Original Project Budget							104,000					
Fire Alarm Device Upgrades Carlsen Center, CSB, GEB, GYM, LIB & OCB	A/E Services						0						
	Cons. Serv/Equip.	Simplex		CO	545,853		545,853						12/18
	Total Contract Commitments/Payments to Date					545,853	0	545,853	0	0	0		
	Original Project Budget							593,000					
Roof Replacements Warehouse Roofs A, GYM Roofs C & D, ITC Roofs B, D & E	A/E Services	Roof Asset Mgmt.		CO/ITC	21,740		21,740						
	Cons. Serv/Equip.			CO/ITC			0						
	Total Contract Commitments/Payments to Date					21,740	0	21,740	0	0	0		
	Original Project Budget							1,261,720					
Grand Total Contract Commitments to date for Major 2018-2019 Improvement Projects							579,093						
Grand Total 2018-2019 Project Budget							2,733,720						

Johnson County Community College
Facilities Master Plan Projects
(reflects payments issued through September 24, 2018)

	(A-B)						(B+E)	(D+F)
	A	B	C	D	E	F	G	H
Phase 1	Estimated Project Budget June 2018	Approved Construction Guaranteed Maximum Price	Non-Construction Costs Project Budget	Total Construction Paid	Non-Construction Encumbered ⁽¹⁾	Non-Construction Paid	Total Encumbered	Total Paid-to-Date
CTE Building	\$ 27,907,490	\$ 23,049,369	\$ 4,858,121	\$ 6,256,656	\$ 1,695,908	\$ 1,474,001	\$ 24,745,277	\$ 7,730,657
Fine Arts & Design Studios	19,255,864	16,456,063	2,799,801	4,142,372	1,418,690	1,236,827	17,874,753	5,379,199
ATB Renovation	16,803,904	-	-	-	511,900	413,377	511,900	413,377
WLB Renovation	14,850,290	-	-	-	444,585	68,019	444,585	68,019
Chiller Plant Expansion ⁽²⁾	2,030,946	1,850,520	180,426	712,490	114,087	90,246	1,964,607	802,736
Phase 1 Total	\$ 80,848,494	\$ 41,355,952	\$ 7,838,348	\$ 11,111,518	\$ 4,185,170	\$ 3,282,470	\$ 45,541,122	\$ 14,393,988

	(A-B)						(B+E)	(D+F)
	A	B	C	D	E	F	G	H
Phase 2	Estimated Project Budget June 2018	Approved Construction Guaranteed Maximum Price	Non-Construction Costs Project Budget	Total Construction Paid	Non-Construction Encumbered ⁽¹⁾	Non-Construction Paid	Total Encumbered	Total Paid-to-Date
Outdoor Site Work, Athletics	\$ 14,633,713	\$ 11,262,172	\$ 3,371,541	\$ -	\$ 771,898	\$ 528,612	12,034,070	528,612
GYM Renovation	1,300,000	1,129,356	170,644	551,999			1,129,356	551,999
Resource Center Renovation	6,554,524	-	-	-	415,448	184,318	415,448	184,318
Student Center Renovation	7,296,851	6,996,091	300,760		470,971	310,334	7,467,062	310,334
Phase 2 Total	\$ 29,785,088	\$ 19,387,619	\$ 3,842,945	\$ 551,999	\$ 1,658,317	\$ 1,023,264	\$ 21,045,936	\$ 1,575,263

Total Facilities Master Plan	\$ 110,633,582	\$ 60,743,571	\$ 11,681,293	\$ 11,663,517	\$ 5,843,486	\$ 4,305,734	\$ 66,587,057	\$ 15,969,251
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(1) The "Non-Construction Encumbered" column figures represent Purchase Order totals to date. Non-Construction costs include "soft costs" such as fees for architectural/engineering services, surveys, geotechnical testing, furniture, fixtures and equipment.

(2) Approximately \$700,000 for Chiller Plant Expansion to be funded from 2016 Capital Bond issue related to HVAC upgrades.

MA-6 Monitor Information Services: Information Technology Quarterly Report and Security Update

A report of the FY 2018 technology fund objectives prepared by Information Services was provided to the committee by Mr. Tom Pagano, Vice President for Information Services/CIO. He also reported on the safety and security process improvements in support of the Facilities Master Plan. These include improvements to door access systems and procedures, and clean-up of access permissions through integration with Banner databases. Mr. Pagano also discussed the close collaboration between Information Services and the Police Department in implementing the new digital cameras across the campus. The improved images from the new digital cameras have helped the JCCC Police Department solve crimes on campus.

Information Technology (IT) Infrastructure Plan October 2018 Update

FY19 Technology Fund Objectives

Planned FY19 Technology Infrastructure Fund Investments

Project / Activity	Est/Act	Amount
Network, voice, and web conferencing maintenance	Actual	\$ 271,503.62
VSS Core and Distribution Equipment	Actual	\$481,465.08
Network switches for FADS and ITC	Estimated	\$232,000.00
FY19 Proposed Expenses		\$984,968.70
Technology Fund Total		\$985,743.00

The Technology Fund serves as the funding source for the management and maintenance of the campus network. This effort includes new equipment purchases, licensing, hardware and software support, upgrades, and hardware replacements.

FY19 Planned Infrastructure Projects

Maintain the College's underlying infrastructure and systems

Ø *Institutional Value: Protecting and leveraging current technology investments*

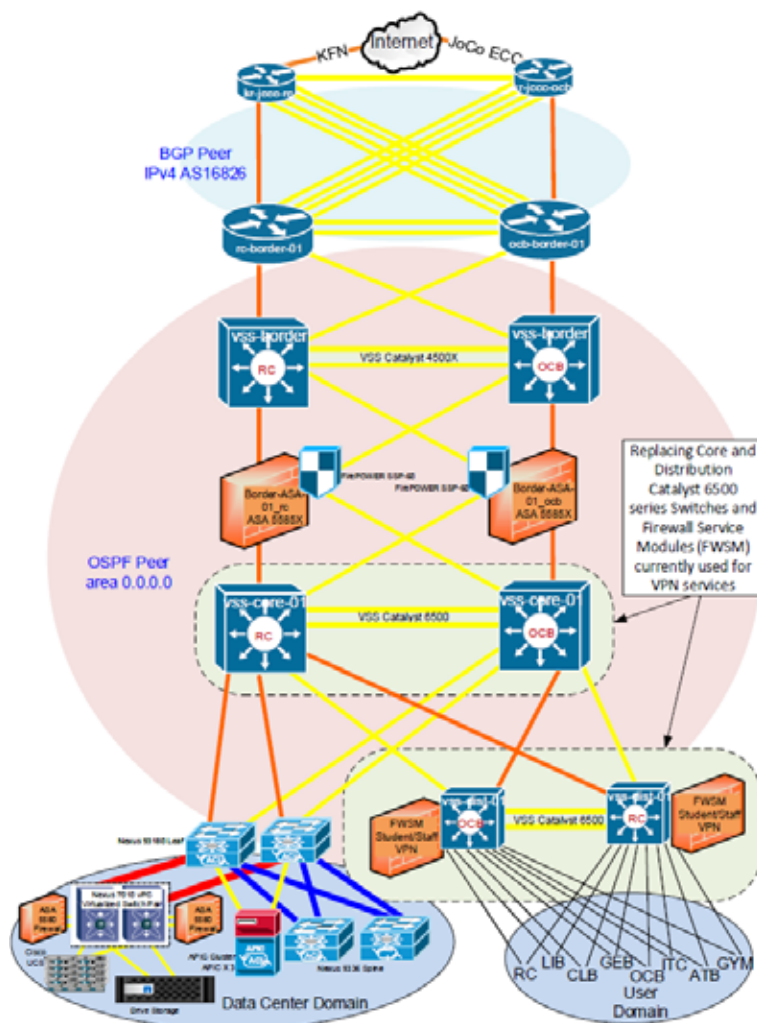
Cloud Migration Update

In 2014, Information Services instituted a "cloud first" strategy in an effort to bolster disaster recovery efforts and shrink the increasing footprint and cost associated with data center servers and storage. At the time, the college licensed 78 administrative applications, 80% of which were housed on-premise. Today, 31% of the 86 administrative applications are located in the college's data center. We have already seen a significant reduction in the cost of capital needed to support the portfolio of vendor delivered applications:

On-Premise Storage	2014	Cost	2018	Cost
Physical Server and Virtual Machine Count	353	\$897,484	288	\$614,141
On-Premise Storage (TB)	232	\$869,867	140	\$279,030
TOTAL		\$1,767,351		\$893,171

Planned Network Infrastructure Upgrades: A series of upgrades are planned for FY19 to update existing infrastructure supporting students and staff:

- Ø Virtual Switching System (VSS) Core and Distribution – The diagram below highlights the network equipment that will be upgraded. The Core is the central network routing point for all traffic between users, data center, and Internet. The Core will be upgraded to current generation Cisco Catalyst 6800 series switches to provide fully redundant, high performance, and virtualized switching solution. The Distribution layer outlined below, provides fiber connectivity for all access layer switches located in data closets throughout the campus. This upgrade provides additional fiber connectivity in support of the Campus Fiber Plant and Facilities Master Plan projects. Additional fiber connectivity is needed to complete redundant fiber paths for the data closet switches and new building construction. The Distribution Firewall Service Modules will be upgraded to Cisco Next Generation Firewall Security Appliances providing authorized, secure remote connectivity for Students, Employees, and Vendors.



Institutional Value: Re-engineering network infrastructure improvements capable of supporting next-generation campus communications and technologies

Main Campus Fiber Plant

The physical network infrastructure was in need of a fiber plant design, replacement, and repair to provide high-availability services to the campus community. The new fiber allows for increased capacity and survivability, resulting in a highly flexible, stable and responsive campus network infrastructure for all campus fiber constituents (Information Services, Campus Services, Campus Police, and Video Services).

Collaboration with the aforementioned departments were included in the fiber design to address needs for a sustainable, future-proof fiber plant design for the college as a whole. The fiber plant design has been implemented in multiple phases starting with the northwest area of the campus. This fiber design now provides diverse fiber paths for service connectivity that has a necessary need for redundancy. Creating second fiber paths to buildings directly impacted by the Facilities Master Plan are all that remains on this project (i.e.: ATB, GYM, SC, WLB).

- Ø Fiber Plant Implementation Phase I (Red): Completed
Phase I Buildings (GYM, HCDC, HSC, PA, WH): \$208,124
Phase I Access (Direct path to data center from College Blvd): \$49,150
Phase I Kansas (Fiber Network Connection Replaces Zayo): \$35,153
- Ø Fiber Plant Implementation Phase II (Green): Completed
Phase II Buildings (ATB, CLB, CSB, GP, LIB, PGGG, RC, SCI, and WLB): \$386,005
- Ø Fiber Plant Implementation Phase III (Yellow): Completed
Phase III Closing the Loop: \$335,105
- Ø Fiber Plant Implementation Phase IV (Blue): Completed
Creating second entrances (CC-LIB, PGGG-CLB, PGGG-GP, BB-ITC, Lateral-CC, BB-OCB, BB-Quivira, BB-HCDC, HCDC-HSC, HSC-PA, PA-Warehouse, Lateral-HCA, Lateral-GP): \$355,874
RC campus entrance and upgrading KFN KanREN Line: \$38,183
Data Center Fiber Distribution: \$16,196

MANAGEMENT COMMITTEE
Working Agenda
FY 2018-2019

- MA-1 Review and Update Policies as needed
- MA-2 Guide Budget Development
- FY 2018-2019 Legal budget publication (July)
 - Assessed valuation: Update (July)
 - FY 2018-2019 Budget adoption (August)
 - Management Budget reallocations: Semi-annual review (August, January)
 - Proposed Budget guidelines and calendar for FY 2019-2020 (October)
 - Budget Projection Model: Review (November)
 - Guidelines for FY 2019-2020 Budget adoption (December)
 - Board of Trustees budget workshop: Update (April)
 - Budget: Monthly update
- MA-3 Stewardship of College Finances
- Banking Services (January)
 - Kansas Municipal Investment Pool (KMIP) statement of assets: semi-annual review (November, May)
 - Financial Ratio Analysis (January)
 - Bonds: Bond Counsel; Financial Advisor (June)
- MA-4 Monitor Facilities
- Capital acquisitions and improvements: monthly progress report
 - FY 2019 Capital Infrastructure Inventory and One, Five and Ten-Year Replacement Plan: review (June)
 - Leases – as needed
 - Review and recommend financial plans for capital improvements to the Board of Trustees
- MA-5 Monitor Business Services
- Sole-Source/Non-Competitive Purchases report: Review monthly purchasing report
 - Bid/RFP review and recommendations
 - Procurement Card Program summary (April)

- MA-6 Monitor Information Services
- Information Technology Quarterly Report (July, October, January, April)
- MA-7 Insurance Program: Report (July, January)
- MA-8 Highlight various JCCC programs and activities
- Sustainability
 - Cultural Offerings
 - Grants Activities
 - Continuing Education
 - (Others may include Athletics, Auxiliaries, or other departments we wish to highlight)
- MA-9 JCCC Foundation annual report (October)
- MA-10 Monitor Community and Governmental Relations
- JCCC Official Newspapers (June)
 - Sponsorships (June)
 - College Lobbyist update (November)
- MA-11 Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements as needed
- MA-12 Management Committee Working Agenda (July)

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 2, 2018

TREASURER'S REPORT

REPORT:

The following pages contain the Treasurer's Report for the month ended August 31, 2018.

State aid payments of \$10,630,740 were received during August and recorded in the General/Postsecondary Technical Education Funds. An ad valorem tax distribution of \$4.7 million was received from Johnson County in September and will be reflected in next month's report.

Expenditures in the primary operating funds are within approved budgetary limits.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the Treasurer's Report for the month of August 2018, subject to audit.

Rachel Lierz
Associate Vice President
Financial Services/CFO

Barbara A. Larson
Executive Vice President
Finance and Administrative Services

Joseph M. Sopcich
President

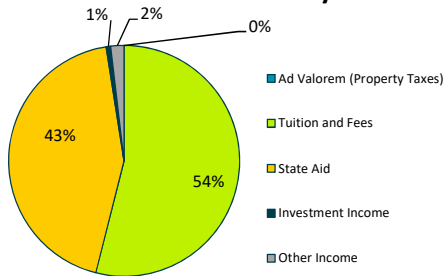
JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
I. GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS

	ADOPTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
GENERAL/PTE FUNDS					
Ad Valorem (Property Taxes)	\$ 99,506,143	\$ -	\$ -	0%	\$ -
Tuition and Fees	30,495,790	4,176,956	13,653,604	45%	13,968,258
State Aid	20,886,221	11,021,047	11,021,047	53%	10,740,265
Investment Income	500,000	133,263	160,821	32%	69,590
Other Income	2,500,767	266,507	468,409	19%	412,740
TOTAL REVENUE	\$ 153,888,921	\$ 15,597,773	\$ 25,303,881	16%	\$ 25,190,852
Salaries and Benefits	\$ 113,246,968	\$ 7,496,048	\$ 13,169,843	12%	\$ 12,499,784
Current Operating	29,382,470	3,065,476	5,030,979	17%	5,330,491
Capital	11,730,479	152,648	178,575	2%	74,550
Debt Service	3,452,535	-	-	0%	-
TOTAL EXPENSES	\$ 157,812,452	\$ 10,714,173	\$ 18,379,397	12%	\$ 17,904,825

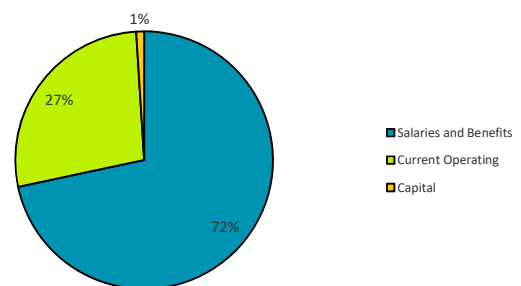
Unencumbered Cash Rollforward:

Beginning Balance	\$ 99,959,133	\$ 87,965,755
Revenues Over Expenses	6,924,484	7,286,027
Encumbrances & Other Activity	(20,684,778)	(15,267,076)
Ending Balance	<u>\$ 86,198,839</u>	<u>\$ 79,984,706</u>

Actual YTD Revenues by Source



Actual YTD Expenses by Source



JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
I. GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS
EXPENDITURE DETAIL BY NATURAL CLASSIFICATION

	ADJUSTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE	YTD CHANGE FROM PRIOR YEAR
Salaries	85,702,903	\$ 5,442,783	\$ 9,721,010	11%	\$ 9,268,470	5%
Benefits	27,544,485	2,053,266	3,448,833	13%	3,231,314	7%
Consultants	-	-	-	0%	26,675	-100%
Event Officials	56,220	1,680	13,841	25%	9,266	49%
Legal Services	175,000	2,689	2,689	2%	1,245	116%
Lobbyist Services	27,840	-	-	0%	-	100%
Audit Services	75,000	3,100	3,100	4%	2,600	19%
Collection Costs	80,000	2,044	4,933	6%	9,181	-46%
Insurance, Property/Casualty & Rel	599,667	162,575	217,174	36%	222,473	-2%
Other Contracted Services	8,652,180	671,159	1,007,492	12%	1,212,203	-17%
SB 155 Shared Funding Payments	528,360	-	-	0%	-	100%
Overnight Travel	921,263	19,471	20,198	2%	40,749	-50%
Lobbyist Travel & Other	8,600	-	-	0%	-	0%
Travel - AQIP	30,000	-	-	0%	-	100%
Staff Development Travel	350,300	31,440	31,936	9%	35,800	-11%
Faculty Continuing Ed Grants	19,000	425	425	2%	1,501	-72%
Tuition Reimbursement	575,000	9,224	16,929	3%	49,068	-65%
Same Day Travel	150,654	7,067	7,245	5%	9,329	-22%
Team Travel	-	-	-	0%	-	100%
Supplies and Materials	5,680,834	480,621	683,816	12%	839,265	-19%
Computer Software	364,385	82,598	107,256	29%	144,930	-26%
Computer Software Licenses	2,360,430	881,377	1,248,533	53%	1,043,926	20%
Technical Training Travel	23,061	1,396	496	2%	-	100%
Applicant Travel	25,000	539	864	3%	5,000	-83%
Recruiting Travel	24,632	843	961	4%	1,035	-7%
Printing, Binding & Publications	193,200	175	175	0%	14,542	-99%
Advertising and Promotions	858,000	22,161	71,897	8%	67,708	6%
Memberships	386,743	96,980	121,070	31%	128,784	-6%
Accreditation Expenses	79,875	1,980	13,124	16%	15,149	-13%
Bad Debt Expense	500,000	-	500,000	100%	500,000	0%
Electric	3,030,000	238,215	487,255	16%	485,848	0%
Water	170,000	23,925	25,745	15%	19,511	32%
Natural Gas	57,000	857	1,009	2%	848	19%
Telephone	270,622	132,499	136,552	50%	167,345	-18%
Gasoline	60,000	3,338	3,252	5%	8,716	-63%
Subscriptions	309,000	37,773	135,070	44%	2,369	5602%
Rentals and Leases	643,689	63,976	63,976	10%	163,383	-61%
Repairs and Maintenance	364,978	33,458	35,279	10%	38,945	-9%
Freight	111,000	6,224	14,987	14%	2,465	508%
Special Events	450,584	20,730	28,188	6%	24,893	13%
Retirement Recognitions	5,000	300	450	9%	237	90%
Postage	350,000	1,583	1,729	0%	1,951	-11%
Contingency	564,000	-	-	0%	-	0%
Remodeling and Renovations	1,321,775	16,084	(25,384)	-2%	-	100%
Non-Capital Furniture & Equipment	-	-	-	0%	-	100%
Library Books	162,750	22,045	32,237	20%	23,750	36%
Furniture and Equipment	2,532,726	88,885	154,109	6%	47,500	224%
Art Acquisitions	3,000	-	-	0%	-	100%
Building Improvements	7,626,831	25,634	17,612	0%	3,300	434%
Land Improvements	100,000	-	-	0%	-	100%
Other Tax Assessments	-	-	-	0%	-	100%
Income Tax	2,200	-	-	0%	-	0%
Grants	105,000	5,144	5,144	5%	5,889	-13%
Foster Care & Killed on Duty Grant	70,000	17,909	18,188	26%	27,663	-34%
Federal SEOG Match	57,130	-	-	0%	-	100%
Principal Payments	1,430,000	-	-	0%	-	100%
Interest Payments	2,017,535	-	-	0%	-	100%
Fee Payments	5,000	-	-	0%	-	100%
Mandatory Transfers	-	-	-	0%	-	100%
TOTAL EXPENSES	\$ 157,812,452	\$ 10,714,172	\$ 18,379,397	12%	\$ 17,904,825	3%



JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
II. ADULT SUPPLEMENTARY EDUCATION & STUDENT ACTIVITY FUNDS

	ADOPTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ADULT SUPPLEMENTARY EDUCATION FUND					
Tuition and Fees	\$ 4,162,174	\$ 374,033	\$ 1,154,129	28%	\$ 961,451
Investment Income	12,000	3,214	3,857	32%	3,812
Other Income	1,755,600	65,138	373,998	21%	138,825
TOTAL REVENUE	\$ 5,929,774	\$ 442,384	\$ 1,531,984	26%	\$ 1,104,089
Salaries and Benefits	\$ 3,059,444	\$ 220,015	\$ 384,863	13%	\$ 326,069
Current Operating	4,586,208	142,481	282,496	6%	520,599
Capital Items	247,720	0	0	0%	0
TOTAL EXPENSES	\$ 7,893,372	\$ 362,496	\$ 667,359	8%	\$ 846,668
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,475,882		\$ 1,044,963
Revenues Over Expenses			864,625		257,421
Encumbrances & Other Activity			(937,140)		(395,387)
Ending Balance			\$ 1,403,367		\$ 906,997
STUDENT ACTIVITY FUND					
Tuition and Fees	\$ 2,240,000	\$ 331,037	\$ 1,071,488	48%	\$ 1,090,622
Investment Income	3,000	1,644	1,919	64%	1,911
Other Income	21,500	1,878	2,794	13%	5,541
TOTAL REVENUE	\$ 2,264,500	\$ 334,559	\$ 1,076,201	48%	\$ 1,098,073
Salaries and Benefits	\$ 447,619	\$ 36,119	\$ 46,603	10%	\$ 68,266
Current Operating	698,222	27,535	34,043	5%	43,244
Capital Items	0	0	0	100%	0
Grants/Scholarships	1,383,920	8,677	12,739	1%	14,943
TOTAL EXPENSES	\$ 2,529,761	\$ 72,331	\$ 93,385	4%	\$ 126,452
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 315,230		\$ 236,137
Revenues Over Expenses			982,816		971,621
Encumbrances & Other Activity			(53,740)		(318,446)
Ending Balance			\$ 1,244,306		\$ 889,312



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
III. OTHER FUNDS**

	ADOPTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
MOTORCYCLE DRIVER SAFETY FUND					
Tuition and Fees	\$ 179,000	\$ 13,597	\$ 46,717	26%	\$ 46,566
Other Income	0	-	-	100%	-
TOTAL REVENUE	<u>\$ 179,000</u>	<u>\$ 13,597</u>	<u>\$ 46,717</u>	<u>26%</u>	<u>\$ 46,566</u>
Salaries and Benefits	\$ 71,251	\$ 8,180	\$ 13,036	18%	\$ 10,691
Current Operating	39,542	612	6,591	17%	2,156
Capital Items	0	-	-	100%	-
TOTAL EXPENSES	<u>\$ 110,793</u>	<u>\$ 8,792</u>	<u>\$ 19,627</u>	<u>18%</u>	<u>\$ 12,846</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 694,915		\$ 577,641
Revenues Over Expenses			27,090		33,720
Encumbrances & Other Activity			(969)		(85)
Ending Balance			<u>\$ 721,036</u>		<u>\$ 611,276</u>
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	\$ 350,000	\$ 6,198	\$ 39,716	11%	\$ 40,424
TOTAL REVENUE	<u>\$ 350,000</u>	<u>\$ 6,198</u>	<u>\$ 39,716</u>	<u>11%</u>	<u>\$ 40,424</u>
Salaries and Benefits	\$ 299,086	\$ 14,172	\$ 17,393	6%	\$ 4,492
Current Operating	\$ 585,316	11,695	12,827	2%	10,555
Capital	-	-	-	#DIV/0!	-
TOTAL EXPENSES	<u>\$ 884,402</u>	<u>\$ 25,868</u>	<u>\$ 30,221</u>	<u>3%</u>	<u>\$ 15,047</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 147,926		\$ 66,529
Revenues Over Expenses			9,495		25,377
Encumbrances & Other Activity			(24,103)		(13,141)
Ending Balance			<u>\$ 133,318</u>		<u>\$ 78,765</u>
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	\$ 387,320	\$ -	\$ -	0%	\$ -
Interest Income	0	991	1,198	0%	1,038
TOTAL REVENUE	<u>\$ 387,320</u>	<u>\$ 991</u>	<u>\$ 1,198</u>	<u>0%</u>	<u>\$ 1,038</u>
Current Operating	\$ 305,000	\$ 401	\$ 401	0%	\$ 759
TOTAL EXPENSES	<u>\$ 305,000</u>	<u>\$ 401</u>	<u>\$ 401</u>	<u>0%</u>	<u>\$ 759</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 785,243		\$ 617,870
Revenues Over Expenses			797		279
Encumbrances & Other Activity			(11,399)		(11,041)
Ending Balance			<u>\$ 774,641</u>		<u>\$ 607,108</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
IV. AUXILIARY ENTERPRISE FUND - SCHEDULE 1**

	ADOPTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUES					
Concessions	\$ 10,000	\$ 97	\$ 97	1%	\$ -
Cosmetology	30,000	2,136	4,390	15%	3,414
Bookstore	6,661,000	2,071,106	2,563,948	38%	2,471,511
Dining Services	2,290,000	177,752	227,900	10%	201,737
Coffee Bars	534,000	30,881	42,638	8%	32,103
Vending	401,000	16,782	20,758	5%	28,681
Hiersteiner Center	969,500	90,406	166,838	17%	165,372
HVAC Auxiliary & Auto Technology Project	4,000	-	132	3%	111
Printing	275,000	14,677	44,208	16%	57,070
Dental Hygiene	5,000	18	18	0%	-
Hospitality Management & Pastry Program	55,000	750	750	1%	-
Café Tempo	200,000	16,328	27,388	14%	23,163
Campus Farm	8,500	3,536	5,488	65%	4,631
TOTAL REVENUES	\$ 11,443,000	\$ 2,424,468	\$ 3,104,552	27%	\$ 2,987,793
EXPENSES					
Concessions	\$ 8,500	\$ 707	\$ 707	8%	\$ 879
Cosmetology	24,000	30	3,356	14%	4,954
Bookstore	5,941,354	1,368,422	1,511,833	25%	2,019,356
Dining Services	3,139,890	218,784	313,553	10%	316,174
Coffee Bars	640,773	43,995	60,289	9%	54,536
Vending	497,522	42,350	62,099	12%	63,893
Hiersteiner Center	1,684,125	142,093	196,503	12%	182,242
HVAC Auxiliary & Auto Technology Project	4,000	151	151	4%	-
Printing	250,000	5,270	5,270	2%	7,404
Dental Hygiene	5,000	-	-	0%	-
Hospitality Management & Pastry Program	55,000	-	-	0%	-
Café Tempo	330,284	25,203	40,671	12%	34,517
Campus Farm	8,500	227	227	3%	-
SUBTOTAL	\$ 12,588,948	\$ 1,847,233	\$ 2,194,660	17%	\$ 2,683,955
Other Auxiliary Services Expenses					
Student Center Renovations	\$ 500,000	\$ -	\$ -	0%	\$ -
Auxiliary Construction	35,000	4,960	4,960	14%	-
Campus Services	-	-	-	0%	-
Director	55,850	91	(1,850)	-3%	15,316
Fine Art	-	-	-	0%	-
TOTAL EXPENSES	\$ 13,179,798	\$ 1,852,284	\$ 2,197,770	17%	\$ 2,699,271
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 3,564,332		\$ 3,232,760
Revenues Over Expenses			906,781		288,522
Encumbrances & Other Activity			(504,733)		398,328
Ending Balance			\$ 3,966,380		\$ 3,919,610



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
IV. AUXILIARY ENTERPRISE FUND - SCHEDULE 2**

	2018-2019 YEAR TO DATE NET	2017-2018 YEAR TO DATE NET	NET CHANGE FROM PRIOR YR
Concessions	\$ (610)	\$ (879)	\$ 268
Cosmetology	1,034	(1,540)	2,574
Bookstore	1,052,114	452,155	599,959
Dining Service	(85,653)	(114,437)	28,785
Coffee Bars	(17,651)	(22,433)	4,782
Vending	(41,341)	(35,211)	(6,129)
Hiersteiner Center	(29,665)	(16,869)	(12,796)
HVAC Auxiliary & Auto Technology Project	(20)	111	(131)
Printing	38,938	49,666	(10,728)
Dental Hygiene	18	-	18
Hospitality Management & Pastry Program	750	-	750
Café Tempo	(13,283)	(11,354)	(1,929)
Campus Farm	5,261	4,631	630
	<u>\$ 909,891</u>	<u>\$ 303,838</u>	<u>\$ 606,053</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
V. PLANT & OTHER FUNDS**

	ADOPTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,927,041		\$ 1,927,041		\$ 1,902,973
TOTAL REVENUE	1,643,046	\$ 243,411	778,081	47%	792,143
TOTAL EXPENSES	1,713,260	1,030	1,030	0%	1,030
Encumbrances & Other Activity			0		(0)
Ending Balance			<u>\$ 2,704,092</u>		<u>\$ 2,694,086</u>
COMMONS (COM) & INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,459,531		\$ 1,459,531		\$ 1,331,833
TOTAL REVENUE	150,000	\$ 14,350	27,232	18%	27,358
TOTAL EXPENSES	530,000	0	-	0%	(9,546)
Encumbrances & Other Activity			(20,841)		(1)
Ending Balance			<u>\$ 1,465,922</u>		<u>\$ 1,368,736</u>
CAPITAL OUTLAY & SERIES 16 CAPITAL OUTLAY GENERAL OBLIGATION PRINCIPAL & INTEREST FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 9,493,605		\$ 9,493,605		\$ 7,846,579
TOTAL REVENUE	5,738,041	\$ 10,840	13,697	0%	13,258
TOTAL EXPENSES	10,288,375	1,899,670	1,892,065	18%	1,815,198
Encumbrances & Other Activity			(565,823)		(403,456)
Ending Balance			<u>\$ 7,049,414</u>		<u>\$ 5,641,183</u>
CAMPUS DEVELOPMENT FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,408,393		\$ 1,408,393		\$ 1,702,062
TOTAL REVENUE	966,030	\$ 144,853	464,218	48%	473,407
TOTAL EXPENSES	2,400,000	0	-	0%	30,629
Encumbrances & Other Activity			1		(84,632)
Ending Balance			<u>\$ 1,872,612</u>		<u>\$ 2,060,208</u>
CAMPUS IMPROVEMENTS SERIES 16 CAPITAL OUTLAY GENERAL OBLIGATION BONDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 454,768		\$ 454,768		\$ 372,090
TOTAL REVENUE	0	\$ 2,264	4,525	0%	5,478
TOTAL EXPENSES	454,768	0	(4,711)	-1%	(45,577)
Encumbrances & Other Activity			(28,660)		0
Ending Balance			<u>\$ 435,344</u>		<u>\$ 423,145</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
V. PLANT & OTHER FUNDS (CONTINUED)**

	ADOPTED BUDGET 2018-2019	ACTIVITY THIS MONTH 2018-2019	ACTIVITY YEAR TO DATE 2018-2019	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ARTS BUILDING CONSTRUCTION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 4,604,562		\$ 4,604,562		\$ -
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	14,762,431	681,713	296,993	2%	2,325
Encumbrances & Other Activity			683,656		2,325
Ending Balance			<u>\$ 4,991,225</u>		<u>\$ -</u>
CAREER AND TECHNICAL EDUCATION CONSTRUCTION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 6,259,190		\$ 6,259,190		\$ -
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	21,095,790	1,581,048	1,056,179	5%	2,325
Encumbrances & Other Activity			1,582,990		2,325
Ending Balance			<u>\$ 6,786,001</u>		<u>\$ -</u>
ATB RENOVATION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,916,469		\$ 1,916,469		\$ -
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	19,510	-	-	0%	-
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,916,469</u>		<u>\$ -</u>
OUTDOOR SITE & ATHLETIC IMPROVEMENT					
Unencumbered Cash Rollforward:					
Balance Forward	\$ -		\$ -		\$ -
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	14,633,713	-	-	0%	-
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ -</u>		<u>\$ -</u>
ALL OTHER FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,796,839		\$ 1,796,839		\$ 2,130,763
TOTAL REVENUE	99,454,184	\$ 584,163	808,892	1%	1,107,747
TOTAL EXPENSES	81,850,387	261,842	393,280	0%	414,282
Encumbrances & Other Activity			(81,802)		(793,426)
Ending Balance			<u>\$ 2,130,649</u>		<u>\$ 2,030,802</u>



JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
VI. INVESTMENTS

FUND	CD#	DATE OF ISSUE	DATE OF MATURITY	TERM	INTEREST RATE	MATURED THIS MONTH	INTEREST RECEIVED	CURRENT INVESTMENTS
Capital City Bank	16824507	05/10/18	08/02/18	84 d	1.920	\$ 6,000,000.00	\$ 26,511.78	
Capital City Bank	16800715	05/17/18	08/09/18	84 d	1.920	10,000,000.00	44,186.30	
UMB Bank	T-Bill 243008777	05/24/18	08/16/18	84 d	1.870	9,957,148.80	42,851.20	
UMB Bank	T-Bill 545205464	05/31/18	08/23/18	84 d	1.851	3,983,032.92	16,967.08	
UMB Bank	T-Bill 545207836	06/14/18	08/23/18	70 d	1.890	5,978,330.60	21,669.40	
UMB Bank	T-Bill 545207837	06/14/18	08/30/18	77 d	1.892	8,964,220.72	35,779.28	
Commerce Bank	296015169	06/07/18	08/30/18	84 d	1.947	9,000,000.00	40,320.00	
UMB Bank	T-Bill 545207835	06/14/18	09/06/18	84 d	1.893			\$ 7,965,299.23
UMB Bank	T-Bill 545207838	06/14/18	09/06/18	84 d	1.893			9,956,624.03
UMB Bank	T-Bill 545207839	06/14/18	09/13/18	91 d	1.906			9,952,705.28
Bank of Kansas City	CDARS 1021505168	06/21/18	09/20/18	91 d	2.000			6,000,000.00
Capital City Bank	16809807	06/28/18	09/27/18	91 d	2.020			7,000,000.00
Capitol Federal Savings	70168684	07/05/18	10/04/18	91 d	2.040			6,000,000.00
Capital City Bank	16816988	07/12/18	10/11/18	91 d	2.080			8,000,000.00
Bank of Kansas City	CDARS 1092202921	07/19/18	10/18/18	91 d	2.030			5,000,000.00
Capital City Bank	16837518	08/02/18	10/25/18	84 d	2.080			6,000,000.00
Capitol Federal Savings	70169536	08/09/18	11/01/18	84 d	2.090			10,000,000.00
Capitol Federal Savings	70169537	08/09/18	11/08/18	91 d	2.100			8,000,000.00
UMB Bank	T-Bill 545216636	08/16/18	11/15/18	91 d	2.040			5,969,636.33
Capitol Federal Savings	70169847	08/23/18	11/29/18	98 d	2.120			10,000,000.00
UMB Bank	252080386	08/30/18	12/06/18	98 d	2.080			9,000,000.00
PREVIOUSLY REPORTED INTEREST TOTAL							134,377.00 362,662.04	108,844,264.87
Municipal Investment Pool: (MIP) Daily Rate		08/01/18	08/31/18	31 d	1.500 *		11,265.99	7,812,761.83
PREVIOUSLY REPORTED INTEREST TOTAL							7,390.87 18,656.86	
GRAND TOTAL							<u>\$ 381,318.90</u>	<u>\$ 116,657,026.70</u>

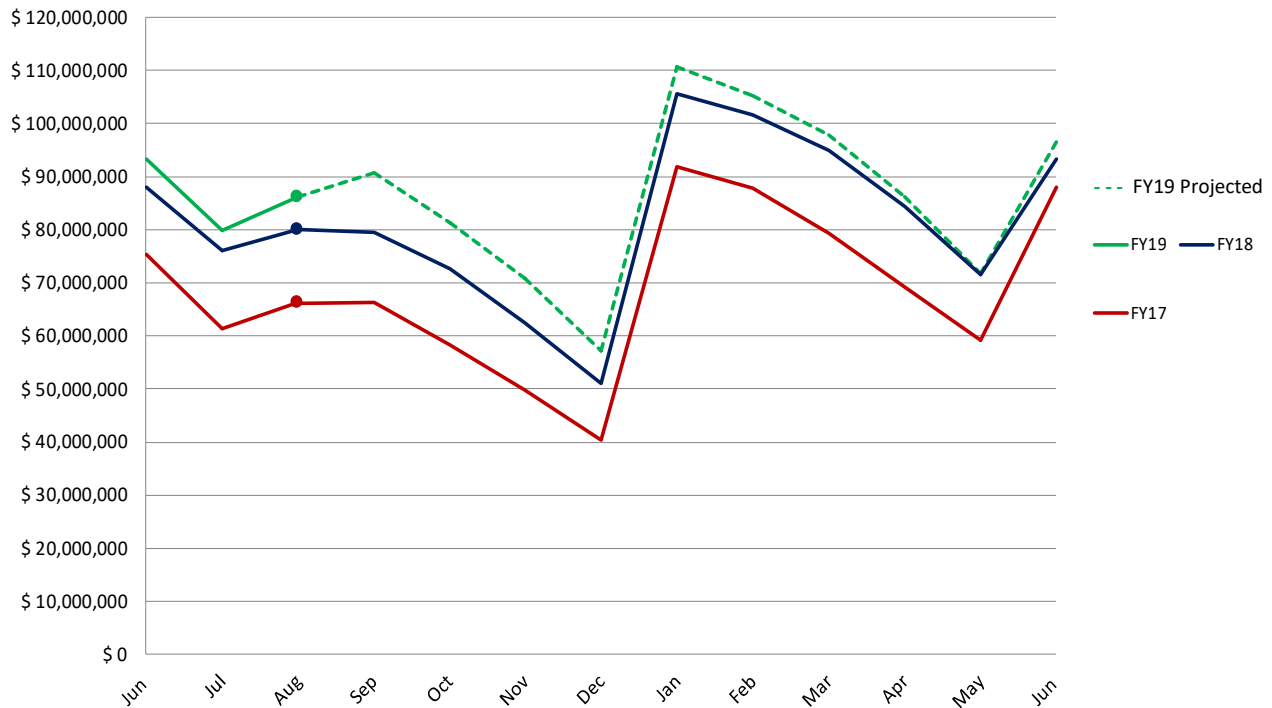
* Average daily rate earned for the month of August = 1.50
Rates varied from 1.50 to 1.50
Average 3 month T-Bill rate for the month of August = 2.044
Rates varied from 1.97 to 2.07



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
VII. CASH AND POOLED INVESTMENT ANALYSIS**

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	\$ 109,252,249	\$ 23,053,410	\$ 86,198,839	\$ 79,984,706
Adult Supplementary Education Fund	2,563,554	1,160,187	1,403,367	906,997
Student Activity Fund	1,311,598	67,292	1,244,306	889,312
Motorcycle Driver Safety Fund	722,089	1,053	721,036	611,276
Truck Driver Training Fund	165,595	32,278	133,318	78,765
Auxiliary Enterprise Funds	4,964,649	998,268	3,966,380	3,919,610
Revenue Bond Debt Service Fund	2,764,716	60,624	2,704,092	2,694,086
COM Repair and Replacement Reserve Fund	14,139	0	14,139	14,139
ITC Repair & Maintenance Reserve Fund	1,477,016	25,232	1,451,784	1,354,597
Capital Outlay & Series 16 GO P&I Funds	8,646,128	1,596,714	7,049,414	5,641,183
Campus Development Fund	1,903,016	30,405	1,872,612	2,060,208
Special Assessments Fund	790,406	15,765	774,641	607,108
All Other Funds	3,878,346	1,747,697	2,130,649	2,030,802
TOTAL	\$ 138,453,500	\$ 28,788,925	\$ 109,664,575	\$ 100,792,788
Series 16 GO Capital Outlay Bond Proceeds	\$ 1,329,708	\$ 894,364	\$ 435,344	\$ 423,145

**General/Post-Secondary Technical Education (PTE) Funds
Unencumbered Cash 3 Yr Monthly Trend**



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
AUGUST 31, 2018
16.7% OF YEAR EXPIRED
VIII. FOUNDATION**

	ACTIVITY YEAR TO DATE AUGUST 31, 2018	PRIOR YEAR ACTIVITY TO DATE	\$ CHANGE	CHANGE %
<u>FOUNDATION</u>				
Contribution Income	\$ 172,408	241,301		
Event Revenue	175,067	119,462		
Investment Income	0	0		
Other Revenue	12,369	21,833		
TOTAL REVENUE	<u>\$ 359,844</u>	<u>\$ 382,596</u>	\$ (22,752)	(5.9) %
Student Assistance	\$ 26,775	7,295		
Program Support	17,673	40,649		
Project Support	549	5,600		
Campus Support	5,249	6,000		
Programming Expenses	10,396	10,995		
General & Administrative Expenses	35,695	15,852		
TOTAL EXPENSES	<u>\$ 96,337</u>	<u>\$ 86,391</u>	\$ 9,946	11.5 %
Balance Forward	\$ 44,512,980	32,395,486		
Revenues Over Expenses	263,507	296,205		
Ending Balance	<u>\$ 44,776,487</u>	<u>\$ 32,691,691</u>	\$ 12,084,796	37.0 %

REPORT: The Board/Administration negotiations team recommends Board ratification of the substantive negotiated changes to the Master Agreement between the Board of Trustees and the Faculty Association as set forth in the Term Sheet below.

Term Sheet
Master Agreement between
Johnson County Community College Board of Trustees and
JCCC Faculty Association
October 16, 2018 – June 30, 2021

MA Reference	Pertains to:	Substantive Change
Recognition, II, 1	Construct of the Bargaining Unit	Add language to incorporate currently effective Staffing Authorization table to update and amend Addendum 1 list of “Positions in the Bargaining Unit” to ensure list remains current following execution of contract.
Recognition, II, 2	Assignment of Titles	Modify language to assign title of Associate Professor upon completion of 3 rd continuous contract year rather than at beginning of 4 th continuous contract year. Modify language to assign title of Professor upon completion of 10 th continuous contract year rather than at beginning of 11 th continuous contract year.
Workload, X, 12 Appendix A.3	Joint Workload Committee	Remove provision that established Joint Standing Workload Committee as having sunset under its own language.
Workload, X, 12	Conflict of Commitment	Adds a provision that affirms the primary professional commitment of full-time faculty is to the College and that they should not engage in outside activities that conflict with this primary obligation of teaching and College service.
Leaves, XI, 6	Returning from Parental Leave	<p>Adds language that permits spouses to each take 12 weeks of parental leave, simultaneously or consecutively. Adds language to clarify that accrued sick leave may be used only as part of the 12 weeks of allowable parental leave.</p> <p>Adds language that permits teaching faculty to be temporarily reassigned to project work if returning from parental leave within five weeks or less of the end of the academic semester.</p>

Salaries, XII, 1	Compensation for all bargaining unit members	<p>Based on the placement of bargaining unit members within the salary grid, effective with the pay period beginning October 16, 2018, average annual salary increases for the bargaining unit for contract years 2018-19, 2019-20 and 2020-21 increase as follows: 3.0% (less step-increase amounts recognized prior to October 16, 2018), 3.0%, and 3.0%.</p> <p>Supplemental Contracts for overload, honors, music and summer assignments, beginning with the Winterim 2018 semester, will receive an increase of: 3.0%, 3.0%, and 3.0% for contract years 2018-19, 2019-20 and 2020-21.</p> <p>403(b) payment adjustments will be effective beginning October 16, 2018.</p> <p>Individual bargaining unit members' annual increases will vary depending on their placement within the grid. Human Resources (HR) will provide the updated Instructional Salary Schedules for 2018-2019, 2019-2020 and 2020-2021 to the FA prior to the FA ratification vote.</p>
Salaries, XII, 1	Compensation for all bargaining unit members Salary True-Up	Each bargaining unit member will receive a one-time lump sum payment on or before November 30, 2018, in the gross amount representing the difference between: (1) the base salary to which the bargaining unit member would have been entitled between July 1 and October 15, 2018, had the above salary increase been effective on July 1, 2018; and (2) the actual base salary to which the bargaining unit member was paid between July 1 and October 15, 2018. The lump sum payment will be subject to standard state and federal tax withholdings.
Salaries, XII, 4 (formerly Salaries, XII, 4 & 5)	Top of Range	Those bargaining unit members who will not receive a salary increase due to their current salary exceeding the salary determined by their placement on the salary grid will receive a one-time lump sum stipend in the amount of \$1,500 for each year in which they will not receive a salary increase.
Salaries, XII, 13-14 (formerly Salaries, XII, 13)	Honors Courses	Add language to provide faculty members a stipend of \$500/semester for each Honors course taught, require ongoing orientation and collaboration for faculty engaged in teaching honors courses, provide Director of Honors Program with discretion to designate Honors faculty, and establish maximum enrollment of 18 students in Honors courses.
Salaries, XII, 15	Applied Music Lessons	Add provision to acknowledge that applied private music lessons will not be considered part of the instructional load and increase compensation from \$200/credit hour to \$300/credit hour.
Salaries, XII, 16, Appendix A.3	Chair Compensation	Add provision to incorporate Chair Compensation Schedule into contract beginning in contract year 2019-2020, replacing current Chair compensation with an annual stipend to be paid to faculty assigned a Chair role based upon a 4-tier schedule linked to assigned credit hours, with any assignment of Chair positions within tier groups to be determined at the discretion of management.

Distinguished Service, XIII, 3.D. & 5.D.	Selection Process	Modifies selection criteria to place more emphasis on divisional responsibilities, community engagement and professional growth. Adds language to clarify application requirements, limiting portfolio submissions to 60 pages, and authorizing the College Awards Committee to pull an application from consideration by majority vote if it is determined the applicant has failed to meet application requirements.
Benefits, XV, 3.C.	Benefits	Bargaining unit members in Group 1 will continue to pay 25% of the annual medical and dental plan premium increase and the College will pay 75% of the increase for contract years 2018-19, 2019-20. Beginning in contract year 2020-2021, Bargaining unit members in Group 1 will pay 50% of the medical and dental plan premium increase for that year and the College will pay 50% of the increase. For Group 1 members, flex credit amount of \$1,108.94 remains the same. Group 2 benefit provisions will remain the same.
Retirement, XVI	Retirement incentive program	Remove provision that established Retirement Incentive Program as having sunset under its own language.
Calendar, XVIII, 1 & 2	Contract Days	Modify language to change number of teaching days beginning in contract year 2020-2021 from 165 days to 155 days for 9 and 10-month faculty and to specify the remaining of the total 179 contract days shall include 5 curriculum development and preparation days, 9 scheduled professional development days and an additional 10 days to be allocated for curriculum development, exam preparation and grading, faculty engagement and other purposes as recommended by the Calendar Committee at the discretion of the Administration.
Calendar, XVIII, 8	Librarian position contract days	Add provision to state that a faculty member holding the position of Librarian may be assigned to either a 9-month or 12-month position upon agreement of the faculty member, Library Director, Dean and CAO. The fall and spring semesters for 9-month Librarians shall consist of 179 contract days. The number of working days for 12-month Librarians shall remain equal to that required of other 12-month faculty.
Duration, XXI	Length of contract	The length of contract will be three years, from October 16, 2018 through June 30, 2021.

RECOMMENDATION: It is the recommendation of the college administration that the Board of Trustees accept and ratify the modifications/substantive changes to terms of the Master Agreement between the Board of Trustees and the Faculty Association for a term period of October 16, 2018 to June 30, 2021, as negotiated and as presented above.

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 16, 2018

CASH DISBURSEMENT SUMMARY

REPORT:

Supplement A to the October 16, 2018 Board Packet contains the accounts payable disbursements. The Cash Disbursement Summary includes accounts payable, tuition refunds, and financial aid disbursements.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
09/06/18	00670413-00670447	AP	\$ 98,381.21
09/06/18	!0034530-!0034545	ACH	16,922.76
09/07/18	00670448-00670472	AP	296,663.56
09/07/18	!0034546-!0034554	ACH	131,258.71
09/10/18	00670473-00670507	AP	268,604.25
09/10/18	!0034555-!0034558	ACH	825.51
09/11/18	00670508-00670542	AP	61,084.19
09/11/18	!0034559-!0034565	ACH	14,438.50
09/12/18	00670543-00670567	AP	42,260.59
09/12/18	!0034566-!0034569	ACH	555,714.62
09/13/18	!0034570	P-Card Wire	253,315.81
09/13/18	00670568-00670591	AP	389,304.09
09/13/18	!0034571-!0034573	ACH	182.99
09/14/18	00670592-00670657	AP	68,917.83
09/14/18	!0034574-!0034583	ACH	10,605.91
09/17/18	00670658-00670684	AP	211,401.33
09/17/18	!0034584	ACH	3,000.00
09/18/18	00670685-00670736	AP	1,267,542.55
09/18/18	!0034585-!0034592	ACH	240,466.55
09/18/18	W0000151	Wire	4,845.00
09/19/18	00670737-00670762	AP	72,631.10
09/19/18	!0034593-!0034599	ACH	338,009.49
09/20/18	00670763-00670794	AP	270,680.97
09/20/18	!0034600-!0034601	ACH	7,580.82
09/21/18	00670795-00670807	AP	30,648.08
09/21/18	!0034602-!0034604	ACH	47,581.52

09/24/18	00670808-00670848	AP	66,550.30
09/24/18	!0034605-!0034610	ACH	32,441.20
09/25/18	00670849-00670896	AP	53,658.69
09/25/18	!0034611-!0034616	ACH	41,432.83
09/26/18	00670897-00670923	AP	193,028.59
09/26/18	!0034617-!0034624	ACH	37,508.09
09/27/18	00670924-00670982	AP	67,071.82
09/27/18	!0034625-!0034630	ACH	10,420.70
09/28/18	00670983-00671000	AP	27,233.34
09/28/18	!0034631-!0034632	ACH	149.22
10/01/18	00671001-00671024	AP	63,613.51
10/01/18	!0034633-!0034639	ACH	31,286.51

\$ 5,327,262.74

Tuition Refunds and Financial Aid Disbursements

09/07/18	10168811-10169719	867,340.62
09/14/18	10169720-10169822	88,839.41
09/21/18	10169823-10169978	133,232.45
09/28/18	10169979-10170074	95,556.98
09/01/18-09/30/18	Refund ACH	4,326,634.15

\$ 5,511,603.61

Total Cash Disbursements

\$ 10,838,866.35

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees ratify the total cash disbursements as listed above and as contained in the supplement, for the total amount of \$ 10,838,866.35.

Rachel Lierz
Associate Vice President
Financial Services/CFO

Barbara A. Larson
Executive Vice President
Finance and Administrative Services

Joseph M. Sopcich
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 16, 2018

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grant has been approved for funding.

1. Child Care Access Means Parents in School Program (CCAMPIS)
Funding Agency: U.S. Department of Education
Purpose: To subsidize the costs of child care for Pell-eligible student-parents who are enrolled in at least 9 credit hours and have children between the ages of 1 and walking through 6 years-old.
Duration: October 1, 2018 – September 30, 2022
Grant Administrator: Claire Ehney
Amount Funded: \$462,612.00
JCCC Match: -0-
JCCC Foundation Match: \$40,000.00 (\$10,000 each year)
Applicant: JCCC

The following grant have been submitted on behalf of the college.

1. Procurement Technical Assistance Center 2019
Funding Agency: U.S. Department of Defense, Defense Logistics Agency
Purpose: To continue the Procurement Technical Assistance (PTA) services to work with local business owners to grow their businesses via sales to the government.
Duration: February 1, 2019 – January 31, 2020
Grant Administrator: Jessica Johnson
Amount Requested: \$82,252.00 (JCCC sub-award amount)
JCCC Match: \$105,653.00 (cash and in-kind)
Applicant: Wichita State University
2. Welder Workforce Grant (Fall 2018)
Funding Agency: American Welding Society Foundation

Purpose: To purchase a virtual reality welding simulation trainer to enhance welding education by offering students real-time feedback on critical welding skills.

Duration: 1 year

Grant Administrator: Scott Crompton

Amount Requested: \$25,000.00

JCCC Match: -0-

JCCC Foundation Match: \$26,000.00

Applicant: JCCC

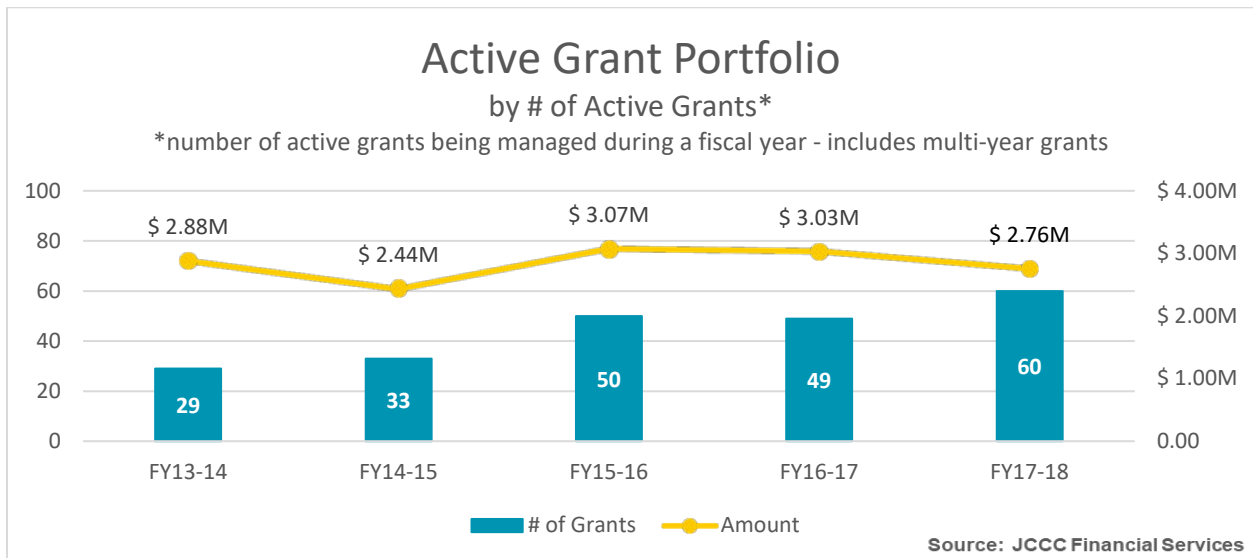
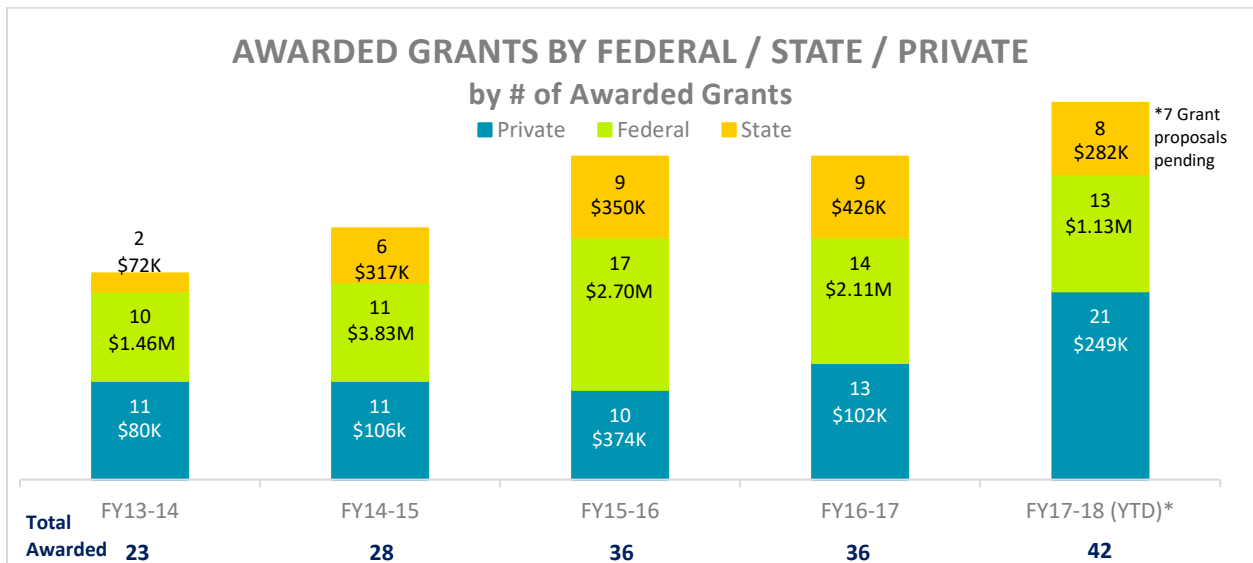
RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the acceptance of these grants and authorize expenditure of funds in accordance with the terms of the grants.

Tanya Wilson
Interim Vice President, Grants Leadership and
Development

Joseph M. Sopcich
President

The following charts reflect a 5-year summary of grant activity at JCCC through FY18.



JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 16, 2018

Curriculum

Program Catalog/Admissions Inactivation, Effective Academic Year 2018-2019

- 2130-AS: Emphasis in Biotechnology

Program Deactivations, Effective Academic Year 2018-2019

- 2110-AAS: Biotechnology
- 6150-CERT: Biotechnology Certificate

New Course, Effective Academic Year 2019-2020

- IT 175 Cybersecurity Fundamentals

Course Modifications, Effective Academic Year 2019-2020

- IT 221 Windows Server
- IT 225 Windows Active Directory Services
- IT 245 Network Infrastructure
- IT 292 Special Topics:

New Program, Effective Academic Year 2019-2020

- 4670-CERT: Cybersecurity Certificate

Program Modification, Effective Academic Year 2019-2020

- 2330-AAS: Information Technology

It is the recommendation of the college administration that the Board of Trustees approve the changes to the curriculum as indicated.

L. Michael McCloud
Vice President of Academic Affairs
Chief Academic Officer

Joseph M. Sopcich
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 16, 2018

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Amy Fisher is retiring from the college. She has requested that in lieu of a retirement gift, the \$150 designated for this gift be donated to the JCCC Foundation student scholarship fund. Ms. Fisher's funds will go to the Counseling Center Hardship Grant.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees authorize the transfer of \$150 from the general fund to the JCCC Foundation student scholarship fund in honor of Amy Fisher.

Rachel Lierz
Associate Vice President, Financial Services

Joseph M. Sopcich
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 16, 2018

HUMAN RESOURCES

1. Retirements

DAVID ELLIS (JCCC/KPERS), Counselor, Learner Engagement and Success, Student Success, effective May 1, 2019.

JOHN CHORN (KPERS), Professor, Science, Mathematics and Science, Academic Affairs, effective June 1, 2019.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed retirements.

2. Separations

ISRAEL RAMIREZ, Diversity Recruiter, Enrollment Management, Student Success, effective September 20, 2018.

BRADEN DECKER, Recruiter, Enrollment Management, Student Success, effective October 15, 2018.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed separations.

3. Employment – Regular

SETH MULLIS, Police Officer, Police, Finance and Administrative Services, effective October 1, 2018 at \$23.80 per hour.

DOUGLAS CASIDA, Police Officer, Police, Finance and Administrative Services, effective October 1, 2018 at \$24.79 per hour.

JOSE CARRILLO, Police Officer, Police, Finance and Administrative Services, effective October 1, 2018 at \$24.79 per hour.

JANE WEBB, Inventory Aide – Cosmetology, CSIT and Technical Education, Academic Affairs, effective October 8, 2018, at \$14.94 per hour.

CHRISTA VILORIA, Facilities Scheduling Coordinator, Continuing Education, Continuing Education and Organizational Development, effective October 15, 2018 at \$19.01 per hour.

Name	Position	Effective Date	Salary
Devin Siguenza	Academic Support Technician	10/1/18 - 06/30/19	19.14/hour
Marcelo Bustamante	Library Assistant - Information Desk	09/21/18 - 06/30/19	13.59/hour
David Root	Warehouse Postal Services Associate	09/24/18 - 06/30/19	13.59/hour
Irena Jaspersen	Box Office Assistant	10/01/18 - 06/30/19	12.35/hour
Kelsey Nazar	Senior Legal Counsel	10/22/18 - 06/30/19	52.08/hour

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed regular employees.

4. Employment – Temporary

Name	Position	Effective Date	Salary
Ryan Clark	Senior Tutor – Chemistry	09/17/18 - 06/30/19	18.44/hour
Caleb Durland	Dining Services Assistant III	09/20/18 - 06/30/19	11.23/hour
Carsen Rapp	Senior Tutor - Web Technologies	10/1/18 - 06/30/19	18.44/hour

Pramudi Patabadige	Senior Tutor – Chemistry	09/22/18 - 06/30/19	18.44/hour
Alejandra Sandoval	Dining Services Assistant III	09/26/18 - 06/30/19	11.23/hour
Ishmael Rodriguez	Dining Services Assistant III	09/24/18 - 06/30/19	11.23/hour
Kyungah Yoo	Dining Services Assistant – Cashier	09/25/18 - 06/30/19	11.23/hour
William Kobylinski	Information Technology - Networking Tutor	10/01/18 - 06/30/19	11.23/hour
Cary Short ^b	Assistant Professor Information Systems	01/15/19 - 05/24/19	17,109.00/total
Timothy Rothwell ^a	Safety Seminar Coord., Arts & Design, Humanities & Soc. Sci.	08/27/18 - 08/31/18	462.50/total
Tammy Keiser	Master Class Workshop, Arts & Design, Humanities & Soc. Sci.	09/10/18 - 09/21/18	1,500.00/total
Preston Brigham	Guest Speaker-GDES, Arts & Design, Humanities & Soc. Sci.	09/20/18 - 09/20/18	100.00/total
David Jones	Instr., Business	09/19/18 - 07/25/19	1,148.00/cr.hr.
Gretchen Sherk	Special Project, Carl Perkins Grant	10/01/18 - 06/30/19	35.00/hour
Keith Coleman	Instr., Honors Mentor, Honors	09/10/18 - 12/16/18	400.00/total
Colleen Duggan ^a	"	"	1,200.00/total
Jason Gray ^a	"	"	400.00/total
Darla Green ^a	"	"	400.00/total
Barry Herron ^a	"	"	400.00/total
James Hopper ^a	"	"	400.00/total
Nanette LaNier ^a	"	"	400.00/total

Kathi Lefert ^a	"	"	400.00/total
Theresa McChesney ^a	"	"	400.00/total
Matthew McCoy	"	"	400.00/total
Timothy Noble	"	"	400.00/total
James D. Patterson ^a	"	"	400.00/total
Edward Ronnebaum ^a	"	"	400.00/total
Michelle Salvato ^a	"	"	400.00/total
Heather Samuel ^a	"	"	400.00/total
Tatiana Scanlan ^a	"	"	400.00/total
Kitzeln Siebert ^a	"	"	400.00/total
Traci Jensen	Instr., Continuing Ed.	09/27/18 - 06/30/19	20.00/hour
Caitlin Wilkes	Softball - Assistant Coach	09/19/18 - 06/30/19	16,023.00/total
Mary Jean Billingsley	Instructor, First Impressions Career & Transfer Services	10/30/18 - 10/30/18	300.00/total
Claudia Martin-Ayoade	Presenter, CLEAR Program	11/08/18 - 11/08/18	30.00/hour
Nicholas Larkey	"	10/17/18 - 06/30/19	45.00/hour
Neerupma Silswal	"	10/17/18 - 06/30/19	45.00/hour
Tabi Secor	Volunteer Debate	07/01/18 - 06/30/19	non-remunerated
Jeffrey Winkel	Volunteer JCAE	09/14/18 - 06/30/19	non-remunerated

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed temporary employees.

5. Additions or Changes to the FY2018-2019 Staffing Authorization Table for Part-time Regular Staff

FROM: Dining Services Assistant
TO: Dining Services Assistant Lead, Café Tempo

FROM: Community Based Learning Coordinator
TO: Fire Science Lab Aid, CPAT Coordinator

FROM: Homestay Coordinator
TO: Senior Legal Counsel

FROM: Rubens Davanso, Dining Services Assistant I – Cashier Lead, \$16.62
TO: Rubens Davanso, Dining Services Assistant Lead Cashier, \$16.62

FROM: Matias Gomez Palua, Dining Services Assistant I, \$17.08
TO: Matias Gomez Palua, Dining Services Assistant Lead, \$17.08

FROM: Tyler Keating, Dining Services Assistant I – Cashier Lead, \$16.62
TO: Tyler Keating, Dining Services Assistant Lead Cashier, \$16.62

FROM: Brandi Soderberg, Dining Services Assistant I, \$17.43
TO: Brandi Soderberg, Dining Services Assistant Lead, \$17.43

FROM: Lori Wray, Office Assistant, \$12.47
TO: Lori Wray, Administrative Assistant, \$13.72

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed additions or changes to the FY2018-2019 Staffing Authorization Table for Part-time Regular Staff.

6. Additions or Changes to the FY2018-2019 Staffing Authorization Table for Full-time Regular Staff

FROM: Dawn Avery, Dining Services Assistant I, \$21.51
TO: Dawn Avery, Dining Services Assistant Lead, \$21.51

FROM: Cheryl Craft, Dining Services Assistant I/Food Concept Lead, \$22.62
TO: Cheryl Craft, Dining Services Assistant Lead Food Concept, \$22.62

FROM: Sarah Lamb, Dining Services Assistant I/Food Concept Lead, \$17.73
TO: Sarah Lamb, Dining Services Assistant Lead Food Concept, \$17.73

FROM: Frank Partridge, Dining Services Assistant I, \$19.95
TO: Frank Partridge, Dining Services Assistant Lead, \$19.95

FROM: Yolanda Reyes, Dining Services Assistant I, \$19.95
TO: Yolanda Reyes, Dining Services Assistant Lead, \$19.95

FROM: Melissa Stephenson, Dining Services Assistant I, \$22.29
TO: Melissa Stephenson, Dining Services Assistant Lead, \$22.29

FROM: Financial Aid Coordinator Comp & Reg
TO: Lead Financial Aid Processing Coordinator

FROM: Registration Specialist
TO: Lead Registration Specialist

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed additions or changes to the FY2018-2019 Staffing Authorization Table for Full-time Regular Staff.

7. Professor/Counselor Emeritus Status

The Master Agreement between JCCC and the JCCC Faculty Association provides for a Professor/Counselor Emeritus program to recognize and reward a bargaining unit retiree for outstanding teaching, job performance and service to the college. The program provides an opportunity for the retiree to continue service to the college after retirement. In accordance with the procedures stipulated in the Master Agreement, the following individual has been selected for Professor/Counselor Emeritus status.

Donna Duffey

Footnotes:

- a. Also full-time staff
- b. Full-time temporary position

Becky Centlivre
Vice President, Human Resources

Joseph M. Sopcich
President

JOHNSON COUNTY COMMUNITY
COLLEGE OFFICE OF THE PRESIDENT

ADDENDUM

October 16, 2018

- I. Agenda Item **XII. NEW BUSINESS** – Johnson County Community College Board of Trustees RESOLUTION to Approve JCCC Proposal to JCPRD to Create an Emergency Egress Route Connecting the Properties
- II. Agenda Item **XIV. CONSENT AGENDA – C. HUMAN RESOURCES ADDENDUM**

**Johnson County Community College
Board of Trustees Resolution
to Approve JCCC Proposal to JCPRD
to Create an Emergency Ingress/Egress Route Connecting the Properties**

WHEREAS, Johnson County Community College (JCCC) is a public higher education institution, and as such, must comply with certain Federal and State regulations related to emergency planning. JCCC has in place and continually reviews its emergency response plans, which are prepared to FEMA standards, using the National Incident Management System or NIMS; and

WHEREAS, as set forth in JCCC Board of Trustee (the “JCCC Board”) approved Safety and Security Policy 610.00, JCCC is “committed to providing a safe environment for its students, faculty, staff and visitors through the establishment of reasonable practices that: 1) support a safe and secure environment in all buildings and grounds owned, leased and operated by JCCC; 2) promote safety and emergency preparedness through policy development and programming; 3) provide appropriate types and levels of security at college activities and 4) safeguard the college’s property and physical assets”; and

WHEREAS, additionally, pursuant to Policy 610.00, the JCCC Board has delegated to “the appropriate college personnel [the responsibility of] developing and implementing necessary and appropriate procedures to address all safety matters pertaining to the college and its operations”; and

WHEREAS, JCCC employs thousands of employees, is a commuter campus for thousands of credit and noncredit students and hosts large numbers of community visitors on a regular basis – there are upward of 5,000 thousand vehicles on campus during the Spring, Summer and Fall semesters. In an emergency situation, where a campus evacuation for all or part of the campus becomes necessary, having an additional/alternative ingress/egress route becomes an important safety/security option for local police departments, first responders and other emergency organizations; and

WHEREAS, JCCC’s evacuation procedures and protocols have been highlighted and prioritized as an area for improvement by the Administration’s safety and security personnel and emergency planning teams; and

WHEREAS, as a result of the Administration’s prioritization of JCCC’s evacuation procedures and protocols, the 2016 JCCC Board-approved Facilities Master Plan

contemplated an emergency egress route through Stoll Park in coordination with the Johnson County Parks & Recreation District (JCPRD); and

WHEREAS, specifically, the 2016 Facilities Master Plan included the following recommendation, which was endorsed/adopted by the JCCC Board when the Facilities Master Plan was approved in 2016:

“JCCC should work with Johnson County and Johnson County Park & Recreation District regarding the potential to construct a road from the south of the campus through Stoll Park. This exit point will be gated, and opened only as an emergency route for egress from the campus.”

WHEREAS, recently, JCCC Administration has worked with JCPRD leadership to develop a proposal for an emergency ingress/egress route between the JCCC campus and Stoll Park that is as minimally intrusive to the Park as possible; and

WHEREAS, the Board and the Administration recognize that the language in the 2016 Facilities Master Plan referencing “the potential to construct a road” is overbroad and is more accurately stated as “the potential to construct an emergency ingress/egress route” and that such route will NOT include construction of a road from the south of the campus through Stoll Park, but only construction of a crushed gravel path from JCCC’s southern border to existing asphalt walking paths to serve the safety purposes of the Plan; and

WHEREAS, JCCC’s architects have prepared the attached images/drawings to depict the proposal, which includes: using the Park’s existing 10 foot walking path on the North side of the Park (which does not require paving any additional green space in the Park except for the small area where a paved surface would tie into the Park’s north parking lot); a crushed gravel path from the College property line to the Park’s existing walking path; utilizing existing bollards and cables at the North parking lot, but removing some of the existing bollards to allow for the width of a vehicle, and then extending a cable across the opening that could be lowered by Park Police or JCCC Police in the event of an emergency; and installing cable or bollards to the JCCC campus side entrance (the “Proposed Emergency Ingress/Egress Route”); and

WHEREAS, the Proposed Emergency Ingress/Egress Route will also be functional for and accessible to JCPRD in the event of an emergency in the Park; and

WHEREAS, the Proposed Emergency Ingress/Egress Route, whether used by JCCC or JCPRD, will only be used by coordinated law enforcement (JCCC's emergency plans provide for cooperation with all appropriate law enforcement agencies with jurisdiction in the surrounding area, included the OPPD and Johnson County Sheriff) during a catastrophic/emergency event, such as a gas explosion, following a tornado where a portion of either property has been destroyed or regular exits blocked, or an evacuation following a violent intruder event; the Proposed Emergency Ingress/Egress Route will not be used for graduations, special events or overflow parking (the "Authorized Purpose"); and

WHEREAS, JCCC Administration and JCPRD recently hosted two community listening sessions (September 18 and October 3, 2018) for the residents of the neighborhoods surrounding Stoll Park. A primary concern raised by those in attendance relate to the fear that the Proposed Emergency Ingress/Egress Route will be used for more than the above Authorized Purpose; and

WHEREAS, the JCPRD Board has been briefed on the Proposed Emergency Ingress/Egress Route and the Authorized Purpose and is prepared to review the matter at a future meeting; and

NOW THEREFORE, BE IT RESOLVED, that the JCCC Board hereby approves the Proposed Emergency Ingress/Egress Route connecting the JCCC and JCPRD properties as contemplated in the 2016 Facilities Master Plan and as specifically set forth in this Resolution; and

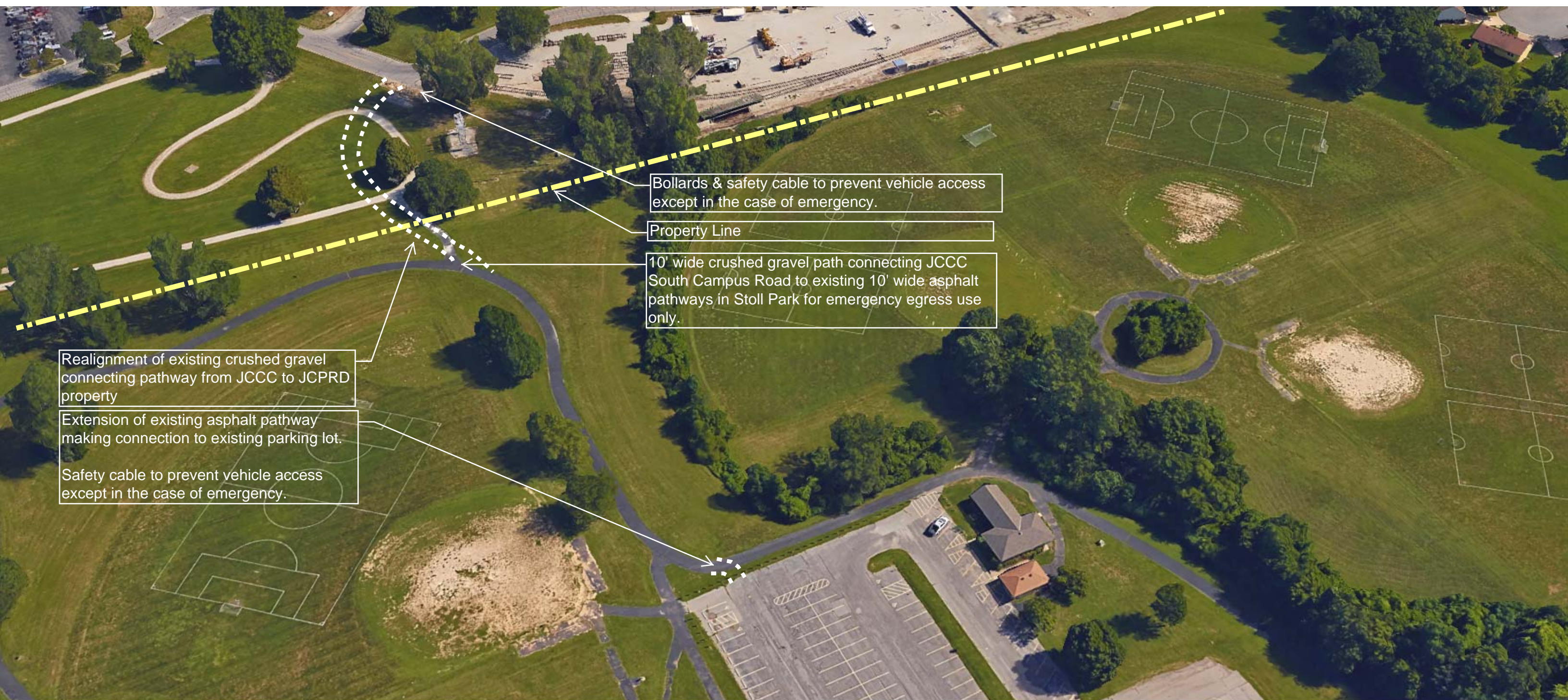
FURTHER RESOLVED, the JCCC Board hereby amends the 2016 Facility Master Plan, p. 82 to read as follows:

"JCCC will work with Johnson County and Johnson County Park & Recreation District regarding the potential to construct an emergency ingress/egress route, such as a crushed gravel path from JCCC's southern border to existing asphalt walking paths, to serve the safety purposes addressed in this Plan. This entry and exit point will be gated, and opened only as an emergency route for ingress to the campus or egress from the campus, in coordination with law enforcement authorities."

FURTHER RESOLVED, that the Board hereby approves and endorses the Proposed Emergency Ingress/Egress Route connecting the JCCC and JCPRD properties only to the extent it is carried out for the limited emergency purposes/the Authorized Purposes set

forth in this Resolution, and further confirms via this Resolution that there are no other JCCC projects/plans for use of the Proposed Emergency Ingress/Egress Route beyond the Authorized Purposes;

FINALLY RESOLVED, that the Board authorizes the appropriate College personnel to formally request the JCPRD Board to approve the Proposed Emergency Ingress/Egress Route as set forth in this Resolution and to take such other action deemed necessary and appropriate to effectuate the Proposed Emergency Ingress/Egress Route.



Bollards & safety cable to prevent vehicle access except in the case of emergency.

Property Line

10' wide crushed gravel path connecting JCCC South Campus Road to existing 10' wide asphalt pathways in Stoll Park for emergency egress use only.

Realignment of existing crushed gravel connecting pathway from JCCC to JCPRD property

Extension of existing asphalt pathway making connection to existing parking lot.

Safety cable to prevent vehicle access except in the case of emergency.

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 16, 2018

HUMAN RESOURCES ADDENDUM

1. Retirement

BARBARA FLYNN, JCCC/KPERS, Admissions Data Coordinator, Enrollment Management, Student Success, effective April 5, 2019.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed retirement.

2. Separation

KATHRYN CASE, Administrative Assistant, Continuing Education, Continuing Education and Organizational Development, effective October 3, 2018.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed separation.

3. Employment – Regular

CATHERINE CHEN, Success Advocate, Enrollment Management, Student Success, effective October 15, 2018 at \$17.98 per hour.

Name	Position	Effective Date	Salary
Joshua Graham	General Course Material Rec/Return Specialist	10/05/18 - 06/30/19	13.59/hour
Audrey Cooper	Success Advocate	10/08/18 - 06/30/19	14.94/hour

Adrita Kashyap	Dining Services Assistant Lead, Café Tempo	10/08/18 - 06/30/19	16.47/hour
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RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed regular employees.

4. Employment – Temporary

Name	Position	Effective Date	Salary
Gabriel Adams	Student Support Technician	10/10/18 - 06/30/19	11.23/hour
Cole Heard	Dining Services Assistant III- Cashier	10/08/18 - 06/30/19	11.23/hour
Maria Martinez	Honors Ambassador	10/05/18 - 06/30/19	11.23/hour
Ankeet Prasai	Student Support Technician	10/17/18 - 06/30/19	11.34/hour
Jewel McClellan	Student Support Technician	10/09/18 - 06/30/19	11.23/hour
Jackson Zumalt	Student Support Technician	10/10/18 - 06/30/19	11.23/hour
Tyler Schunk	Student Support Technician	10/10/18 - 06/30/19	11.23/hour
Aaron Hollister ^b	Associate Professor Marketing Management	01/22/19 - 05/24/19	17,109.00/total
Mary Funk	Writing Center, Instr., Academic Support	08/20/18 - 07/25/19	1,148.00/cr.hr.
Valerie Mann ^a	College Success, Instr., Academic Support	09/04/18 - 12/16/18	1,189.00/cr.hr.

Mary Rack	Math Coach, Professor Emeritus, Academic Support	08/20/18 - 07/25/19	1,378.00/cr.hr.
Donna Duffey	Instructor, Professor Emeritus Business	10/10/18 - 05/24/19	1,427.00/cr.hr.
Jan Berg	Instr., Business	08/20/18 - 07/25/19	1,065.00/cr.hr.
Jeff Kosko ^a	Course by Arrangement, Computing Sciences & Information Technology	08/20/18 - 12/16/18	100.00/st.cr.hr.
Sally Gordon	Intercultural Retreat Workshop, International Education	09/29/18 - 09/29/18	150.00/total
Douglas Harvey	Flint Hills trip: Dutch Exch., International Education	10/20/18 - 10/21/18	500.00/total
Garrett Cleek	Veteran Services Intern	08/01/18 - 05/30/19	75.00/total
Matthew Khamsihong	"	"	75.00/total
Mairenn Mancina	"	"	75.00/total
Alex Miner	"	"	75.00/total
Laquaysha Rockette	"	"	75.00/total
Aubrie Rourke	"	"	75.00/total
Gerardo Ruiz	"	"	75.00/total
Ben Conrad ^a	Athletic Event Supervisor	08/15/18 - 12/15/18	5,000.00/total
Jessica Steinberg	Instr., Continuing Ed.	10/16/18 - 06/30/19	20.00/hour
Becky Sears	Instr., Continuing Ed.	10/16/18 - 06/30/19	20.00/hour

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed temporary employees.

Footnotes:

- a. Also full-time employees
- b. Full-time temporary position

Becky Centlivre
Vice President, Human Resources

Joseph M. Sopcich
President