

Johnson County Community College  
Committee of the Whole  
8:30 a.m.  
Monday, April 26, 2021  
Zoom Webinar  
Agenda

8:30 Information Updates:

- Science Lab Project Concept Update – Tom Hall, Associate VP, Campus Services/Facilities Planning; Chris Davis, Architect, PGAV; Mike Schaad, Architect, PGAV

9:00 Policy Recommendations:

- Internal and External Audit Policy 210.05 – Justin McDaid
- Open Records Policy 218.00 – Randy Weber
- Advanced Standing Credit Policy 314.03 – Randy Weber
- Use of Technology and Communication Systems Policy 510.00 – Del Lovitt

9:20 Recommendation: Renewables Direct Participation Agreement with Evergy, Inc.

9:30 Monitor Business Services: Single Source Purchase report: Review monthly purchasing report – Janelle Vogler, Associate Vice President, Business Services

- Recommendation: UniversityTickets.com (AudienceView)
- Recommendation: Dell
- Recommendation: Sportfield Specialties, Inc

9:40 Monitor Business Services: Bid/RFP Review – Janelle Vogler, Associate Vice President, Business Services

- Bid/RFP Summary Report
- Dimming Control Upgrade, Bid 21-044
- JCCC Campus Office Renovations, Bid 21-057

9:50 Recommendation: Monthly Budget Update – Rachel Lierz

Committee of the Whole  
April 26, 2021

<b>Policy</b>	<b>Recommended Action</b>	<b>Material Changes</b>
Internal & External Audit Policy 210.05	Modify	The recommended changes clean up the language used within the Policy and limit access to records necessary for an audit or investigation.
Open Records Policy 218.00	Modify	The recommended changes add the definition of Public Records to the Policy and explain JCCC is considered a public agency under the Kansas Open Records Act.
Advanced Standing Credit Policy 314.03	Modify	The recommended changes clean up language used within the Policy and remove the requirement that students complete 6 credit hours prior to applying for Advanced Standing Credit.
Use of Technology and Communication Systems Policy 510.00	Modify	The recommended changes add the definition of Communication Systems, JCCC Information, and Technology and clean up language used within the Policy.

Report:

The Committee of the Whole has reviewed the recommended changes to the Internal & External Audit Policy 210.05. The recommended changes clean up the language used within the Policy and limit access to records necessary for an audit or investigation.

### **RECOMMENDATION**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Internal & External Policy 210.05, as shown subsequently in the Board packet.**

Internal & External Audit Policy ~~ies~~ 210.05

Johnson County Community College  
Series: 200 Administrative Services  
Section: Accounting and Auditing

**Applicability:** This Policy applies to all Johnson County Community College (“JCCC” or the “College”) departments.

**Purpose:** The purpose of this Policy is to establish an audit function for JCCC.

#### **I. Internal Audit:**

The Board of Trustees (the “Board”) has established an internal audit function to provide Ccollege management with information to better control operations. Internal Auditing is an independent review and appraisal activity with responsibility to audit all college operations as a service to management, and therefore the College. In order to maintain independence and objectivity, the Executive Director of Audit & Advisory Services shall report directly to the Board of Trustees, via the Audit Committee, with an administrative reporting relationship to the College-President. Audit reports will be submitted to the President and to the Audit Committee Board Chair and Vice Chair for their review.

Internal Audit activities will be conducted in a manner consistent with the definition of internal auditing, the Code of Ethics, and the Professional Standards, as set forth by the Institute of Internal Auditors.

Notwithstanding any other provision of law, the director, manager and staff of the Ccollege’s internal audit department during regular business hours shall have access to and authority to examine and reproduce, any and all books, accounts, reports, vouchers, correspondence files, and all other records, bank accounts and money or other property of Johnson County Community College JCCC as necessary for any audit or investigation. Any officer or employee of Johnson County Community College JCCC who retains-possesses, controls or otherwise has access to these records or property in his/her possession, under his/her control or otherwise having access to them, shall permit access to, and examination and reproduction thereof, upon the request of the Executive Director of Audit and Advisory Services, or designee his/her authorized representative.

No provision of law providing for the confidentiality of any records or property shall prevent disclosure of records or evidence, unless the provision specifically refers to and precludes access and examination of records by the audit function of an institution.

#### **II. External Audit:**

The financial statements of the College shall be subject to external audit each fiscal year by a firm of certified public accountants recommended by the President and approved by the Board. Such audit shall be submitted by the external auditors to the College's [Board Chair and Vice Chair and](#) Audit Committee for review prior to acceptance by the full Board.

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Date of Adoption: 07/02/1990

Revised: 06/16/1994, 03/15/2007, 11/17/2011, 12/12/2013, 11/16/2017, 11/15/2018, [\\_/\\_/2021](#)

Report:

The Committee of the Whole has reviewed the recommended changes to the Open Records Policy 218.00. The recommended changes add the definition of Public Records to the Policy and explain JCCC is considered a public agency under the Kansas Open Records Act.

### **RECOMMENDATION**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Open Records Policy 218.00, as shown subsequently in the Board packet.**

Open Records Policy 218.00

Johnson County Community College  
Series: 200 Administrative Services  
Section: Records

Cross-Reference: [Open Records Operating Procedure 218.01](#)

**Applicability:** This Policy applies to all Johnson County Community College (“JCCC” or the “College”) Public Records.

**Purpose:** The purpose of this Policy is to ensure compliance with K.S.A. 45-215 et. seq. which provides that Public Records are open for inspection by any person, except those records specifically exempted from disclosure.

#### **Definitions:**

“Public Records” are as defined by K.S.A. 45-217 but generally include any recorded information, regardless of form or characteristics, which are made, maintained by or in the possession of the College and are not exempt from disclosure.

#### **Statement:**

The Kansas Open Records Act (“KORA”) generally grants any person the right to inspect and obtain copies of Public Records created or maintained by public agencies in Kansas. JCCC is considered a public agency under KORA.

K.S.A. 45-215 et. seq. declares and states that records are open for inspection by any person, except those public records specifically exempted from disclosure.

The Open Records Operating Procedures are to be followed when requesting access to and obtaining copies of public records. These Procedures are designed to  
To the extent required by KORA, the College will provide access to Ppublic Rrecords, provide assistance and information upon request, protect Ppublic Rrecords from damage and disorganization, prevent excessive disruption of the College's essential functions, and eensure efficient and timely action in response to requests for inspection of Ppublic Rrecords.

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Date of Adoption: 07/15/1991

Revised: 08/03/2000, 01/19/2012,      /      /2021

Report:

The Committee of the Whole has reviewed the recommended changes to the Advanced Standing Credit Policy 314.03. The recommended changes clean up language used in the Policy and remove the requirement that students complete 6 credit hours prior to applying for Advanced Standing Credit.

### **RECOMMENDATION**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Advanced Standing Credit Policy 314.03, as shown subsequently in the Board packet.**

Advanced Standing Credit Policy 314.03

Johnson County Community College

Series: 300 Students

Section: Academic Policies

**Applicability:** This Policy applies to all Johnson County Community College (“JCCC” or the “College”) students.

**Purpose:** The purpose of this Policy is to govern Advanced Standing Credit.

#### **Statement:**

A maximum of thirty (30) credit hours may be earned through Advanced Standing Credit, which may be earned through proficiency examinations, military credit, national standardized tests and assessment of prior learning and career pathways. Advanced Standing Credit will not count toward satisfying the fifteen (15) credit hour residency requirement. To apply for Advanced Standing Credit, a student must have successfully completed 6 credit hours be currently admitted or enrolled at JCCC. Advanced Standing Credit will be included on the student's permanent record after 6 credit hours have been successfully earned at JCCC. A non-refundable fee will be charged may be required to apply for Advanced Standing Credit evaluation. Exceptions to this Policy may be made for specific career programs. Testing and Assessment Services will coordinate the assessment of prior learning.

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Date of Adoption:

Revised: 07/23/1992, 06/18/1998, 04/17/2014, 04/18/2019,    /    /2021

Report:

The Committee of the Whole has reviewed the recommended changes to the Use of Technology and Communication Systems Policy 510.00. The recommended changes add the definition of Communication Systems, JCCC Information, and Technology and clean up language used through the Policy.

### **RECOMMENDATION**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to approve modification to the Use of Technology and Communication Systems Policy 510.00, as shown subsequently in the Board packet.**

Use of Technology and Communication Systems Policy 510.00

Johnson County Community College

Series: 500 Information Services

Section: College Technology and Communication Systems

Cross-Reference: [Use of Technology and Communication Systems Operating Procedure 510.01](#)

**Scope: Applicability:** This Policy applies to ~~all~~the Johnson County Community College (“JCCC” or the “College”) campus community, including all students, ~~employees~~personnel, and visitors or other individuals using JCCC Technology and Communication Systems or JCCC Information (“Users”-.), regardless of whether the access or use is from a JCCC device or occurs on campus.

**Purpose:Statement:** JCCC’s Technology and Communication Systems ~~(as those terms are defined in the Use of Communication Systems Operating Procedure)~~ are provided for the purpose of promoting ~~JCCC~~College educational activities and conducting business on behalf of JCCC.

### **Definitions:**

“Communication Systems” include, without limitation, JCCC sponsored or provided: e-mail (i.e. JCCC e-mail and stumail accounts) other messaging tools and their associated systems, phone, Internet, Intranet and other internal and external employee and student portals.

“JCCC Information” is JCCC related information accessed, created, input, stored, copied, sent, received or downloaded by Users on or through the Technology and Communication Systems, regardless of whether it is viewed, accessed, or created on a personal, password-protected, web-based email account or technology. JCCC Information includes, but is not limited to: all documentation, e-mails and e-mail attachments, postings on any JCCC sponsored Internet-based forums or social media accounts, charts, student records, statistics, and strategies, working papers, manuals, correspondence, notes, contracts, agreements and software that JCCC or its employees use in JCCC operations.

“Technology” includes, without limitation, JCCC sponsored or provided: network use and access (whether wired or wireless or remote or on-campus), and all associated equipment, hardware, software, services, and access to data.

### **Statement:**



Users must comply with all applicable federal, state, and local laws and regulations, and ~~the Procedures~~procedures established by the College governing access ~~and/or~~ use of Technology ~~and~~, Communication Systems ~~— and JCCC Information~~. To maintain the integrity of the Technology and Communication Systems and to ensure compliance with applicable ~~Policies/Procedures~~policies and operating procedures, JCCC has the ability to monitor and manage access and use of the Technology ~~and~~, Communication Systems and JCCC Information, and may do so in accordance with this Policy and the Use of Technology and Communication Systems Operating Procedure 510.01. Any User who violates this Policy or the ~~related Procedures~~Use of Technology and Communication Systems Operating Procedure 510.01 may have ~~his/her~~User's account ~~and/or~~ ~~User~~ privileges revoked and such violation may result in ~~student/employee~~ disciplinary ~~and/or~~ legal action.

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Date of Adoption: 01/18/2007

Revised: 03/13/2014,      /      /2021

Committee of the Whole  
April 26, 2021

Renewables Direct Participation Agreement with Evergy, Inc.

REPORT:

In April of 2019 the Board authorized College Administration to enter into a 10-year Renewables Direct Participation Agreement with Kansas City Power and Light (KCP&L). This agreement was signed by the Executive Vice President of Administration on May 1<sup>st</sup> of 2019. This agreement allowed the College to displace current energy production purchases with a higher level of renewable energy sources (up to 100%).

In June of 2018 KCP&L merged with Westar Energy and became Evergy, Inc. In October of 2019 KCP&L began using the parent company's name of Evergy, Inc. Most recently Evergy, Inc. has completed an audit of their Renewables Direct Participation Agreements.

During Evergy Inc.'s review of the Renewables Direct Participation Agreement it was determined the agreement with Johnson County Community College needed to be modified to adjust for the additional solar the College has installed. The previous threshold established at the time of the original agreement was for a fixed monthly kilowatt (kW) amount of 7,500 kW. The pricing of this renewable energy purchase had a fixed charge of not to exceed \$0.020 per kWh generated by the Customer's pro rata share from Resource 1 and an administration charge of \$0.0003 per kWh. This resulted in a total charge of \$0.0203 per kWh.

The College and Evergy, Inc. have reviewed the College's usage over the past few years and it has been determined the kW usage would fall short of the 7,500 kW primarily due to the College's production of energy from the roof top solar arrays, the installation of energy efficient equipment and lighting, and managing the energy usage through programming and education. Evergy, Inc. and the College have established a new fixed monthly kW threshold of 5,500 kW based on the actual usage. The College staff has reviewed the terms of the proposed new 10-year Renewables Direct Participation Agreement which will replace the current agreement. The new agreement will establish the fixed monthly kW threshold of 5,500 kW. The pricing of this renewable energy purchase has a not to exceed price of \$0.02006 per kWh which includes a fixed and administrative charge generated by the Customer's pro rata share from Resource.

This new agreement does lower the amount of kW purchased through the Renewables Direct Participation Agreement by 2,000 kW. In addition, it lowers the cost from \$0.0203 per kWh to \$0.02006 per kWh which reflects a cost savings of \$0.00024 per kWh.

This agreement allows JCCC to further its sustainability goals and demonstrate continued leadership in this area. As documented in the College's 2016 Facilities Master Plan, sustainability goals include achieving 100-percent renewable energy by 2050, with 15 percent achieved by 2020, and reducing JCCC's carbon footprint through energy efficiency, renewable energy deployment, carbon sequestration and effective vehicle fleet management.

**RECOMMENDATION:**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the College administration to replace the previous 10-year Renewables Direct Participation Agreement a contract with Kansas City Power and Light (KCP&L) which was entered into on May 1, 2019 with a new 10-year Renewables Direct Participation Agreement a contract with Evergy, Inc..**

**SINGLE SOURCE PURCHASE REPORT  
MAY 2021 COMMITTEE OF THE WHOLE**

Vendor Name	Description	Policy 215.04 Exception	Fund	Department	Amount
<b>Sirius Computer Solutions</b>	In addition to the FY21 (base year amount) of \$1,065,878 approved by the June 2020 Board of Trustees, an additional amount is needed for the duration of FY21 to continue the necessary network infrastructure products and services to support students, faculty, and staff who need network access due to the ongoing Covid-19 pandemic.	2d. Items or services that ensure compatibility with existing equipment.	0201, General Fund	Multiple	\$ 275,000.00
<b>UniversityTickets.com (AudienceView)</b>	Since 2011 the College has been unitizing the box office ticket software ecommerce system offered by Vendini. The College needs to continue utilizing this ecommerce system for ongoing box office ticket sales.		0601, Adult Supplementary Education Fund	1410, CC Programming - Box Office	\$ 50,000.00

**COMMITTEE OF THE WHOLE RECOMMENDATION**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the additional network infrastructure purchases through Sirius Computer Solutions, for an estimated expenditure of \$275,000 for the duration of FY21.**

**SINGLE SOURCE PURCHASE REPORT  
MAY 2021 COMMITTEE OF THE WHOLE**

<b>Dell</b>	For FY22 ITP Dell product purchases for an estimated amount of \$1,500,000. <i>CO-OP: Kansas Association of Community Colleges Technology Refresh Program.</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	0201, General Fund	Multiple Orgs	\$ 1,500,000.00
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**COMMITTEE OF THE WHOLE RECOMMENDATION**  
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the various Dell ITP purchases for a total estimated expenditure of \$1,500,000.00.

<b>McConnell &amp; Associates (MAC)</b>	HCDC dock, Motorcycle Shelter, and Nerman circle drive concrete and asphalt repairs. <i>CO-OP: Tips-USA #200602</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	7127, Campus Development Fund	7501, Grounds	\$ 80,995.00
<b>Sportsfield Specialties, Inc.</b>	Purchase and installation of 435 feet of StormGuard Netting System to be placed behind existing soccer field netting with new concrete post footings. Total of 23 Posts. <i>CO-OP: Keystone Network #KPN-202001-02</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	7143, Outdoor Site & Athletic Improvement	7700, Athletic Facilities	\$ 198,660.28

**COMMITTEE OF THE WHOLE RECOMMENDATION**  
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the quote from Sportsfield Specialties, Inc. for the purchase and installation of soccer field netting in the amount of \$180,600.25, with an additional 10% contingency of \$18,060.03 to allow for possible unforeseen costs, for a total estimated expenditure of \$198,660.28.

<b>The Wilson Group</b>	Labor and materials for library acoustical panels and installation. <i>CO-OP: Sourcewell EZIQC #MO02C-071117-TWG</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	7140, Arts Bldg Const Fd - 17 COP	7755, Arts Building Construction	\$ 86,878.98
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**Grand Total**                      **\$ 2,191,534.26**

**SUMMARY OF AWARD OF BIDS/RFPs:**

**\$50,000 - \$150,000**

**MAY 2021 COMMITTEE OF THE WHOLE**

<b>Bid Title</b> <b>Total Contract Period</b> <b>Fund Source / Firms Notified</b>	<b>Vendors</b> <b>Original Bid Amounts</b> <b>First Year / Multi-Year Total (if applicable)</b>	<b>Current Year Amount</b> <b>Multi-Year Total or</b> <b>Single Purchase</b>	<b>Justification</b> <b>If other than Low Bid</b>
<b>21-038, New Café Tempo Flooring</b>  Project completion/No Renewals  Fund Source: Capital Outlay/General Firms Notified: 116	1. <b>Loyd Builders, Inc: \$111,225.00</b>	<p align="center"><b>\$122,347.00</b>  <i>Single Purchase</i>  <i>(includes 10% contingency - \$11,122.50)</i></p>	Only/Low bid
<b>21-046 Drainage Paver Repairs</b>  Project completion/No Renewals  Fund Source: Auxiliary/Capital Outlay/Campus Development Firms Notified: 103	1. <b>MegaKC Corporation: \$98,100.00</b> 2. Gunter Construction Company \$134,750.00	<p align="center"><b>\$107,910.00</b>  <i>Single Purchase</i>  <i>(includes 10% contingency - \$9,810.00)</i></p>	Low bid (Base bid + Alternate)
<b>21-055 Water heater for Commons (COM) building</b>  Project completion/No Renewals  Fund Source: Capital Outlay Firms Notified: 27	1. <b>Southtown Glass, Inc.: \$51,500.00</b> 2. U.S. Engineering Company \$59,853.00 3. Stanger Industries, Inc. \$64,000.00	<p align="center"><b>\$56,650.00</b>  <i>Single Purchase</i>  <i>(includes 10% contingency - \$5,150.00)</i></p>	Low bid

**AWARD OF BIDS/RFPs - SINGLE PURCHASE:**

**\$150,000+**

**MAY 2021 COMMITTEE OF THE WHOLE**

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts	Current Year Amount <i>Single Purchase</i>	Justification <i>If other than Low Bid</i>
<b>21-044, Dimming Control Upgrade</b>  Source of Funds: Capital Outlay Firms Notified: 268	1. <b>A to Z Theatrical Supply &amp; Service, Inc.:</b> <b>\$177,694.00</b>  2. Associated Theatrical Contractors \$207,156.00	<b>\$177,694.00</b>	Low Bid
<b>PURPOSE &amp; DESCRIPTION</b>			
The purpose of this Request for Bid (RFB) is for the dimming panel replacement in three (3) buildings: Regnier Center (RC), Nerman Museum of Contemporary Art (NMOCA) and Commons (COM).			
<b>ORIGINAL EVALUATION COMMITTEE</b>			
- Jeff Allen: Director, Campus Services & Energy Management - Tom Hall: Associate Vice President, Campus Services/Facilities Planning - Larry Allen: Senior Buyer, Procurement Services			
<b>COMMITTEE OF THE WHOLE RECOMMENDATION</b>			
<b>It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the low bid from A to Z Theatrical Supply &amp; Service, Inc for Request for Bid (RFB) 21-044, Dimming control upgrade in the amount of \$177,694.00, with an additional 10% contingency of \$17,769.40 to allow for possible unforeseen costs, for a total estimated expenditure of \$195,463.40.</b>			

**AWARD OF BIDS/RFPs - SINGLE PURCHASE:**

**\$150,000+**

**MAY 2021 COMMITTEE OF THE WHOLE**

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts	Current Year Amount <i>Single Purchase</i>	Justification <i>If other than Low Bid</i>
<b>21-057, JCCC Campus Office Renovations</b>  Source of Funds: Phase 3 Facilities Master Plan Firms Notified: 110	1. <b>PARIC Corporation: \$897,000.00</b> 2. Loyd Builders, Inc.: \$902,550.00 3. Trinium Inc.: \$992,000.00 4. Conco Inc: \$1,020,426.00 5. Haren Companies: \$1,042,000.00 6. Infinity Group: \$1,087,248.00 7. The Wilson Group: \$1,111,111.00	<b>\$897,000.00</b>	Low bid (combined bid for all five building renovation projects)
<b>PURPOSE &amp; DESCRIPTION</b>			
The purpose of this Request for Bid (RFB) is for five (5) office renovations in four (4) buildings (MTC, LIB, CSB, & OCB) on JCCC's main campus. The renovations are as follows: CSB Sustainability Office Renovation, MTC 3rd Floor Academic Affairs and Legal Office Renovation, MTC 2nd Floor Financial Services Office Renovation, LIB 3rd Floor Office Renovation and OCB 2nd Floor Office Renovation.			
<b>ORIGINAL EVALUATION COMMITTEE</b>			
- Jeff Allen: Director, Campus Services & Energy Management - Tom Hall: Associate Vice President, Campus Services/Facilities Planning - Larry Allen: Senior Buyer, Procurement Services			
<b>COMMITTEE OF THE WHOLE RECOMMENDATION</b>			
<b>It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the low bid from PARIC Corporation for Request for Bid (RFB) 21-057, JCCC Campus Office Renovations in the amount of \$897,000.00, with an additional 10% contingency of \$89,700.00 to allow for possible unforeseen costs, for a total estimated expenditure of \$986,700.00.</b>			



**Committee of the Whole**  
**April 26, 2021**

The preliminary guidelines used for development of the budget for the College's July 1, 2021 to June 30, 2022 fiscal year were approved by the Board of Trustees on December 10, 2020. As communicated at the Board Budget Workshop on April 15, 2021, those preliminary guidelines have been updated as follows:

- Based on budgeted expenses for FY'22 and current financial position, the administration recommends FY'22 budgeted property tax revenue of \$118.0 million (\$111.0 million in the General Fund) which would result in a tax levy of 9.091 mills, approximately .10 mills lower than the current rate of 9.191 mills.
- State operating grant revenue will be 2% less than the actual amount received in the current fiscal year.

The College's proposed General/Post-Secondary Technical Education Funds Management Budget for 2021-2022 is presented below:

**JOHNSON COUNTY COMMUNITY COLLEGE**  
**GENERAL/PTE FUNDS**

	Budget FY 2021	Proposed Budget FY 2022	% Change
<b>Revenue:</b>			
Ad Valorem Property Taxes	\$106,429,442	<b>\$111,030,287</b>	4%
Tuition and Fees	28,704,855	<b>27,858,698</b>	-3%
State Aid	20,010,102	<b>23,069,378</b>	15%
Investment Income	600,000	<b>500,000</b>	-17%
Other Income	2,583,499	<b>2,583,499</b>	0%
	<u>158,327,898</u>	<u><b>165,041,862</b></u>	<u>4%</u>
<b>Expense:</b>			
Salaries and Benefits	\$120,976,907	<b>\$122,713,796</b>	1%
Current Operating & Grants	30,383,149	<b>29,539,330</b>	-3%
Capital	7,004,452	<b>19,162,743</b>	174%
Debt Service	3,688,113	<b>3,686,988</b>	0%
	<u>162,052,621</u>	<u><b>175,102,857</b></u>	<u>8%</u>
<b>Contribution to (Use of) Reserves</b>	<b>(\$3,724,723)</b>	<b>(\$10,060,995)</b>	

A public hearing will be held in August 2021 prior to adoption of the College's Legal Budget for fiscal 2021-2022, which will be filed with the County Clerk by August 25, 2021 in accordance with statutory requirements.

**RECOMMENDATION:**

**It is the recommendation of the college administration that the Board of Trustees approve the FY 2021-22 Management Budget, subject to adjustments as required when final assessed valuation amounts are determined.**

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Rachel Lierz  
Associate Vice President, Financial Services;  
Chief Financial Officer

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Randy Weber  
Interim Executive Vice President,  
Finance and Administrative Services;  
Executive Vice President, Student Success/  
Chief Strategy Officer

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Andrew W. Bowne  
President

Committee of the Whole  
Working Agenda  
2020-2021

January

MA-3 Financial Ratio Analysis

February

AU-1 Review audit reports and discuss current activities and semi-annual college travel reimbursed expense report

HR-2 Monitor Employee Benefits

March

April

HR-3 Salary Increase Protocols, Compensation Plan

May

AU-1 Review audit reports and discuss current activities and semi-annual college travel reimbursed expense report

AU-5 Planning meeting with external auditors

June

LQ-3 Program additions and modifications

MA-3 Bonds: Bond Counsel; Financial Advisor – *Only if new contract*

July

MA-2 Legal Budget Publication

August

AU-1 Review audit reports and discuss current activities and semi-annual college travel reimbursed expense report

MA-2 Legal Budget Adoption

September

October

MA-2 Proposed budget guidelines and calendar

November

AU-1 Review audit reports and discuss current activities and semi-annual college travel reimbursed expense report

AU-11 Review audited financial statements and recommend acceptance to the Board

MA-2 Multi-Year Budget Projection Model: Review

December

MA-2 Guidelines for FY2021-2022 Budget Adoption

As Needed

AU-12 Executive Session

LQ-1 Review and Update Policies

LQ-8 Review Academic Data Analysis and Research

LQ-9 Review Accreditation

MA-1 Review and Update Policies

MA-2 Budget: Update

MA-4 Leases

MA-4 Review and recommend financial plans for capital improvements to Board of Trustees

MA-5 Single Source Purchase report: Review Monthly

MA-5 Bid/RFP review and recommendations

MA-11 Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements

HR-1 Review and Update Personnel Policies

HR-5 Monitor and Discuss Collective Bargaining Initiatives