JOHNSON COUNTY COMMUNITY COLLEGE
12345 College Boulevard
Overland Park, Kansas

Meeting--Board of Trustees

GEB 137 and Zoom Webinar
July 16, 2020 – 5:00 p.m.

AGENDA

I. CALL TO ORDER — **Trustee Musil**

II. PLEDGE OF ALLEGIANCE — **Trustee Musil**

III. ROLL CALL — **Trustee Musil**

IV. OPEN FORUM — **Trustee Musil**

V. BOARD REPORTS

- **A. College Lobbyist** — **Mr. Dick Carter**
- **B. Faculty Association** — **Dr. James Leiker**
- **C. Johnson County Education Research Triangle** — **Trustee Cross**
- **D. Kansas Association of Community College Trustees** — **Trustee Ingram**
- **E. Foundation** — **Trustee Ingram**

VI. COMMITTEE REPORTS AND RECOMMENDATIONS

A. Learning Quality (pp 1-10) — **Trustee Cook**

Recommendation: FY 2020-2021 Learning Quality Committee Working Agenda (p 1)

Recommendation: Modification of the Soliciting, Canvassing and Promoting on Campus Policy, 318.03 (pp 8-9)

Recommendation: Modification of the Sexual Misconduct Policy, 650.00 (pp 2-5)

Recommendation: Modification of the Student Discrimination, Harassment or Retaliation Policy, 319.05 (pp 6-8)

B. Human Resources (pp 11-14) — **Trustee Ingram**

Recommendation: Modification of the Employee Discrimination, Harassment or Retaliation Policy, 420.00 (pp 11-13)

C. Management (pp 15-33) — **Trustee Cook**

Recommendation: Modification of the Safety and Security Policy, 610.00 (pp 15-16)
Recommendation: Modification of the National Incident Management System Policy, 620.00 (p 17)
Recommendation: Modification of the Parking and Personnel Transportation Policy, 640.00 (pp 18-20)
Recommendation: FY2020-2021 Budget Publications (pp 21-24)
Capital Acquisitions and Improvements (pp 29-30)
Facilities Master Plan Project Matrix (p 31)

D. Ad Hoc Committees
Report: Presidential Transition Team - Trustee Cook and Trustee Smith-Everett
Report: Board Self Assessment Team - Trustee Cross and Trustee Ingram

VII. PRESIDENT'S RECOMMENDATIONS FOR ACTION

A. Treasurer's Report (pp 34-45) — **Trustee Cross**
B. Monthly Report to the Board — **Dr. Andy Bowne**

VIII. NEW BUSINESS — Trustee Musil

A. Facilities Naming Committee – Renaming Recognition of Carlsen Center (pp 46-67)

IX. OLD BUSINESS

X. CONSENT AGENDA — Trustee Musil

A. Regular Monthly Reports and Recommendations
1. **Minutes of Previous Meeting**
2. **Cash Disbursement Report (pp 68-69)**
3. **Grants, Contracts and Awards (pp 70-71)**
4. **Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements (pp 72-73)**
5. **Transfer to JCCC Foundation Tribute Fund (p 74)**

B. Human Resources (pp 75-97)
1. **Retirement**
2. **Separations**
3. **Employment – Regular**
4. **Employment – Temporary**

C. Human Resources Addendum

XI. EXECUTIVE SESSION

XII. ADJOURNMENT

Learning Quality Committee
July 1, 2020, 9:30 a.m.
Zoom Meeting
Meeting Minutes

Those present were: Trustee Jerry Cook, Trustee Lee Cross, Trustee Laura Smith-Everett, Andy Bowne, Malinda Bryan-Smith, Becky Centlivre, Anne Dotterweich (Recorder), Deb Elder, Shannon Ford, Chris Gray, James Leiker, Paul Kyle, Karen Martley, Theresa McChesney, Mickey McCloud, Vince Miller, Rick Moehring, Kelsey Nazar, Tom Pagano, Aaron Prater, Gurbhushan Singh, Terri Schlicht, Sandra Warner, and Randy Weber.

LQ1 Review and Update Policies as Needed

LQ Working Agenda for 2020-2021 L. Michael McCloud

Dr. McCloud, Vice President of Academic Affairs/CAO, presented the working agenda for the 2020-2021 fiscal year. It was approved to move forward for full board approval.

RECOMMENDATION

It is the recommendation of the Learning Quality Committee that the Board of Trustees approve the FY 2020-2021 Learning Quality Committee working agenda as is shown subsequently in the board packet.

Safety Guidelines - Syllabus Addition L. Michael McCloud

Dr. McCloud, Vice President of Academic Affairs/CAO, presented safety guidelines related to Covid-19 that are to be included in all syllabi for the fall 2020 semester. These guidelines will be shared with faculty through their division's leadership and the Academic Branch Council (ABC). In addition, he identified resources available to faculty, staff and students regarding the health and safety protocols developed by the IRT and the Return to Campus Task Force to guide their decision making.

Policy Updates Randy Weber

Report:

The Learning Quality and Human Resources Committees have reviewed the recommended changes to the Sexual Misconduct Policy 650.00. This policy review was prompted by the May 2020 release of new Title IX Regulations by the Department of Education, which become effective on August 14, 2020. The recommended changes modify this Policy to address only Sexual Harassment as defined by Title IX, change the name to the Sexual Harassment Policy, and would only take effect on August 14, 2020, if such effective date of the new Title IX Regulations is not stayed. Other sexual misconduct previously addressed by this Policy will now be addressed under the Student Harassment, Discrimination or Retaliation Policy 319.05 or the Employee Harassment, Discrimination or Retaliation Policy 420.00, as applicable, unless the effective date of the Title IX Regulations is stayed.

RECOMMENDATION

It is the recommendation of the Learning Quality and Human Resources Committees that the Board of Trustees accepts the recommendation of the College administration to conditionally approve modification to the Sexual Misconduct Policy 650.00, as shown subsequently in the Board packet effective on August 14, 2020, but if the effective date of the new Title IX Regulations is stayed before August 14, 2020, no modification to the Student Misconduct Policy 650.00 will occur.

Sexual ~~Misconduct~~Harassment Policy 650.00
Johnson County Community College
Series: 600 Safety and Security
Section: Campus Community Safety and Wellness
~~Cross-Reference:~~
~~Employee Discrimination, Harassment or Retaliation Complaint Operating Procedure 420.01~~
~~Student Sexual Misconduct Complaints Operating Procedure 650.01~~
Cross-Reference:
Sexual Harassment Complaint Operating Procedure 650.01
Applicability: This Policy applies to all persons at Johnson County Community College ("JCCC" or "College~~ (JCCC~~") participating or ~~"College")~~attempting to participate in the College's education program or activity, including students and employees.
Purpose: This Policy prohibits students and employees from engaging in Sexual Harassment.
Definitions:
"Sexual ~~Misconduct" is a broad term encompassing non-consensual~~Harassment" means conduct on the basis of sex that satisfies one or more of the following:

a) An employee conditioning the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual ~~advances, requests for sexual favors~~conduct (i.e., quid pro quo); or

b) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and ~~any other verbal or physical conduct of~~ objectively offensive that it effectively denies a ~~sexual or gender-based nature, whether intentional or unintentional, where:~~person equal access to the College's education program or activity; or

~~a) an individual's submission to or rejection of the conduct is made, either explicitly or implicitly, a term or condition of employment or of status in a course, program or activity, or is used as a basis for an employment or academic decision; or~~

~~b) the conduct is sufficiently severe, persistent or pervasive such that it has the purpose or effect of unreasonably interfering with an individual's work performance, academic performance or educational experience, or of creating an intimidating, hostile, humiliating or offensive working or educational environment.~~

~~c) For purposes of this Policy, Sexual Misconduct includes, but is not limited to, rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking.~~

c) ~~"Rape" is a~~Sexual Assault (as defined in the Clery Act), Dating Violence, Domestic Violence, or Stalking (as defined in the Violence Against Women Act (VAWA)).

"Sexual Assault," as defined by the Clery Act, is any sexual act directed against another person ~~forcibly and/or against a person's will, or~~, without consent of the victim, including instances where the victim is incapable of giving consent~~. Acquaintance rape is rape performed by someone the victim knows (i.e. friend, date, etc.).~~, including rape, fondling, incest and statutory rape.

"Dating Violence" ~~means~~is violence committed by a person~~:~~

~~•~~ who is or has been in a social relationship of a romantic or intimate nature with the victim~~; and~~

~~•~~ ~~where the~~. The existence of such a relationship shall be determined based on ~~a~~ the reporting party's statement and with consideration of the ~~following factors: (i) the~~ length of the relationship, ~~(ii)~~ the type of relationship, and ~~(iii)~~ the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

"Domestic Violence" ~~includes~~means a felony or misdemeanor ~~crimes~~crime of violence committed by a current or former spouse or intimate partner of the victim~~, by;~~ a person with whom the victim shares a child in common~~, by;~~ a person who is cohabitating with, or has cohabitated with, the victim as a spouse~~, by~~ or intimate partner; a person similarly situated to a spouse~~, or by any family or household member as defined by Kansas law (K.S.A. 21-5414)~~ of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; any other person against an adult or youth victim who is protected from that person's acts under ~~state and federal law~~the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

"Stalking~~"~~," as defined by VAWA, means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for ~~his or her~~the person's safety or the safety of others~~,~~; or suffer substantial emotional distress.

~~"Consent" is a willingness or agreement to engage in~~ "Course of conduct~~. Consent must be freely given~~" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with ~~full information of the facts and~~a person's property.

Reasonable person means a reasonable person under similar circumstances~~. A person cannot give valid consent in Kansas if he/she is:~~

- ~~Overcome by force or fear;~~
- ~~Unconscious or powerless;~~
- ~~Mentally incapacitated, whether due to a~~ and with similar identities to the victim.

"Substantial emotional distress" means significant mental ~~disease or alcohol/drug intoxication;~~suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling

- ~~Under the minimum age required to give consent in Kansas (K.S.A. 21-5503); or~~
- ~~Providing apparent consent due to fraud or misrepresentation.~~

Statement:

JCCC is committed to maintaining a positive and safe learning and working environment. JCCC students and employees are responsible for assuring that JCCC maintains an environment for study and work free from Sexual ~~Misconduct~~Harassment or related retaliation and all ~~members of the JCCC community~~students and employees are expected to conduct themselves in a manner that does not infringe upon the rights of others. JCCC prohibits Sexual ~~Misconduct, specifically including rape, acquaintance rape, sexual assault, dating violence, domestic violence and stalking,~~Harassment and related retaliation of any nature against or by any student or employee.

Sexual ~~Misconduct~~Harassment violates the dignity of individuals, impedes the realization of JCCC's educational goals, is unlawful and will not be tolerated. Specifically, Sexual ~~Misconduct~~Harassment is a form of illegal discrimination in violation of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and the Kansas Acts Against Discrimination and could lead to criminal prosecution.

~~Complaints:~~ Reports

If you have any questions or concerns about Sexual ~~Misconduct~~Harassment, or if you wish to ~~file~~make a ~~complaint~~report of Sexual ~~Misconduct~~Harassment, students ~~are strongly encouraged to immediately contact the appropriate person(s) listed in the Student Sexual Misconduct Complaint Procedures – 650.01,~~ and employees are strongly encouraged to immediately contact the appropriate person(s) listed in the ~~Discrimination,~~Sexual Harassment ~~or Retaliation~~ Complaint ~~–~~Operating Procedure ~~420~~650.01. In an emergency, you may also contact the JCCC Police Department at (913) 469-8500, ext. 4111, or~~,~~ if you are off campus, call 911 for immediate assistance.

JCCC ~~is committed to fostering a community that~~ promotes prompt reporting of all types of Sexual ~~Misconduct~~Harassment and timely and fair resolution of Sexual ~~Misconduct~~Harassment complaints. It is a violation of this Policy for anyone acting knowingly and recklessly either to make a false complaint or to provide false information regarding a complaint of Sexual ~~Misconduct~~Harassment.

Sexual ~~Misconduct Complaints Against a Student~~Harassment reports should be made verbally or in writing as set forth in the ~~Student~~ Sexual ~~Misconduct~~Harassment Complaint ~~Procedures – 650.01.~~

~~Sexual Misconduct Complaints Against an Employee should be made verbally or in writing as set forth in the Discrimination, Harassment or Retaliation Complaint –~~ Operating Procedure ~~420~~650.01.

~~Every reasonable effort will be made to protect the confidentiality of the parties during an Investigation. After an Investigation~~After an investigation and applicable resolution process, any person who is found to have violated this Policy or retaliated against another will be subject to discipline, up to and including expulsion from JCCC and/or termination of employment, to help ensure that such actions are not repeated.

~~Duty to Report:~~

~~All supervisory employees of the College holding a designated supervisory position (as determined by the listing maintained in Human Resources for Supervisor Evaluation purposes) and others as specifically designated by the College shall have a duty to report to one of JCCC's Title IX Coordinators any suspected Sexual Misconduct involving a student of which they become aware. All other employees with direct knowledge of such conduct are encouraged to report knowledge of any suspected Sexual Misconduct involving a student.~~

Date of Adoption: 12/13/2012
Revised: 02/20/2014~~-~~, 07/16/2020 (effective 08/14/2020)

Report:

The Learning Quality Committee has reviewed the recommended changes to the Student Discrimination, Harassment or Retaliation Policy 319.05. This policy review was prompted by the May 2020 release of new Title IX Regulations by the Department of Education, which become effective on August 14, 2020. The recommended changes modify the scope of this Policy to include sexual misconduct that is not Sexual Harassment as defined by Title IX and would only take effect on August 14, 2020, if such effective date of the new Title IX Regulations is not stayed.

RECOMMENDATION

It is the recommendation of the Learning Quality Committee that the Board of Trustees accepts the recommendation of the College administration to conditionally approve modification to the Student Discrimination, Harassment or Retaliation Policy 319.05, as shown subsequently in the Board packet effective on August 14, 2020, but if the effective date of the new Title IX Regulations is stayed before August 14, 2020, no modification to the Student Discrimination, Harassment or Retaliation Policy 319.05 will occur.

Student Discrimination, Harassment or Retaliation ~~Complaint~~ Policy 319.05
Johnson County Community College
Series: 300 Students
Section: Code of Conduct and Discipline
Cross-Reference:
Student Discrimination, Harassment or Retaliation Complaint Operating Procedure 319.05
Applicability: This Policy applies to all Johnson County Community College ("JCCC" or "College") students.
Purpose: This Policy prohibits students from engaging in discrimination, harassment or retaliation towards another student or employee.
Statement:
The Board of Trustees of Johnson County Community College is committed to providing a College environment free from prohibited conduct such as sexual misconduct, harassment, discrimination and retaliation. Specifically, the College, its students and its employees shall not participate in any ~~harassment, discrimination or retaliation~~prohibited conduct as set forth in applicable College ~~Policies~~policies. As such,

no student shall engage in prohibited conduct, which includes sexual misconduct, discrimination, harassment or retaliation toward another student or employee of the College.

Examples of prohibited conduct as covered by this Policy include, but are not limited to, the following:

- Sexual ~~Misconduct~~ misconduct, excluding Sexual Harassment as defined ~~in~~by the Sexual ~~Misconduct~~Harassment Policy 650.00.
- ~~Harassment or discrimination~~Discrimination based on sex, race, ~~gender~~color, national origin, disability, age, religion, marital status, ~~veteran~~veteran's status, sexual orientation, ~~genetics or any~~ gender identity, genetic information or other ~~legally protected class~~factors that cannot be lawfully considered in its programs and activities as required by all applicable laws and regulations.
- Retaliation against any person for filing or providing information related to a complaint of prohibited conduct.
- Retaliation against any person engaging in otherwise protected activity.

Prohibited sexual misconduct includes non-consensual or unwelcome sexual advances, requests for sexual favors and any other verbal or physical conduct of a sexual or gender-based nature, whether intentional or unintentional, where:

- An individual's submission to or rejection of the conduct is made, either explicitly or implicitly, a term or condition of status or employment in a course, program or activity, or is used as a basis for an academic or employment decision; or
- The conduct is sufficiently severe, persistent or pervasive such that it has the purpose or effect of unreasonably interfering with an individual's work performance, academic performance or educational experience, or of creating an intimidating, hostile, humiliating or offensive working or educational environment; but
- Does not include Sexual Harassment as defined by the Sexual Harassment Policy 650.00.

Prohibited harassment or discrimination includes any unwelcome conduct or behavior of an inappropriate nature where:

- Submission to the conduct is made either explicitly or implicitly a term or condition of academic success or employment; or
- Submission to or rejection of the conduct is used, threatened, or suggested to be used as the basis for academic decisions or employment-related decisions; or
- Such conduct has the purpose or effect of substantially interfering with a student or employee's performance or creating a hostile, intimidating or offensive educational or work environment~~.~~; but
- Does not include Sexual Harassment as defined by the Sexual Harassment Policy 650.00.

Prohibited retaliation includes ~~conduct~~taking any action which may have ~~an~~a materially adverse impact on the ~~terms or conditions of the~~ educational environment or terms or conditions of employment, if such ~~conduct~~action (whether actual or threatened) is because of the individual's filing of or participation in the review of a complaint under this Policy, whether or not such complaint is determined to be valid.
Persons violating this Policy will face strict discipline up to and including suspension or expulsion.
~~Any person~~Persons believing ~~that he/she has~~they have been subject to prohibited ~~harassment, discrimination or retaliation~~conduct, as set forth in this Policy, may file a complaint as set forth in the Student Discrimination, Harassment or Retaliation Complaint Operating Procedure 319.05.

Date of Adoption: 03/25/2010
Revised: 08/18/2011, 08/13/2015, 07/16/2020 (effective 08/14/2020)

Report:

The Learning Quality Committee has reviewed the recommended changes to the Soliciting, Canvassing and Promoting on Campus Policy 318.03. The recommended updates add a reference to internal procedures related to engaging in such activities on campus, which are administered by the Office of Student Life.

RECOMMENDATION

It is the recommendation of the Learning Quality Committee that the Board of Trustees accept the recommendation of the College administration to approve modification of the Soliciting, Canvassing and Promoting on Campus Policy 318.03, as shown subsequently in the Board packet.

Soliciting, Canvassing and Promoting on Campus Policy 318.03
Johnson County Community College
Series: 300 Students
Section: Student Activities
Soliciting, canvassing, leafleting, selling, advertising, merchandising, posting and other related activities on JCCC property ~~must receive~~require prior approval from a dean over Student Life as set forth in this Policy and in accordance with procedures administered by the Office of Student Life~~,~~ and ~~will~~ may be restricted to those areas specified by Student Life.

Soliciting on Campus: Except as approved by a dean over Student Life, no person, group or organization may solicit students, employees or College visitors for the purpose of selling, promoting or distributing merchandise or services on campus
Canvassing on Campus: Without prior approval of a dean over Student Life, student organizations, clubs, community groups and commercial enterprises may not canvass students, employees or campus visitors.
Bulletin Boards and Posters: Upon approval of a dean over Student Life, bulletin board space may be used by JCCC students, employees and members of the community. Approval will be granted consistent with all applicable laws and regulations. Materials not approved will be removed and destroyed.

Date of Adoption:
Revised: 10/16/14 (renumbering previous versions: Advertising and Sales on Campus - 318.05; Canvassing – 318.06; and Bulletin Boards and Posters – 318.07); 07/16/2020

JCCC Covid-19 Update

Dr. Weber provided a review of expanded in-person student services operations which began on June 15 and include academic counseling, testing services and financial aid counseling. Campus safety measures have been put in place (plexi-glass barriers, masks, social distancing signage, etc.) to protect students and staff as more individuals are on campus. He indicated that some of the cost of these precautions is covered under the CARES Act funding, but that the College will continue to employ health and safety measures regardless of their CARES Act funding eligibility.

Ms. Martley provided a review of ongoing efforts in Continuing Education as more businesses resume operations and employees are back to work. The increase in activity has been seen in CDL training/testing, driver's education instruction/testing, required child-care in-service hours, and through the SBDC as they continue to collaborate with other state agencies to connect businesses with appropriate resources. Summer youth programs have been transitioned to online/virtual formats.

Dr. McCloud provided an update on the summer teach-out plans currently underway. Faculty and staff continue to plan for the fall with most classes being held online and are beginning to frame the spring 2021 schedule. Faculty continue to adapt and convert course work to online and digital formats as needed.

The meeting adjourned at 10:50 a.m.

Learning Quality Committee
Working Agenda
2020-2021

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

Report:

The Human Resources Committee has reviewed the recommended changes to the Employee Discrimination, Harassment or Retaliation Policy 420.00. This policy review was prompted by the May 2020 release of new Title IX Regulations by the Department of Education, which become effective on August 14, 2020. The recommended changes modify the scope of this Policy to include sexual misconduct that is not Sexual Harassment as defined by Title IX and would only take effect on August 14, 2020, if such effective date of the new Title IX Regulations is not stayed.

RECOMMENDATION

It is the recommendation of the Human Resources Committee that the Board of Trustees accepts the recommendation of the College administration to conditionally approve modification to the Employee Discrimination, Harassment or Retaliation Policy 420.00, as shown subsequently in the Board packet effective on August 14, 2020, but if the effective date of the new Title IX Regulations is stayed before August 14, 2020, no modification to the Employee Discrimination, Harassment or Retaliation Policy 420.00 will occur.

Employee Discrimination, Harassment or Retaliation Policy 420.00

Johnson County Community College
Series: 400 Personnel
Section: Employee Complaints and Discipline

Cross-Reference:
Employee Discrimination, Harassment or Retaliation Complaint Operating Procedure 420.01

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or "College") employees.

Purpose: This Policy prohibits employees from engaging in discrimination, harassment or retaliation towards another employee or student.

Statement:

The Board of Trustees of Johnson County Community College is committed to providing a working environment free from prohibited conduct such as sexual misconduct, harassment, discrimination and retaliation. Specifically, the College and its employees shall not participate in any ~~harassment, discrimination or retaliation as set forth in the~~

~~College's Non-Discrimination Policy~~prohibited conduct as set forth in the College's Nondiscrimination Policy 411.01. As such, no employee shall engage in prohibited conduct, which includes sexual misconduct, discrimination, harassment or retaliation toward another employee or student of the College.

Examples of prohibited conduct as covered by this Policy include, but are not limited to, the following:

- Sexual ~~Misconduct~~ misconduct, excluding Sexual Harassment as defined ~~in~~by the Sexual ~~Misconduct~~Harassment Policy 650.00.
- ~~Harassment or discrimination~~Discrimination based on sex, race, color, national origin, disability, age, religion, marital status, veteran's status, sexual orientation, gender identity, genetic information or other factors that cannot be lawfully considered in its programs and activities as required by all applicable laws and regulations.
- Retaliation against any person for filing or participating in the review of a complaint of prohibited conduct.
- Retaliation against any person engaging in otherwise protected activity.

Prohibited sexual misconduct includes non-consensual or unwelcome sexual advances, requests for sexual favors and any other verbal or physical conduct of a sexual or gender-based nature, whether intentional or unintentional, where:

- An individual's submission to or rejection of the conduct is made, either explicitly or implicitly, a term or condition of employment or of status in a course, program or activity, or is used as a basis for an employment or academic decision; or
- The conduct is sufficiently severe, persistent or pervasive such that it has the purpose or effect of unreasonably interfering with an individual's work performance, academic performance or educational experience, or of creating an intimidating, hostile, humiliating or offensive working or educational environment; but
- Does not include Sexual Harassment as defined by the Sexual Harassment Policy 650.00.

Prohibited harassment or discrimination includes any unwelcome conduct or behavior of an inappropriate nature where:

- Submission to the conduct is made either explicitly or implicitly a term or condition of employment or academic success; or
- Submission to or rejection of the conduct is used, threatened or suggested to be used as a basis of employment-related decisions (e.g. promotion, pay, discipline, or work assignments) or academic decisions; or

- Such conduct is sufficiently severe or pervasive that it has the purpose or effect of substantially interfering with an employee's or student's performance or creating a hostile, intimidating or offensive work or educational environment~~.~~; but
- Does not include Sexual Harassment as defined by the Sexual Harassment Policy 650.00.

Prohibited retaliation includes taking any action which may have a materially adverse impact on the ~~educational environment or~~ terms or conditions of employment or educational environment including, but not limited to, increasing discipline, demotion, changes in pay or hours, or material changes in job duties or functioning, if such action (whether actual or threatened) is taken because of the individual's filing of or participation in a complaint under this Policy, whether or not such complaint is determined to be valid.

Persons violating this Policy will face strict discipline up to and including termination of employment.

Any person believing that ~~he/she has~~they have been subject to prohibited ~~harassment, discrimination or retaliation~~conduct as set forth in this Policy may file a complaint as set forth in the applicable Employee ~~or Student~~ Discrimination, Harassment or Retaliation Complaint Operating Procedure 420.01.

Date of Adoption:
Revised: 05/15/1997, 03/15/2007, 5/14/2015, 4/20/2017, 04/18/2019, 11/05/2019~~,~~ 07/16/2020 (effective 08/14/2020)

Human Resources Committee
Working Agenda
2020-2021

Ongoing HR-1 Review and Update Personnel Policies (as needed)

HR-2 Monitor Employee Benefit Programs

- 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

- 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 Faculty positions

Ongoing HR-4 Monitor HR and Staff & Organizational Development Strategic Initiatives

- 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

- Monitor administration of faculty agreement
- Support administration in contract negotiations

Ongoing HR-6 Review of Operational Issues

- 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

- Provide updates on new Applicant Tracking System implementation.
- Staff Evaluation Process – move to online

MANAGEMENT COMMITTEE
Minutes
July 1, 2020

The Management Committee took place at 8:00 a.m. on Wednesday, July 1, 2020 in a Zoom Webinar format. Participants were: Dr. Jerry Cook, Chair; Laura Smith-Everett, trustee; Paul Snider, trustee; Dr. Andy Bowne; Becky Centlivre; Tom Clayton; Chris Gray; Tom Hall; Rachel Lierz; Karen Martley; Dr. Mickey McCloud; Kelsey Nazar; Linda Nelson, recorder; Tom Pagano; Greg Russell; Janelle Vogler; Dr. Sandra Warner and Dr. Randy Weber.

MA-7 Insurance Program: Report

Tom Clayton, the college's Director of Insurance and Risk Management, presented the semi-annual property and liability insurance program update. He reported that JCCC's estimated premium for property insurance is $277,621 for Fiscal Year 2020-21 and workers compensation premium total for FY 2021 is approximately $82,003 and Volunteer Insurance estimated premium is $1,731. The college's other insurance coverages, including Educators Legal Liability, will be bound later this year and presented to the Management Committee in January 2021.

MA-1 Review and Update Policies

Dr. Randy Weber, Interim Executive Vice President for Finance and Administrative Services presented information on the recommended changes to the Safety and Security Policy 610.00. The recommended updates add language to reference the College's business continuity efforts as part of the overall safety and security operations. The title of this section in the Policy library will also be updated to incorporate a reference to continuity.

RECOMMENDATION

It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modification of the Safety and Security Policy 610.00, as shown subsequently in the Board packet.

Safety and Security Policy 610.00

Johnson County Community College
Series: 600 Safety and Security
Section: Campus Community Safety ~~and~~, Wellness and Continuity

The College is committed to providing a safe environment for its students, employees 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 the College; 2) promote safety, ~~and~~ emergency preparedness and business continuity through policy development and programming; 3) provide appropriate types and levels of security at College events and activities~~,~~; and 4) safeguard the College's property and assets.

In accordance with this Policy, the appropriate College personnel shall be responsible for developing and implementing procedures to address safety matters pertaining to the College and its operations.

Date of Adoption: 09/27/2012
Revised: 04/18/2019, 07/16/2020

Next, Dr. Weber presented the recommended changes to the National Incident Management System Policy 620.00. The recommended updates add language to reference the College's business continuity efforts as part of the overall emergency management operations. The title of this section in the Policy library will also be updated to incorporate a reference to continuity.

RECOMMENDATION

It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modification of the National Incident Management System Policy 620.00, as shown subsequently in the Board packet.

National Incident Management System Policy 620.00

Johnson County Community College
Series: 600 Safety and Security
Section: Campus Community Safety, ~~and~~ Wellness and Continuity

In support of its emergency management and business continuity endeavors, Johnson County Community College will use the National Incident Management System (NIMS) as its standard, coordinated and systematic method for incident management along with Disaster Recovery Institute International professional practices.

~~The Office of~~ Emergency Management ~~is responsible for ensuring~~ensures the NIMS approach is incorporated into the College's emergency management practices to help the College community prepare for, respond to, recover from and reduce the effects of incidents and potential incidents, whether they are intentional, accidental or natural.

College employees who have functional or oversight responsibilities associated with incident management are expected to complete NIMS training requirements as developed under the National Response Framework for NIMS and participate in emergency management and continuity exercises intended to improve overall College preparedness.

Date of Adoption: 09/27/2012
Revised: 04/18/2019, 07/16/2020

Dr. Weber also reviewed the recommended changes to the Parking and Personal Transportation Policy 640.00. The recommended changes update the Policy language to reflect current parking rules and enforcement on College campuses. The updates also clarify and condense language that is duplicative of the Operating Procedure.

RECOMMENDATION

It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the College administration to approve modification of the Parking and Personal Transportation Policy 640.00, as shown subsequently in the Board packet.

Parking and Personal Transportation Policy 640.00

Johnson County Community College
Series: 600 Safety and Security
Section: Campus Security and Control

Cross-Reference: Parking and Personal Transportation Operating Procedure 640.01

Applicability: This Policy applies to the Johnson County Community College ("JCCC" or "College") campus community, including all students, personnel, and visitors.

Purpose: This Policy is intended to govern the use of motor vehicles, bicycles, skateboards and other methods of personal transportation on JCCC campuses.

Statement:

I. General and Specified Parking~~:~~

The College provides free parking in designated areas on the JCCC main campus ~~and~~, the OHEC campus~~.~~ and at its other campus locations. JCCC parking lots ~~are~~may be marked with signs designating areas for students, visitors, ~~handicapped, employee~~personnel, accessible parking, motorcycles/motor scooters, electric vehicles ~~and/or~~, carpooling ~~or~~, LEED Qualifying Low Emission certified vehicles ~~(many of which require permits issued by JCCC Police Department).~~, and other specified personnel. JCCC parking lots are also marked with signs in locations where towing may occur for unauthorized parking of vehicles. Overnight parking is not permitted unless authorized by parking control and/or JCCC Police Department.

Responsibility for finding a legal parking space rests with the motor vehicle operator. Individuals who do not comply with campus parking regulations will be ~~charged a fine~~cited for the violation (ticketed) and vehicles may be towed ~~upon recommendation~~

~~by the JCCC Police Department~~in accordance with the Parking and Personal Transportation Operating Procedure 640.01.

JCCC cannot be responsible for property damage or stolen property from campus parking areas. Individuals are encouraged to take measures to secure their vehicles and all other property in the campus parking areas from theft, damage or other loss.

II. Bicycles~~Handicapped Spaces: Designated parking spaces~~

Bicycles are permitted on JCCC campuses ~~will be appropriately signed in accordance with applicable regulations. Only students, employees~~ and ~~visitors with state-issued handicapped parking permits will be allowed to park in the handicapped areas.~~

~~Unauthorized vehicles in a handicapped parking space may be ticketed by either the JCCC Police Department or local city police departments and are subject to fines and fees from both. Violations written will be handled through the local city municipal court.~~

~~Bicycles: Bicycle racks are available on JCCC campuses. Bicycles~~ do not need to be registered. Bicycles must be placed in ~~these~~designated bicycle racks, and it is recommended that the owner secure the bike with a lock. Bikes may not be placed at rails, lamp posts, trees or inside of buildings. Bicycles left on campus for a period of 30 days or longer will be considered abandoned and will be removed and disposed of in accordance with the JCCC Police Department procedures for lost and found property.

III. Skateboards, Roller Blades, Non-Motorized Scooters and Electronic Personal Assistive Mobility Devices (EPAMDs, including Segways, hoverboards and self-balancing electric scooters~~):~~)

For the safety of ~~everyone~~the campus community, skateboards, roller blades, non-motorized scooters and EPAMDs are prohibited on all JCCC campuses, other than EPAMDs allowed in accordance with JCCC Access Services guidelines.

IV. Motorcycles and Motor Scooters~~:~~

Motorcycles and motor scooters are considered motor vehicles and their operators are required to comply with all parking and traffic regulations.

V. Tickets, Fines & Towing~~:~~

Individuals and/or vehicles found to be in violation of this Policy will be ticketed, fined and/or towed as set forth in the JCCC Parking and Personal Transportation Operating Procedure 640.01 and in accordance with any other applicable municipal, state or federal law. ~~Additionally, students may~~Appeals will be ~~referred to~~permitted as set forth in the ~~Dean of Students for discipline under the Student Code of Conduct~~JCCC Parking

and ~~employees may be referred to Human Resources for discipline.~~Personal Transportation Operating Procedure 640.01.

Students with unpaid fines/fees related to parking and personal transportation violations will not be permitted to add/drop classes, enroll in future classes or obtain a copy of their transcript until such time as the fees/fines are paid in full. ~~An employee~~Personnel with unpaid fines/fees related to parking and personal transportation violations will have ~~their supervisor notified and will~~a hold placed on their account. Additionally, students may be ~~required~~referred to ~~pay~~ the ~~College and/or~~Dean of Students for discipline under the ~~applicable city for such fines/fees~~Student Code of Conduct and personnel may be referred to Human Resources for discipline.

~~Parking and personal transportation violations that have not been referred to a municipal court may be appealed pursuant to the appeals procedures set forth in the JCCC Parking and Personal Transportation Operating Procedure by completing and submitting a written appeal to the JCCC Police Department. Appeals may be submitted online by completing the Parking/Transportation Violation Appeal Form or in person at the JCCC Police Department, CC 115.~~

Date of Adoption:
Revised: 01/27/1992, 07/23/1992, 02/15/2001, 11/15/2001, 10/21/2004, 01/15/2009, 01/17/2013 (Previously versions: 324.00 – Student Parking; 324.01- Regular; 324.02 – Handicapped; 324.03 – Bicycles; 324.04 – Skateboards and Roller Blades and 419.12), 04/21/2016 (Previous version: Parking Policy 640.00), 07/16/2020

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

Dr. Randy Weber, Interim Executive Vice President for Finance and Administrative Services reported on several agreements with BNSF for an amendment to the Educational Operating Contracts and an agreement for an amendment to the Statement of Work. These agreements will be brought forward through the Consent agenda at the July 16, 2020, board meeting.

MA-2 Guide Budget Development: Assessed Valuation Update

Ms. Rachel Lierz, Associate Vice President Financial Services/CFO, reported that the Johnson County Clerk's office has provided updated assessed valuation information to be used for the college's Fiscal 2020-21 Legal Budget as included in the table below. The numbers are slightly higher than the estimates used by the College in preparing the Management Budget in March:

	Final October 2019	**Estimated March 2020**	**County Clerk June 2020**
Assessed Valuation	$11,150,289,696	$11,735,679,905	$11,823,971,921
AV of Pending Exemptions			($86,754,748)
			$11,737,217,173
% change from 2019		*5.25%*	*5.26%*

As a reminder, the college's 2020-21 Management Budget, approved by the Board of Trustees on May 14, 2020, included an unchanged mill levy rate of 9.121 mills, which impacts the total budgeted ad valorem property tax revenues as follows:

Ad Valorem Property Tax Revenue:	**Budgeted 2019-20**	**Budgeted 2020-21**	
General Fund	$103,553,406	$106,429,442	
Capital Outlay Fund	$5,996,431	$6,197,035	
Special Assessment Fund	$409,720	$421,476	
Total	$109,959,557	$113,047,953	*2.8%*

Mill Levy:	Budgeted 2019-20	Budgeted 2020-21
General Fund	8.586	8.586
Capital Outlay Fund	0.501	0.501
Special Assessment Fund	0.034	0.034
Total	9.121	9.121

Assessed valuation amounts will be finalized by the County in October 2020 as tax bills are prepared and distributed.

MA-2 Guide Budget Development: Fiscal Year 2020-2021 Budget Publications

Ms. Lierz stated that the Notice of Public Hearing form will soon be completed for the college's FY 2020-2021 budget. Upon approval by the Board of Trustees it will be published in the newspaper as prescribed by state statute. After the Public Hearing is held in August, the final budget will be filed with the county and the state.

Pursuant to the state statute (K.S.A. 79-2925b) regarding majority vote of the governing body and budget publication requirements, each jurisdiction with a tax levy greater than $1,000 is required to publish in the newspaper notice of its governing body's vote to adopt the budget if the budget that is adopted increases taxes beyond last year's tax levy, as adjusted by the Consumer Price Index for All Urban Consumers ("Notice of Vote" requirements). Due to assessed valuation increases in Johnson County, JCCC's 2020-2021 budget will be subject to the Notice of Vote provisions.

RECOMMENDATION:

It is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to authorize the publication of the Notice of Public Hearing form for the 2020-2021 budget, subject to adjustment as actual expenditure figures are available. Furthermore, it is the recommendation of the Management Committee that the Board of Trustees accept the recommendation of the college administration to authorize the publication of the "Notice of Vote" for the 2020-2021 budget at a later date.

Rachel Lierz
Associate Vice President
Financial Services/CFO

Randy Weber
Interim Vice President
Finance and Administrative
Services; Vice President
Student Success and Engagement

Andrew W. Bowne
President

Budget Form CC-J STATE OF KANSAS

NOTICE OF PUBLIC HEARING
2020-2021 BUDGET

The governing body of Johnson County Community College, Johnson County, will meet on August 20, 2020, at 5:00 p.m., at 12345 College Boulevard, Overland Park, KS for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments. Detailed budget information is available at Johnson County Community College and will be available at this hearing.

BUDGET SUMMARY

The Expenditures and the Amount of 2020 Tax to be Levied (as shown below) establish the maximum limits of the 2020-2021 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to slight change depending on final assessed valuation.

	2018-2019		2019-2020		Proposed Budget 2020-2021		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2020 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted General Fund	140,230,775	8.731	163,545,973	8.586	153,868,407	101,522,419	8.586
Postsecondary Tech Ed	39,131,156	xxx	47,141,325	xxx	45,213,615	xxxxxxxxx	xxx
Adult Education	751,335	xxx	747,808	xxx	752,116	0	0.000
Adult Supp Education	5,225,233	xxx	5,325,617	xxx	7,834,261	xxxxxxxxx	xxx
Motorcycle Driver	88,806	xxx	31,523	xxx	109,489	xxxxxxxxx	xxx
Truck Driver Training	242,014	xxx	183,971	xxx	797,183	xxxxxxxxx	xxx
Auxiliary Enterprise	12,660,359	xxx	12,743,815	xxx	14,706,990	xxxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxxx	xxx
Capital Outlay	9,644,283	0.501	10,815,279	0.501	4,978,250	5,926,436	0.501
Bond and Interest	0	xxx	0	xxx	0	0	0.000
Special Assessment	212,300	0.034	245,294	0.034	1,005,000	401,274	0.034
No Fund Warrants	0	xxx	0	xxx	0	0	0.000
Revenue Bonds	0	xxx	0	xxx	0	xxxxxxxxx	xxx
Total All Funds	208,186,261	9.266	240,780,605	9.121	229,265,311	xxxxxxxxx	9.121
Total Tax Levied	97,833,899		101,702,069		xxxxxxxxxx	107,850,128	
Assessed Valuation	10,558,374,635		11,150,320,050		11,823,971,921		

	Outstanding Indebtedness, July 1		
	2018	**2019**	**2020**
G.O. Bonds	0	0	0
Capital Outlay Bonds	5,525,000	3,770,000	1,930,000
Revenue Bonds	15,185,000	13,935,000	11,845,000
No-Fund Warrants	0	0	0
Temporary Notes	0	0	0
Lease Purchase Principal	53,325,000	49,895,000	49,780,000
Total	74,035,000	67,600,000	63,555,000

* Tax Rates are expressed in mills.

Chair, Board of Trustees

Signature and Title

MA-5 Monitor Business Services: Single-Source Purchase report

Ms. Janelle Vogler, Associate Vice President, Business Services, reviewed eight single-source purchases.

MA-5 Monitor Business Services: Bid/RFP Review

A summary of contract renewals and the awarded Bids/RFPs between $50,000 and $150,000 summary were reviewed by Ms. Vogler.

SUMMARY OF RENEWALS:

$50,000+

JULY 2020 MANAGEMENT COMMITTEE

Bid Title Total Contract Period	Vendors Original Bid Amounts	Renewal Option Amount	Description of Services
17-038, Canvas Learning Management System (JCCC-1416) **Original Term**: Base Year, 4 Renewal Option Years 8/01/2017 - 7/31/2022 **Renewal Option**: 3 of 4	1. **Instructure, Inc.: $91,165.50/$766,507.88** 2. Blackboard, Inc.: $181,596.00/$762,188.84 3. Cypher Learning: $75,550.00/$377,750.00 4. Desire2Learn Ltd.: $127,000.00/$674,260.25 5. Schoology, Inc.: $157,916.00/$727,763.00	**$182,466** **Note: current year pricing includes additional components. Pricing is partially based on number of licensed users and administration costs.*	Annual contract for a Learning Management System. This application provides a comprehensive set of tools for faculty to manage learning resources, administrative functions, assessments, and grading.
18-054 One Card Transaction System (JCCC-589) **Original Term**: Base Year, 4 Renewal Option Years 7/01/2018 - 6/30/2023 **Renewal Option**: 2 of 4	1. **Blackboard: Not To Exceed $98,613.15/$385,732.75** 2. TouchNet $189,798.63/$948,993.15 3. The CBORD Group $139,423.00/$697,115.00	**$60,478**	Annual contract for a full service one card transaction system to support cash/credit card purchases along with closed loop account purchases. By closed loop account purchases, we are referring to the functionality most card programs offer where funds can be deposited on a student card in various accounts to be used at specific locations on campus such as the Bookstore or Dining Services.
18-002 Annual Renewal for Fine Digital Paper (JCCC-1423) **Original Term**: Base Year, 4 Renewal Option Years 8/15/2017 - 7/31/2022 **Renewal Option**: 3 of 4	1. **Veritiv Corporation: $98,265/*$491,325*** 2. Midland Paper: $103,645/$518,225	**$106,352**	Annual Contract for Fine Digital Paper to be used on high end printing projects.

SUMMARY OF AWARD OF BIDS/RFPs:

$50,000 - $150,000

JULY 2020 MANAGEMENT COMMITTEE

Bid Title **Total Contract Period** **Fund Source / Firms Notified**	**Vendors** **Original Bid Amounts** **First Year / Multi-Year Total (if applicable)**	**Current Year Amount** ***Multi-Year Total or Single Purchase***	**Justification** ***If other than Low Bid***
20-053, Annual Contract for Athletic Insurance Broker Services (C20-053-00) Base Year, 4 Renewal Option Years: 6/1/2020 - 5/31/2025 Fund Source: 0201, General Firms Notified: 77	1. **Relation Insurance Services-Specialty Risk, Inc.: $12,000 / $60,000** 2. Dissinger Reed, LLC: $12,000 -$24,000 / $60,000 - $120,000 (*range given instead of flat fee*) 3. Arthur J. Gallagher Risk Management Services, Inc.: $12,500/$62,500 4. Specialty Insurance Solutions, Inc.: *non-responsive/not bid as specified* 5. First Risk Advisors, Inc.: *non-responsive/not bid as specified* 6. QM Services, Inc.: *non-responsive/not bid as specified* 7. Mercer: *non-responsive/not bid as specified* 8. Cypress Risk Management, LLC: *non-responsive/not bid as specified*	**$12,000* **$60,000* **Estimated*	A thorough evaluation process was conducted, which included reviewing and ranking the written proposals according to the evaluation following evaluation criteria: previous experience, adherence to the RFP requirements, breadth of services being provided, and proposed fees. At the conclusion of the evaluation process, it was determined that the proposal submitted by Relation Insurance Services-Specialty Risk, Inc. best met the needs of the college.
20-070, Purchase of Sony PXW-X400KF Camcorder Kits Single purchase Fund Source: 0201, General Firms Notified: 143	1. **Conference Technologies, Inc: $59,725.34** 2. B&H Photo & Electronics Corp.: $61,236.00 3. California Media Solutions Inc.: $63,096.00 4. Adorama Inc: $64,502.40 5. Magnasync Moviola Corp DBA Filmtools: $65,492.52 6. Aves Audio Visual Systems, Inc.: $65,553.00 7. Southwest Audio Visual: $66,969.00 8. Electronic Contracting Co: $68,161.00 9. Holzberg Communications, Inc.: $69,902.00 10. G&G Technologies, Inc: $51,597.00 (*No Bid on Wireless Package line items*)	*$59,725.34*	Low Bidder total for all line items.

MA-4 Monitor Facilities: FY 2020 Capital Infrastructure Inventory and One, Five and Ten-year Replacement plan

Tom Hall, Associate Vice President, Campus Services and Facility Planning, presented an overview of the capital infrastructure inventory and replacement plan. The detailed information is updated annually by Campus Services' staff and is the model that guides the decision-making process and allocation of resources for preventative maintenance and preservation of the building infrastructure.

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

Mr. Hall provided the committee with an update on 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 presented by Mr. Hall. He also reviewed progress on the various infrastructure projects currently under construction on campus.

MA-6 Monitor Information Services: Information Technology Quarterly Report

Tom Pagano, Vice President for Information Services and CIO, provided a quarterly update on Information Services. He reported activities and projects in Academic Technology Service, Network and data center operations, Enterprise Application support, IT Security and Client Support Services as well as the Project Management office. There was also a brief overview of what preparing for the future in what the new normal look like.

Johnson County Community College
As of July 1, 2020
(reflects payments issued through June 19, 2020)

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	Estimated Completion Date
MAJOR PROJECTS INCLUDED IN 2019-2020 MANAGEMENT BUDGET (Approx. $100,000 & over)											
Campus Exterior Signage Replacement	A/E Services	Confluence		CO	39,250		39,250	31,740		31,740	
	Cons. Serv/Equip.			CO							12/20/20
	Total Contract Commitments/Payments to Date				39,250	0	**39,250**	31,740	0	**31,740**	
	Original Project Budget						**400,000**				
Lighting Upgrades	A/E Services						0				
	Cons. Serv/Equip.	Graybar		CO	82,083		82,083				8/2020
	Total Contract Commitments/Payments to Date				82,083	0	**82,083**	0	0	**0**	
	Original Project Budget						**100,000**				
GYM Lobby Renovation	A/E Services										
	Cons. Serv/Equip.	Infinity Group	3/20	CO	157,638		157,638				7/20/20
	Total Contract Commitments/Payments to Date				157,638		**157,638**				
	Original Project Budget						**200,000**				
Masonry Tuckpointing	A/E Services	DGM		CO	10,000		10,000	10,001		10,001	
	Cons. Serv/Equip.	MTS Contracting	4/20	CO/ITC	155,270		155,270				7/20/20
	Total Contract Commitments/Payments to Date						**165,270**	10,001		**10,001**	
	Original Project Budget						**100,000**				
Solar Installations	A/E Services						0				
	Cons. Serv/Equip.	Altenergy	2/20	CO	499,997		499,997	250,000			9/2020
	Total Contract Commitments/Payments to Date				499,997	0	**499,997**	250,000	0	**0**	
	Original Project Budget						**500,000**				
Asphalt/Concrete Replacements	A/E Services										
	Cons. Serv/Equip.	McConnell & Assoc.		CO	243,777	21,377	265,154				7/20/20
	Total Contract Commitments/Payments to Date				243,777		**265,154**				
	Original Project Budget						**300,000**				
ITC HVAC Improvements	A/E Services										
	Cons. Serv/Equip.	The Wilson Group	1/20	ITC M&R	226,356	22,636	248,992	190,893		190,893	6/2020
	Total Contract Commitments/Payments to Date				226,356	22,636	**248,992**	190,893		**190,893**	
	Original Project Budget						**300,000**				
Active Learning Classrooms	A/E Services	Clark Enersen		GF	35,500		35,500	28,400		28,400	
	Cons. Serv/Equip.	KBS Constructors/Misc Vendors		GF	783,373	32,858	816,231	68,760			8/2020
	Total Contract Commitments/Payments to Date						**851,731**	97,160		**28,400**	
	Original Project Budget						**1,000,000**				
Grand Total Contract Commitments to date for Major 2019-2020 Improvement Projects							**2,310,115**				
Grand Total 2019-2020 Project Budget							**2,900,000**				
MAJOR PROJECTS INCLUDED IN 2020-2021 MANAGEMENT BUDGET (Approx. $100,000 & over)											
HCDC AHU Replacement	A/E Services										
	Cons. Serv/Equip.			CO							
	Total Contract Commitments/Payments to Date				0		**0**				
	Original Project Budget						**200,000**				
Lighting Upgrades	A/E Services										
	Cons. Serv/Equip.			CO							
	Total Contract Commitments/Payments to Date						**0**	0		**0**	
	Original Project Budget						**110,800**				
Masonry Repairs/Exterior Caulking	A/E Services						0				
	Cons. Serv/Equip.			CO			0				
	Total Contract Commitments/Payments to Date				0	0	**0**	0	0	**0**	
	Original Project Budget						**100,000**				
Replace Dimmer Panels NMOCA, COM & Regnier Center	A/E Services										
	Cons. Serv/Equip.			CO							
	Total Contract Commitments/Payments to Date				0		**0**				
	Original Project Budget						**340,000**				

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	Estimated Completion Date
SC 1st Floor Restroom Remodel	A/E Services										
	Cons. Serv/Equip.			CO			0			0	
	Total Contract Commitments/Payments to Date				0	0	**0**	0		**0**	
	Original Project Budget						**180,000**				
Asphalt/Concrete Repairs & Striping	A/E Services										
	Cons. Serv/Equip.			CD							
	Total Contract Commitments/Payments to Date				0		**0**				
	Original Project Budget						**400,000**				
Exterior Parking/Road Signag	A/E Services										
	Cons. Serv/Equip.			CD			0			0	
	Total Contract Commitments/Payments to Date				0	0	**0**	0		**0**	
	Original Project Budget						**200,000**				
ITC HVAC Improvements	A/E Services										
	Cons. Serv/Equip.			ITC M&R			0			0	
	Total Contract Commitments/Payments to Date				0	0	**0**	0		**0**	
	Original Project Budget						**170,000**				
Active Learning Classrooms	A/E Services						0			0	
	Cons. Serv/Equip.			GF			0				
	Total Contract Commitments/Payments to Date						**0**	0		**0**	
	Original Project Budget						**1,000,000**				
Grand Total Contract Commitments to date for Major 2020-2021 Improvement Projects											
Grand Total 2020-2021 Project Budget							**2,700,800**				

Johnson County Community College
Facilities Master Plan Projects
(reflects payments issued through 6/19/2020)

			(A-B)				(B+E)	(D+F)
	A	B	C	D	E	F	G	H
Phase 1	**Estimated Project Budget June 2020**	**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	$ 25,510,816	$ 21,217,495	$ 4,293,321	$ 21,150,796	$ 4,283,177	$ 4,236,110	$ 25,500,672	$ 25,386,906
OHOW/Motorcycle Garage	611,429	610,983	-	610,983	34,306	33,806	645,289	644,789
Fine Arts & Design Studios	19,255,864	16,456,063	2,799,801	15,543,399	2,657,700	2,619,906	19,113,763	18,163,305
ATB Renovation/WCMT Renovation	16,803,904	14,367,482	2,436,422	13,571,417	1,187,403	1,094,190	15,554,885	14,665,607
WLB Renovation	2,000,000	511,747	-	-	484,525	107,899	996,272	107,899
Chiller Plant Expansion [2]	2,030,946	1,850,520	180,426	1,307,349	129,087	129,087	1,979,607	1,436,436
Phase 1 Total	**$ 66,212,959**	**$ 55,014,290**	**$ 9,709,970**	**$ 52,183,944**	**$ 8,776,198**	**$ 8,220,998**	**$ 63,790,488**	**$ 60,404,942**

			(A-B)				(B+E)	(D+F)
	A	B	C	D	E	F	G	H
Phase 2	**Estimated Project Budget June 2020**	**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	$ 12,857,459	$ 11,262,172	$ 1,595,287	$ 10,777,039	$ 1,263,744	$ 1,216,737	$ 12,525,916	$ 11,993,776
GYM Renovation	1,300,000	1,129,356	170,644	1,113,710	34,709	34,709	1,164,065	1,148,419
LIB Resource Centers and Backfills	8,416,435	6,066,109	2,350,326	4,270,338	2,322,994	1,295,191	8,389,103	5,565,529
Student Center Renovation	8,806,915	6,996,091	1,810,824	6,945,384	1,714,636	1,616,091	8,710,727	8,561,475
Phase 2 Total	**$ 31,380,809**	**$ 25,453,728**	**$ 5,927,081**	**$ 23,106,471**	**$ 5,336,084**	**$ 4,162,728**	**$ 30,789,812**	**$ 27,269,199**

Phase 3	**Estimated Project Budget June 2020**	**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**
Space Management Backfills	$ 5,910,000	$ 123,265		$ 120,800	$ 241,142	$ 16,267	$ 364,407	$ 137,067
Phase 3 Total	**$ 5,910,000**						**$ 364,407**	**$ 137,067**
Total Facilities Master Plan	**$ 103,503,768**	**$ 80,468,018**	**$ 15,637,051**	**$ 75,290,415**	**$ 14,112,282**	**$ 12,383,725**	**$ 94,944,707**	**$ 87,811,208**

(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.

MANAGEMENT COMMITTEE
Working Agenda
FY 2020-2021

MA-1 Review and Update Policies as needed

MA-2 Guide Budget Development

- FY 2020-2021 Legal budget publication (July)
- Assessed valuation: Update (July)
- FY 2020-2021 Legal Budget adoption (August)
- Budget reallocations: Semi-annual review (August, January)
- Proposed Budget guidelines and calendar for FY 2021-2022 (October)
- Multi-Year Budget Projection Model: Review (November)
- Guidelines for FY 2021-2022 Budget adoption (December)
- Board of Trustees Budget Workshop: (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 2021 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

- Single Source Purchase report: Review monthly purchasing report
- Bid/RFP review and recommendations
- Contract renewals

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)

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

MA-12 Management Committee Working Agenda (June)

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

July 2, 2020

TREASURER'S REPORT

REPORT:

The following pages contain the Treasurer's Report for the month ended May 31, 2020.

During the month of May, the College made payments totaling $190,786 on the Series 2012, 2015 and 2019 Revenue Bonds.

An ad valorem tax distribution of $42.4 million was received from Johnson County in June and will be included 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 May 2020, subject to audit.

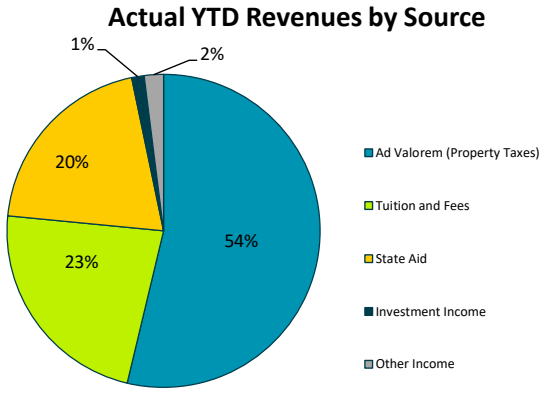
Rachel Lierz
Associate Vice President
Financial Services/Chief Financial Officer

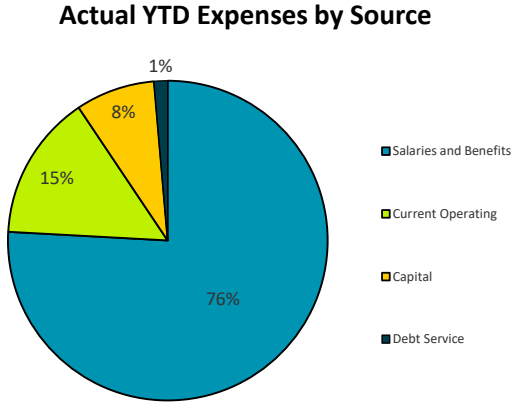
Randy Weber
Interim Vice President,
Finance and Administrative Services
Vice President,
Student Success and Engagement

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
I. GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS

	ADOPTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
GENERAL/PTE FUNDS					
Ad Valorem (Property Taxes)	$ 103,553,406	$ -	$ 62,419,560	60%	$ 60,368,126
Tuition and Fees	29,037,078	(99,556)	26,465,170	91%	29,847,240
State Aid	22,541,479	-	23,436,044	104%	22,702,573
Investment Income	900,000	151,247	1,503,154	167%	1,664,201
Other Income	2,541,796	137,650	2,306,026	91%	2,377,101
TOTAL REVENUE	$ 158,573,759	$ 189,340	$ 116,129,954	73%	$ 116,959,242
Salaries and Benefits	$ 122,458,917	$ 10,114,205	$ 109,270,062	89%	$ 100,416,172
Current Operating	29,774,475	1,063,413	21,217,968	71%	21,891,635
Capital	18,955,896	521,671	11,560,751	61%	6,013,259
Debt Service	1,977,863	-	1,977,250	100%	3,373,103
TOTAL EXPENSES	$ 173,167,151	$ 11,699,289	$ 144,026,031	83%	$ 131,694,169
Unencumbered Cash Rollforward:					
Beginning Balance			$ 103,156,449		$ 93,365,942
Revenues Over Expenses			(27,896,078)		(14,734,927)
Encumbrances & Other Activity			(4,414,653)		(7,922,484)
Ending Balance			$ 70,845,718		$ 70,708,531





JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
I. GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS
EXPENDITURE DETAIL BY NATURAL CLASSIFICATION

	ADJUSTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE	YTD CHANGE FROM PRIOR YEAR
Salaries	$ 87,160,478	$ 7,592,399	$ 77,119,928	88%	$ 74,648,405	3%
Benefits	35,298,858	2,521,806	32,150,135 *	91%	25,767,767	25%
Event Officials	60,820	-	58,590	96%	58,288	1%
Legal Services	100,000	13,790	26,941	27%	23,788	13%
Audit Services	80,000	-	55,740	70%	48,850	14%
Collection Costs	94,831	8,029	81,072	85%	69,340	17%
Insurance, Property/Casualty & Rel	687,720	11,194	648,247	94%	582,993	11%
Contracted Services	8,432,851	406,001	5,562,075	66%	6,233,024	-11%
SB 155 Shared Funding Payments	450,000	-	232,713	52%	227,333	2%
Overnight Travel	919,494	(1,101)	436,733	47%	495,379	-12%
Travel - AQIP	6,339	-	2,087	33%	7,001	-70%
Staff Development Travel	443,719	9,545	279,816	63%	271,256	3%
Faculty Continuing Ed Grants	17,441	2,981	12,868	74%	14,484	-11%
Tuition Reimbursement	525,000	2,260	403,392	77%	402,745	0%
Same Day Travel	148,458	3,254	44,876	30%	60,411	-26%
Team Travel	-	-	127	0%	205	-38%
Supplies and Materials	6,465,300	209,787	4,342,243	67%	3,965,931	9%
Computer Software	-	-	-	0%	294,470	-100%
Computer Software Licenses	2,885,934	41,401	2,857,696	99%	2,538,488	13%
Technical Training Travel	24,758	543	19,837	80%	13,912	43%
Applicant Travel	22,924	-	21,756	95%	9,498	129%
Recruiting Travel	25,632	360	13,805	54%	16,218	-15%
Printing, Binding & Publications	161,088	910	71,974	45%	47,737	51%
Advertising and Promotions	958,518	60,603	613,158	64%	628,309	-2%
Memberships	370,743	17,882	290,058	78%	327,347	-11%
Accreditation Expenses	39,990	1,800	32,197	81%	29,574	9%
Bad Debt Expense	450,000	-	450,000	100%	500,000	-10%
Electric	3,030,000	100,849	2,204,015	73%	2,554,382	-14%
Water	170,000	4,844	111,737	66%	116,130	-4%
Natural Gas	57,000	2,397	43,317	76%	20,323	113%
Telephone	238,196	11,094	207,887	87%	216,846	-4%
Gasoline	60,000	649	37,827	63%	51,318	-26%
Subscriptions	474,556	68,909	437,848	92%	380,307	15%
Rentals and Leases	637,500	63,520	569,029	89%	555,291	2%
Repairs and Maintenance	530,962	11,768	332,526	63%	319,261	4%
Freight	58,068	1,457	48,017	83%	86,896	-45%
Special Events	442,128	2,536	287,546	65%	288,587	0%
Retirement Recognitions	10,000	-	4,869	49%	5,518	-12%
Postage	320,000	3,870	208,649	65%	231,857	-10%
Contingency	154,691	-	-	0%	-	0%
Remodeling and Renovations	1,905,071	69,652	392,166	21%	243,065	61%
Library Books	177,750	10,689	134,078	75%	184,474	-27%
Furniture and Equipment	2,040,395	115,648	1,051,955	52%	2,324,793	-55%
Art Acquisitions	3,000	-	800	27%	825	-3%
Building Improvements	14,520,334	325,682	9,981,753	69%	3,260,102	206%
Land Improvements	153,900	-	-	0%	-	100%
Other Tax Assessments	150	-	-	0%	129	-100%
Income Tax	10,000	-	6,356	64%	708	0%
Grants	209,000	-	49,449	24%	76,495	-35%
Foster Care & Killed on Duty Grant	80,000	-	45,680	57%	47,597	-4%
Federal SEOG Match	75,690	2,281	65,214	86%	73,409	-11%
Principal Payments	115,000	-	115,000	100%	1,430,000	-92%
Interest Payments	1,861,363	-	1,860,750	100%	1,940,353	-4%
Fee Payments	1,500	-	1,500	100%	2,750	-45%
Mandatory Transfers	-	-	-	0%	-	100%
TOTAL EXPENSES	$ 173,167,151	$ 11,699,289	$ 144,026,031	83%	$ 131,694,169	9%

* FY20 benefits expense includes the one-time accrual to establish the liability for the new Voluntary Employee Retirement Benefit (VERB).

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
II. ADULT SUPPLEMENTARY EDUCATION & STUDENT ACTIVITY FUNDS

	ADOPTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ADULT SUPPLEMENTARY EDUCATION FUND					
Tuition and Fees	$ 4,102,183	$ 28,797	$ 2,958,618	72%	$ 3,873,138
Investment Income	20,000	2,226	27,748	139%	35,244
Other Income	1,754,900	27,371	1,126,329	64%	1,402,785
TOTAL REVENUE	$ 5,877,083	$ 58,394	$ 4,112,695	70%	$ 5,311,167
Salaries and Benefits	$ 3,378,662	$ 147,987	$ 2,060,686	61%	$ 2,001,411
Current Operating	4,481,686	49,344	2,388,996	53%	2,486,995
Capital	165,520	0	73,490	44%	225,756
TOTAL EXPENSES	$ 8,025,868	$ 197,331	$ 4,523,172	56%	$ 4,714,161
Unencumbered Cash Rollforward:					
Beginning Balance			$ 1,619,878		$ 1,475,882
Revenues Over Expenses			(410,477)		597,006
Encumbrances & Other Activity			(251,270)		(403,300)
Ending Balance			$ 958,131		$ 1,669,588
STUDENT ACTIVITY FUND					
Tuition and Fees	$ 2,114,000	$ (7,705)	$ 2,096,677	99%	$ 2,381,765
Investment Income	10,000	1,232	13,718	137%	14,215
Other Income	18,000	0	20,423	113%	23,374
TOTAL REVENUE	$ 2,142,000	$ (6,473)	$ 2,130,819	99%	$ 2,419,354
Salaries and Benefits	$ 348,353	$ 25,084	$ 271,929	78%	$ 356,588
Current Operating	738,673	(7,676)	424,752	58%	487,363
Capital	-	-	-	100%	-
Grants/Scholarships	1,338,548	21,889	1,126,391	84%	1,172,278
TOTAL EXPENSES	$ 2,425,574	$ 39,296	$ 1,823,073	75%	$ 2,016,229
Unencumbered Cash Rollforward:					
Beginning Balance			$ 418,158		$ 315,230
Revenues Over Expenses			307,747		403,125
Encumbrances & Other Activity			(20,994)		(82,115)
Ending Balance			$ 704,910		$ 636,240

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
III. OTHER FUNDS

	ADOPTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
MOTORCYCLE DRIVER SAFETY FUND					
Tuition and Fees	$ 147,000	$ (4,284)	$ 67,408	46%	$ 145,190
Other Income	41,000	-	40,092	100%	40,758
TOTAL REVENUE	$ 188,000	$ (4,284)	$ 107,500	57%	$ 185,948
Salaries and Benefits	$ 69,095	$ -	$ 23,694	34%	$ 53,411
Current Operating	40,835	-	7,829	19%	16,527
Capital	0	-	-	100%	-
TOTAL EXPENSES	$ 109,930	$ -	$ 31,523	29%	$ 69,939
Unencumbered Cash Rollforward:					
Beginning Balance			$ 790,505		$ 694,915
Revenues Over Expenses			75,977		116,009
Encumbrances & Other Activity			4,439		(1,765)
Ending Balance			$ 870,921		$ 809,159
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	$ 387,500	$ 5,049	$ 377,789	97%	$ 372,506
TOTAL REVENUE	$ 387,500	$ 5,049	$ 377,789	97%	$ 372,506
Salaries and Benefits	$ 294,283	$ 4,185	$ 101,597	35%	$ 99,007
Current Operating	$ 503,900	1,515	54,894	11%	120,064
Capital	-	-	-	100%	-
TOTAL EXPENSES	$ 798,183	$ 5,699	$ 156,491	20%	$ 219,071
Unencumbered Cash Rollforward:					
Beginning Balance			$ 272,656		$ 147,926
Revenues Over Expenses			221,298		153,435
Encumbrances & Other Activity			(4,078)		(10,631)
Ending Balance			$ 489,876		$ 290,730
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	$ 409,720	$ -	$ 245,880	60%	$ 234,295
Interest Income	0	1,678	14,079	0%	13,500
TOTAL REVENUE	$ 409,720	$ 1,678	$ 259,959	63%	$ 247,795
Current Operating	$ 300,000	$ 117	$ 228,052	76%	$ 211,267
TOTAL EXPENSES	$ 300,000	$ 117	$ 228,052	76%	$ 211,267
Unencumbered Cash Rollforward:					
Beginning Balance			$ 978,295		$ 785,243
Revenues Over Expenses			31,907		36,528
Encumbrances & Other Activity			(17,232)		793
Ending Balance			$ 992,970		$ 822,564

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
IV. AUXILIARY ENTERPRISE FUND - SCHEDULE 1

	ADOPTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020		YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUES						
Concessions	$ 11,000	$ -	$ 6,634		60%	$ 5,034
Cosmetology	28,000	-	19,206		69%	27,612
Bookstore	6,434,500	322,269	5,295,826		82%	5,726,011
Dining Services	2,305,000	692	1,683,898		73%	1,992,398
Coffee Bars	345,500	13	236,332		68%	449,927
The Market	430,000	6	133,252	*	31%	-
Vending	160,000	1,424	136,360		85%	253,096
Hiersteiner Center	1,004,500	(4,228)	832,773		83%	1,026,569
HVAC Auxiliary & Auto Technology Project	4,000	-	51		1%	1,177
Printing	266,000	-	205,412		77%	232,315
Dental Hygiene	2,000	-	838		42%	2,690
Hospitality Management & Pastry Program	70,000	-	30,774		44%	43,344
Café Tempo	195,000	-	126,727		65%	167,123
Campus Farm	12,300	-	13,631		111%	14,604
TOTAL REVENUES	$ 11,267,800	$ 320,177	$ 8,721,715		77%	$ 9,941,899
EXPENSES						
Concessions	$ 20,000	$ -	$ 5,358		27%	$ 4,719
Cosmetology	23,000	446	14,254		62%	20,099
Bookstore	5,615,272	154,341	4,904,934		87%	4,534,381
Dining Services	3,362,260	170,391	2,637,249		78%	2,561,856
Coffee Bars	496,185	23,578	383,390		77%	519,989
The Market	382,595	15,608	212,820	*	56%	-
Vending	20,312	1,699	18,417		91%	228,532
Hiersteiner Center	1,733,025	127,644	1,395,554		81%	1,326,642
HVAC Auxiliary & Auto Technology Project	4,000	-	56		1%	200
Printing	250,000	3,763	102,211		41%	112,917
Dental Hygiene	2,000	-	1,170		58%	1,620
Hospitality Management & Pastry Program	55,000	-	8,634		16%	18,952
Café Tempo	283,352	15,591	236,074		83%	288,260
Campus Farm	12,300	451	4,863		40%	5,846
SUBTOTAL	$ 12,259,300	$ 513,510	$ 9,924,982		81%	$ 9,624,013
Other Auxiliary Services Expenses						
Student Center Renovations	$ -	$ -	$ 12,052		0%	$ 215,422
Auxiliary Construction	35,000	-	1,000		3%	17,422
Director	56,100	-	14,011		25%	(1,305)
TOTAL EXPENSES	$ 12,350,400	$ 513,510	$ 9,952,045		81%	$ 9,855,552
Unencumbered Cash Rollforward:						
Beginning Balance			$ 2,766,083			$ 3,564,332
Revenues Over Expenses			(1,230,330)			86,347
Encumbrances & Other Activity			54,121			(846,515)
Ending Balance			$ 1,589,873			$ 2,804,164

* The Market is the new dining option located in the Student Center. Java Jazz, which was in Coffee Bars in prior years, and the C-Store, which was included in the Bookstore in prior years, have both closed.

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
IV. AUXILIARY ENTERPRISE FUND - SCHEDULE 2

	2019-2020 YEAR TO DATE NET	2018-2019 YEAR TO DATE NET	NET CHANGE FROM PRIOR YR
Concessions	$ 1,276	$ 315	$ 961
Cosmetology	4,952	7,513	(2,561)
Bookstore	390,892	1,191,629	(800,737)
Dining Services	(953,351)	(569,458)	(383,893)
Coffee Bars	(147,057)	(70,062)	(76,996)
The Market	(79,568)	-	(79,568)
Vending	117,943	24,564	93,379
Hiersteiner Center	(562,781)	(300,074)	(262,708)
HVAC Auxiliary & Auto Technology Project	(5)	977	(981)
Printing	103,201	119,398	(16,197)
Dental Hygiene	(331)	1,070	(1,402)
Hospitality Management & Pastry Program	22,140	24,393	(2,252)
Café Tempo	(109,347)	(121,137)	11,791
Campus Farm	8,768	8,758	10
	$ (1,203,268)	$ 317,885	$ (1,521,153)

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
V. PLANT & OTHER FUNDS

	ADOPTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND					
Unencumbered Cash Rollforward:					
Balance Forward	$ 1,882,132		$ 1,882,132		$ 1,927,041
TOTAL REVENUE	1,565,000	$ (2,232)	1,554,014	99%	1,753,071
TOTAL EXPENSES	1,722,385	0	1,510,305	88%	1,713,728
Encumbrances & Other Activity			(1)		(1)
Ending Balance			$ 1,925,840		$ 1,966,383
COMMONS (COM) & INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	$ 776,075		$ 776,075		$ 1,459,531
TOTAL REVENUE	150,000	$ 13,526	150,899	101%	162,792
TOTAL EXPENSES	625,000	152,853	298,753	48%	149,927
Encumbrances & Other Activity			(146,848)		(430,072)
Ending Balance			$ 481,373		$ 1,042,324
CAPITAL OUTLAY & SERIES 16 CAPITAL OUTLAY GENERAL OBLIGATION PRINCIPAL & INTEREST FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	$ 5,908,036		$ 5,908,036		$ 9,493,605
TOTAL REVENUE	6,046,431	$ 9,512	3,737,189	62%	3,621,108
TOTAL EXPENSES	8,922,000	229,447	5,350,191	60%	3,187,400
Encumbrances & Other Activity			(2,204,701)		(6,114,926)
Ending Balance			$ 2,090,332		$ 3,812,387
CAMPUS DEVELOPMENT FUND					
Unencumbered Cash Rollforward:					
Balance Forward	$ 48,053		$ 48,053		$ 1,408,393
TOTAL REVENUE	906,000	$ (3,316)	902,591	100%	1,028,648
TOTAL EXPENSES	-	0	-	100%	2,049,823
Encumbrances & Other Activity			1		(335,624)
Ending Balance			$ 950,645		$ 51,594
CAMPUS IMPROVEMENTS SERIES 16 CAPITAL OUTLAY GENERAL OBLIGATION BONDS					
Unencumbered Cash Rollforward:					
Balance Forward	$ 76,004		$ 76,004		$ 454,768
TOTAL REVENUE	-	$ 1	12,836	0%	22,291
TOTAL EXPENSES	-	8,674	(70,855)	0%	20,587
Encumbrances & Other Activity			(153,234)		(84,039)
Ending Balance			$ 6,461		$ 372,433

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
V. PLANT & OTHER FUNDS (CONTINUED)

	ADOPTED BUDGET 2019-2020	ACTIVITY THIS MONTH 2019-2020	ACTIVITY YEAR TO DATE 2019-2020	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ARTS BUILDING CONSTRUCTION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	$ (44,948)		$ (44,948)		$ 4,604,562
TOTAL REVENUE	-	$ -	275,000	0%	(4,550,000)
TOTAL EXPENSES	-	0	579,765	0%	11,393,858
Encumbrances & Other Activity			625,730		10,840,581
Ending Balance			$ 276,017		$ (498,715)
CAREER AND TECHNICAL EDUCATION CONSTRUCTION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	$ 5,274,236		$ 5,274,236		$ 6,259,190
TOTAL REVENUE	-	$ -	146,001	0%	(897,508)
TOTAL EXPENSES	-	0	547,358	0%	14,808,527
Encumbrances & Other Activity			2,863,112		12,832,157
Ending Balance			$ 7,735,990		$ 3,385,312
ATB RENOVATION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	$ 1,712,590		$ 1,712,590		$ 1,916,469
TOTAL REVENUE	-	$ -	200,000	0%	-
TOTAL EXPENSES	2,900,000	24,527	612,682	21%	181,999
Encumbrances & Other Activity			(318,384)		(18,002)
Ending Balance			$ 981,524		$ 1,716,469
OUTDOOR SITE & ATHLETIC IMPROVEMENT					
Unencumbered Cash Rollforward:					
Balance Forward	$ (288,684)		$ (288,684)		$ -
TOTAL REVENUE	-	$ -	-	0%	11,200,000
TOTAL EXPENSES	-	284,724	4,404,111	0%	3,858,483
Encumbrances & Other Activity			4,810,597		(7,744,532)
Ending Balance			$ 117,803		$ (403,014)
OHOW/MOTORCYCLE GARAGE CONSTRUCTION					
Unencumbered Cash Rollforward:					
Balance Forward	$ 1,195		$ 1,195		$ -
TOTAL REVENUE	-	$ -	648,895	0%	-
TOTAL EXPENSES	-	-	625,283	0%	-
Encumbrances & Other Activity			(1,571)		-
Ending Balance			$ 23,237		$ -
RESOURCE CENTERS BACKFILLS					
Unencumbered Cash Rollforward:					
Balance Forward	$ -		$ -		$ -
TOTAL REVENUE	-	$ 2,916	1,559,790	0%	-
TOTAL EXPENSES	-	-	-	0%	-
Encumbrances & Other Activity			(985,397)		-
Ending Balance			$ 574,394		$ -
ALL OTHER FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	$ 2,702,694		$ 2,702,694		$ 1,803,955
TOTAL REVENUE	35,301,385	$ 1,993,256	32,987,662	93%	22,198,838
TOTAL EXPENSES	19,786,291	837,589	32,365,347	164%	21,781,933
Encumbrances & Other Activity			(686,946)		413,093
Ending Balance			$ 2,638,063		$ 2,633,952

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
VI. INVESTMENTS

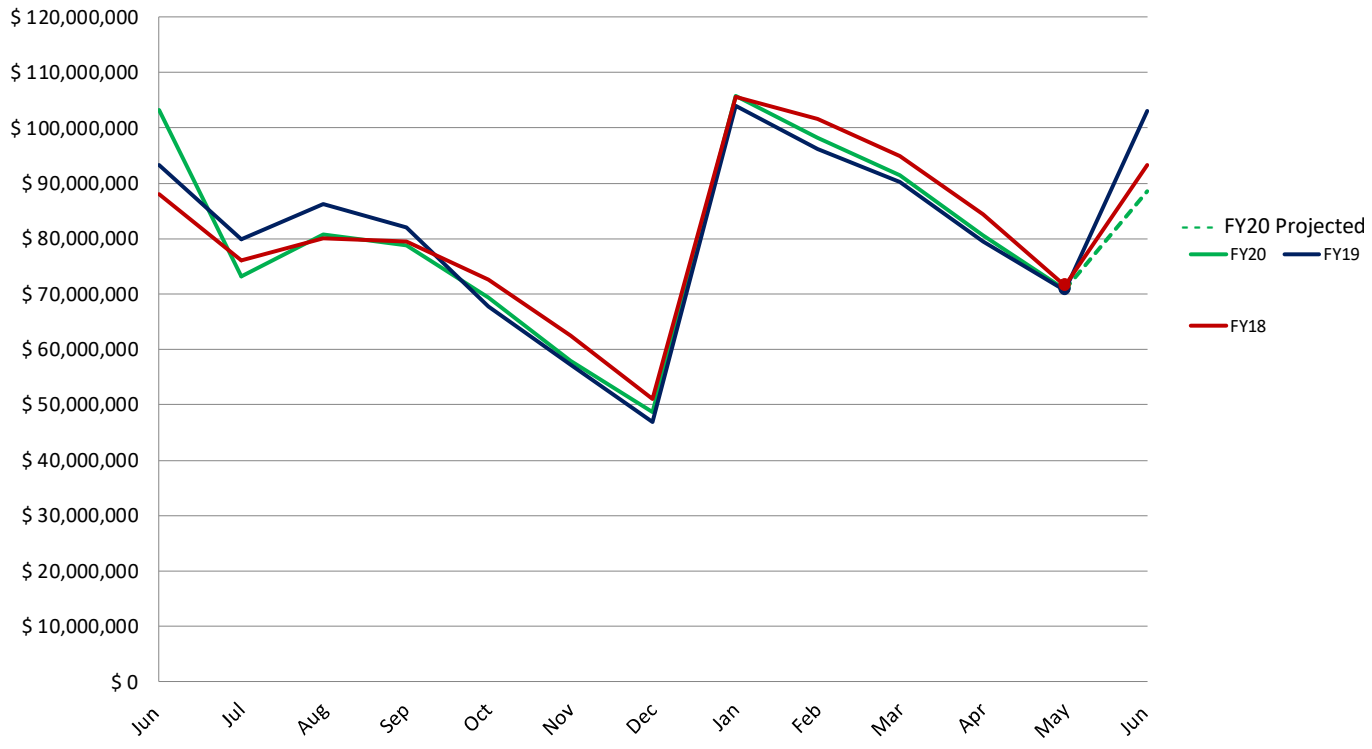
FUND	CD#	DATE OF ISSUE	DATE OF MATURITY	TERM	INTEREST RATE	MATURED THIS MONTH	INTEREST RECEIVED	CURRENT INVESTMENTS
Bank of Kansas City	ADN 805666889	01/23/20	05/07/20	105 d	1.550	$ 9,954,792	$ 45,208	
Bank of Kansas City	ADN 805666891	01/23/20	05/14/20	112 d	1.550	9,951,778	48,222	
Bank of Kansas City	ADN 805667579	01/30/20	05/21/20	112 d	1.560	4,975,733	24,267	
Capitol Federal Savings	9065587192	03/05/20	05/21/20	77 d	0.950	4,000,000	8,016	
Capitol Federal Savings	9065582759	02/06/20	05/28/20	112 d	1.590	10,000,000	48,789	
UMB Bank	252087694	02/20/20	06/04/20	105 d	1.520			$ 10,000,000
Capitol Federal Savings	9065586873	02/27/20	06/11/20	105 d	1.570			8,000,000
Bank of Kansas City	ADN 805671268	03/12/20	06/11/20	91 d	0.405			1,997,953
Capitol Federal Savings	905587643	03/19/20	06/18/20	91 d	0.550			7,000,000
Capitol Federal Savings	9065587825	03/26/20	06/25/20	91 d	0.300			6,000,000
Capitol Federal Savings	9065587947	04/02/20	06/25/20	84 d	0.250			7,000,000
Capitol Federal Savings	9065588029	04/09/20	07/02/20	84 d	0.260			7,000,000
Commerce Bank	296018270	04/16/20	07/09/20	84 d	0.250			8,000,000
Bank of Kansas City	1023755439	04/23/20	07/23/20	91 d	0.400			7,000,000
Capitol Federal Savings	9065588358	04/30/20	07/16/20	77 d	0.250			4,000,000
Capitol Federal Savings	9065588465	05/07/20	07/23/20	77 d	0.270			10,000,000
UMB Bank	T-Bill 545318830	05/14/20	07/30/20	77 d	0.086			3,999,264
Capitol Federal Savings	9065588766	05/21/20	08/06/20	77 d	0.250			9,000,000
Commerce Bank	296018460	05/28/20	08/13/20	77 d	0.110			8,000,000
	PREVIOUSLY REPORTED INTEREST						1,819,069	
	TOTAL						1,993,572	96,997,217
Municipal Investment Pool: (MIP) Daily Rate		05/01/20	05/31/20	31 d	0.001 *		7	6,616,814
	PREVIOUSLY REPORTED INTEREST						61,551	
	TOTAL						61,558	
	GRAND TOTAL						$ 2,055,130	$ 103,614,031

* Average daily rate earned for the month of May = .001
Rates varied from .001 to .001
Average 3 month T-Bill rate for the month of May = 0.054
Rates varied from 0.03 to 0.12%

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
VII. CASH AND POOLED INVESTMENT ANALYSIS

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	$ 97,435,236	$ 26,589,517	$ 70,845,718	$ 70,708,531
Adult Supplementary Education Fund	1,339,809	381,678	958,131	1,669,588
Student Activity Fund	741,688	36,778	704,910	636,240
Motorcycle Driver Safety Fund	870,921	0	870,921	809,159
Truck Driver Training Fund	507,138	17,262	489,876	290,730
Auxiliary Enterprise Funds	1,870,554	280,681	1,589,873	2,804,164
Revenue Bond Principal and Interest Fund	1,983,206	57,366	1,925,840	1,966,383
COM Repair and Replacement Reserve Fund	14,139	0	14,139	14,139
ITC Repair & Maintenance Reserve Fund	618,475	151,240	467,234	1,028,186
Capital Outlay Funds	5,726,169	3,635,837	2,090,332	3,812,387
Campus Development Fund	972,008	21,363	950,645	51,594
Special Assessments Fund	1,010,212	17,242	992,970	822,564
All Other Funds	6,766,237	4,128,174	2,638,063	2,633,952
TOTAL	$ 119,855,792	$ 35,317,139	$ 84,538,653	$ 87,247,617
Series 16 GO Capital Outlay Bond Proceeds	$ 980,637	$ 974,177	$ 6,461	$ 372,433

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



JOHNSON COUNTY COMMUNITY COLLEGE

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MAY 31, 2020
91.7% OF YEAR EXPIRED
VIII. FOUNDATION

	ACTIVITY YEAR TO DATE MAY 31, 2020	PRIOR YEAR ACTIVITY TO DATE	$ CHANGE	CHANGE %
FOUNDATION				
Contribution Income	$ 2,415,276	$ 4,706,526		
Event Revenue	441,585	612,163		
Investment Income	(2,734,880)	820,979		
Other Revenue	52,483	56,754		
TOTAL REVENUE	$ 174,464	$ 6,196,422	$ (6,021,958)	(97.2) %
Student Assistance	$ 617,501	$ 585,865		
Program Support	384,969	496,508		
Project Support	2,816,955	5,758,709		
Campus Support	77,056	95,919		
Programming Expenses	285,697	298,547		
General & Administrative Expenses	322,740	388,507		
TOTAL EXPENSES	$ 4,504,918	$ 7,624,055	$ (3,119,137)	(40.9) %
Balance Forward	$ 39,915,471	$ 44,512,980		
Revenues Over Expenses	(4,330,454)	(1,427,633)		
Ending Balance	$ 35,585,017	$ 43,085,347	$ (7,500,330)	(17.4) %

MEMORANDUM

TO: JCCC Board of Trustees (with copy to Facility Naming Committee)

FROM: Greg Musil, Facility Naming Committee Chair

RE: Naming Recognition Recommendation

DATE: July 7, 2020

At the Board of Trustee meeting in April, I announced that President Sopcich and I would appoint a Facility Naming Committee as contemplated by Board Policy 217.05 and Board Procedure 217.05. The purpose of the Committee was to consider recommendations regarding the naming of the current Carlsen Center.

The Committee was appointed and comprised of:

Trustees Musil and Ingram
President Sopcich (subsequently succeeded by Dr. Randy Weber)
JCCC Foundation Board members Suze Park and Sean Khurana
Student Senate President Sailor Usher
Faculty Association representative Diane Davis
Administration representative Tom Clayton

In addition, the Committee was assisted by Kate Allen, Emily Behrman, and Kelsey Nazar, as ex officio members.

The Committee first met via Zoom on June 8 to discuss the policy and procedure in place at the College and to evaluate a timeline for further action.

The Committee met a second time on June 30, again via Zoom, to consider a newly available gift and renaming opportunity. The Committee reviewed the following information:

1. A proposed gift of $1 million (minimum) from Johnson County residents Brad and Libby Bergman intended to create an endowment for student scholarships, with an emphasis on students in the creative arts, as well as for special performances benefitting student scholarships.

2. Renaming of the Carlsen Center to the Midwest Trust Center, with Midwest Trust Company being the business built by the Bergmans, a renaming that comes with the support of Dr. Carlsen.

3. Materials and information regarding the Bergmans and Midwest Trust Company, including charitable and service philanthropy by the Bergmans, both to the College and the community, and background investigation results from due diligence conducted by the JCCC Foundation, through Kate Allen, and the JCCC in-house counsel, Kelsey Nazar. The background investigation included Internet searches, use of a third-party screening entity, and litigation searches.

Additional information evaluated by the Committee is attached to this memorandum.

The Committee discussed the gift and naming recognition based on the eligibility criteria set forth in Board Procedure 217.05, which are restated here:

Eligibility Criteria for Naming Recognition:

A. Naming in Recognition of Financial Support

For naming recognition of financial gifts or other items of economic value, the donor will be expected to provide all or a substantial part of the cost of the Facility to be named. A "substantial part" shall be defined as a contribution that is more than half of the cost (51% or more), or a contribution which would not have been available from another source or was in some way integral to project completion or project excellence. When the financial support involves a pledge, the College generally requires at least 20% of the total pledge up front. In the event that a pledge is fully or partially unpaid, the College reserves the right to rescind the naming recognition and is under no obligation to return any of the partially paid funds.

B. Naming in Recognition of Distinguished Service

For naming recognition to honor extraordinary, distinguished service, the individual is expected to be associated with the College as a former employee, former student, former trustee or other individual who has made a significant service contribution to the College. It will be the general practice that a period of not less than three years will lapse between the end of the individual's service to the College and consideration for a distinguished service naming recognition.

Following discussion, the Committee unanimously voted to recommend this opportunity to the full Board of Trustees. Although the Committee recognized the long history of service to the College by the Bergmans, the recommendation was based on their financial support and the understanding that the $1 million endowment was not available from another source and was integral to program excellence, thus meeting the eligibility criteria.

Adoption of the recommendation requires five (5) affirmative votes of the Board of Trustees.

On behalf of the Committee, I will present the following recommendation at the July 16 Board meeting. Please let me know if you need more information prior to the Board meeting.

RECOMMENDATION: It is the recommendation of the Facility Naming Committee that the College accept the opportunity of a $1 million gift from Brad and Libby Bergman and that the College agree in recognition of this gift to rename the Carlsen Center to the Midwest Trust Center, subject to a written agreement to be reviewed and approved by the President and by College counsel.

FACILITIES NAMING RECOMMENDATION

FACILITIES NAMING COMMITTEE

CONFIDENTIAL

June 30, 2020

Live Digital Conference Meeting
via Zoom Platform

Facilities Naming Committee
June 30, 2020
3:30 p.m.
Live Digital Conference Meeting via Zoom Platform

I.	Purpose a. Board Policy 217.05 b. Operating Procedure 217.05	Trustee Greg Musil
II.	Committee History a. Committee Objective b. List of Current Named Facilities	Kate Allen
IV.	Nomination Review a. Midwest Trust Center	Kate Allen
V.	Discussion	
VI.	Recommendation	
VII.	Next Steps	

JOHNSON COUNTY COMMUNITY COLLEGE

NAMING OF COLLEGE FACILITIES FOR INDIVIDUALS

Board Policy 217.05

Johnson County Community College
Foundation
12345 College Boulevard
Overland Park, KS 66210-1299

913.469.4434

Naming College Facilities Policy 217.05

Cross-Reference: Naming College Facilities Operating Procedure 217.05

Purpose:

Johnson County Community College (JCCC or the "College") acknowledges the importance of naming recognition opportunities as a means of recognizing significant contributions in support of the College's mission and values. In granting naming recognition, the College intends to promote an appropriate reflection of the history of the College as well as consistency, fairness, fitting recognition and good value in exchange for the honor and privilege of naming recognition.

Applicability:

This Policy applies to College buildings, rooms, halls, auditoria, galleries, structures, courtyards, roads, walkways, playing fields/courts and campus grounds, as well as formal College programs/divisions ("Facilities"). This Policy is not intended to apply to tribute markers such as plaques, medallions, inscriptions or other name markers usually placed in association with trees, benches, walls, seats, bricks or other similar property. The President is responsible for interpretations related to applicability of this Policy to a particular naming recognition opportunity.

Naming Recognition:

The final authority for naming recognition approval rests with the Johnson County Community College Board of Trustees (the "Board"). All action to approve, change or remove naming of a Facility shall be made upon an affirmative vote of no less than five members of the Board. Recommendations for naming of Facilities will be made in accordance with this Policy and the Procedures established and administered by the President or his/her designee.

The following two categories will generally be considered for Facilities naming recognition:

1. Naming in recognition of Financial Support
2. Naming in recognition of Distinguished Service

In addition to approval by the Board, each naming recognition will be subject to a written agreement or conditions statement and/or subject to applicable College policies/procedures and Kansas statutes, as may be amended.

When a Facility has been named by the Board pursuant to this Policy, it is the College's intent to continue to use the name so long as the Facility remains in use and serves its original function, or as otherwise may be provided for in a written agreement, a conditions statement, College policies/procedures or Kansas statutes.

When the Facility use has changed such that the named Facility must be demolished, substantially renovated, discontinued or rebuilt, or if the College determines that the naming recognition will adversely impact the reputation, mission or integrity of the

College, the Board may retain the use of the name or vote to change/discontinue the use of the name in its sole discretion.

Date of Adoption: 05/07/1998
Revised: 06/16/2009, 08/18/2016

Naming of College Facilities Operating Procedure 217.05

Cross-Reference: Naming College Facilities Policy 217.05

The following Procedures are established in accordance with the College's Naming College Facilities Policy. These Procedures set forth the process for evaluating and recommending Facilities naming recognition to the Board for approval.

Eligibility Criteria for Naming Recognition:

A. Naming in Recognition of Financial Support

For naming recognition of financial gifts or other items of economic value, the donor will be expected to provide all or a substantial part of the cost of the Facility to be named. A "substantial part" shall be defined as a contribution that is more than half of the cost (51% or more), or a contribution which would not have been available from another source or was in some way integral to project completion or project excellence. When the financial support involves a pledge, the College generally requires at least 20% of the total pledge up front. In the event that a pledge is fully or partially unpaid, the College reserves the right to rescind the naming recognition and is under no obligation to return any of the partially paid funds.

B. Naming in Recognition of Distinguished Service

For naming recognition to honor extraordinary, distinguished service, the individual is expected to be associated with the College as a former employee, former student, former trustee or other individual who has made a significant service contribution to the College. It will be the general practice that a period of not less than three years will lapse between the end of the individual's service to the College and consideration for a distinguished service naming recognition.

Nomination Procedure for Facilities Naming:

1. **Nomination** – Recommendations for the naming of a Facility are to be submitted to the Office of Institutional Advancement using the Nomination for Facilities Naming form. Nominations submitted for consideration must be accompanied by supporting documentation to provide background on the nominee and his/her history, if any, with the College.
2. **Appointment of Committee** – Upon determination by the President that review of the nomination would be in the best interest of the College, the Board chair will

be notified and a Facilities Naming Committee will be appointed, as needed, to evaluate the nomination. The Facilities Naming Committee will consist of:

- Two members of the JCCC Board of Trustees (typically one member will be the chair of the Management Committee or the Board treasurer);
- Two directors and/or members of the JCCC Foundation Board;
- One member of the JCCC Faculty Association;
- One member of the JCCC Student Senate;
- One administrative employee; and
- Any other appointees deemed appropriate by President

3. **Informational Report Submitted to Committee** – The Office of Institutional Advancement will provide a report to the Facilities Naming Committee on the risks and benefits associated with the potential naming of the Facility. This report should include:

   - The perspectives of the College administration and other members of the community;
   - Due diligence conducted, including any background or reference checks related to the nominee(s);
   - Independent valuation and appraisals, if applicable, of any non-cash financial support in connection with the naming recognition (i.e. gifts, art, land, stock, etc.); and
   - Information on the costs related to the implementation and maintenance of the Facility and signage, along with potential sources of funding to cover these costs.

4. **Evaluation of Nomination** – The Facilities Naming Committee will review the report and meet to discuss the merits of the naming recognition opportunity. In addition to eligibility requirements set forth in the Policy and these Procedures, the Committee should carefully consider the credentials, character and reputation of the nominee(s) and the value to the College when compared to similar naming recognition arrangements.

   - If the Committee intends to move forward with a recommendation, the nominee or his/her representative will be notified of the potential naming recognition and a written agreement or conditions statement will be prepared and negotiated by the Office of Institutional Advancement which will include the specific terms and conditions of the naming recognition.
   - If the Committee decides not to move forward with the nomination, the process ends and the President will notify the Board of the Committee's decision.

5. **Recommendation to the Board** – If the Committee decides to move forward with the nomination, the recommendation will be submitted to the Board for consideration.

6. **Approval by the Board** – A naming recognition will be considered approved upon an affirmative vote of no less than five members of the Board. The decision of the Board will constitute final action on the recommendation.

Publication of Naming Recognition:

No public communication of a proposed name will be made until the name is presented to the Board for consideration.

If agreed upon by the College and the donor, the amount of a donor's gift may be maintained as a confidential matter between the donor and the College to the extent allowed by Kansas law.

As determined appropriate, the College will publish the names of the donors in College publications.

Signage used for the naming recognition shall be determined by the College.

Exceptions:

Exceptions to this Operating Procedure may be approved by the President or his/her designees.

Signature on File in Policy Office
President

Date of Adoption:
Revised: 06/17/2009; 08/18/2016

Facilities Naming Committee

June 30, 2020

Board of Trustees Representative	Greg Musil
Board of Trustees Representative	Nancy Ingram
Executive Vice President, JCCC	Dr. Randy Weber
President, JCCC Foundation	Suze Parker
JCCC Foundation Director	Sean Khurana
Faculty Association Representative	Diane Davis
Student Senate Representative	Sailor Usher
Administrative Appointee of the President	Tom Clayton
Ex-Officio Member (Non-voting)	Emily Behrmann
Committee Facilitator (Non-voting)	Kate Allen

Facilities Naming History

Facility	Named	Year
Cultural Education Center	Carlsen Center	1999
Education Media Center (EMC)	Billington Library	2000
GEB 137	Hugh W. Speer Board Room	2001
Visitors' Center	Virginia Krebs Community Room	2001
Life Fitness Center	Barbara Gill Lifetime Fitness Center	2001
Hospitality Management Dining Room	Jerry Vincent Hospitality Suite (until space was renovated in 2013)	2001
Large Theater, Carlsen Center	Yardley Hall	2001
Children's Center	Hiersteiner Child Development Center	2002
Observatory	Paul Tebbe Observatory	2003
New Technology Complex	Regnier Center	2003
New Art Museum	Nerman Museum of Contemporary Art	2003
Auditorium, Nerman Museum	M.R. and Evelyn Hudson Auditorium	2004
New Media Gallery, Nerman Museum	Oppenheimer New Media Gallery	2004
Small Theatre, Carlsen Center	Polsky Theatre	2004
GEB 233	Ben and Evadean Craig Community Auditorium	2004
Museum Conference Room	Lichtor Conference Room	2004
Focus Gallery, Nerman Museum	McCaffree Gallery	2004
Conference Center Lobby, Regnier Center	Shull Foyer	2004
Regional Artist Gallery/Nerman Museum	Barton P. Cohen and Mary D. Cohen Gallery	2005
Classrooms/Nerman Museum	Tearney Art Education Center	2005
Nerman Lawn	Jerry and Margaret Nerman Sculpture Garden (Naming rescinded due to lack of payment)	2005
Regnier Center First Floor Conference Room	Harvey S. and Beverly R. Bodker Executive Conference Room	2005
Temporary Exhibition Gallery (2200 sf)	H. Tony and Marti Oppenheimer Gallery	2006
Kansas Room	Robert Lytle Room	2006
Conference Center, Regnier Center	Capitol Federal Conference Center	2007
Scheduling Suite, Regnier Center	Ad Astra Scheduling Suite	2007
Permanent Collection Gallery, Nerman Museum	Irma Starr Gallery	2007
Large Permanent Collection Gallery, Nerman Museum	Ewing M. Kauffman Foundation Gallery	2007
Museum Lobby, Nerman Museum	Richard and Jeanne Galamba Lobby	2007
Foyer, Nerman Museum	James Biffar Foyer	2008

Temporary Exhibition Gallery (1100 sf), Nerman Museum	Dean E. Thompson Gallery	2008
Black Box Theatre, Carlsen Center	Bodker Black Box Theatre	2010
Nerman Museum Lawn	Oppenheimer Sculpture Park	2011
Culinary Theater, HCA Room 145	The Wysong Family Culinary Theater	2012
Library, HCA 103-P	The Maron J. Moore Hospitality Library	2012
Dining Room, HCA 150	The Regnier Family Dining Room	2012
Garde Manger Culinary Lab, HCA 146	The Ball Family Garde Manger Culinary Lab	2012
Hospitality and Culinary Academy	Wylie Hospitality and Culinary Academy	2016
Career and Technical Education Center	Hugh L. Libby Career and Technical Education Center	2019

Facilities Naming History

Facility	Named	Year	Gift Amount	Square feet	$/sf
Cultural Education Center	Carlsen Center	1999	Service	163,000	$0
Education Media Center (EMC)	Billington Library	2000	Service	94,000	$0
Visitors' Center	Virginia Krebs Community Room	2001	Service	1,000	$0
Life Fitness Center	Barbara Gill Lifetime Fitness Center	2001	Service	20,000	$0
Hospitality Management Dining Room	Jerry Vincent Hospitality Suite	2001	Service	2,000*	$0
Large Theatre, Carlsen Center	Yardley Hall	2001	$1,000,000*	7,883	$126.86
Children's Center	Hiersteiner Child Development Center (expansion)	2002	$364,000	3,600	$101.11
Observatory	Paul Tebbe Observatory	2003	Service	1,000*	$0
New Technology Complex	Regnier Center for Technology and Business	2003	$5 million	160,000	$31.25
New Art Museum	Nerman Museum of Contemporary Art	2003	$1.5 million	38,000	$39.47
Auditorium, Nerman Museum	M.R. and Evelyn Hudson Auditorium	2004	$500,000	3,800	$131.57
New Media Gallery, Nerman Museum	Oppenheimer New Media Gallery	2004	$350,000	850	$411.76
Theatre, Carlsen Center	Polsky Theatre	2004	$1 million	4,000	$250.00
GEB 233	Ben and Evadean Craig Community Auditorium	2004	Service	1,500*	$0
Museum Conference Room	Lichtor Conference Room	2004	$30,000	100	$300.00
Focus Gallery, Nerman Museum	McCaffree Gallery	2004	$50,000	300	$166.67
Conference Center Lobby, Regnier Center	Shull Foyer	2004	$100,000	200	$500.00
Regional Artist Gallery/Nerman Museum	Barton P. Cohen and Mary D. Cohen Gallery	2005	$125,000	1,000	$125.00
Classrooms/Nerman Museum	Tearney Art Education Center	2005	$50,000	1,500	$33.33
Executive Classroom	Harvey R. and Beverly S. Bodker Executive Conference Room	2005	$15,000	400	$37.50
Front lawn, Nerman Museum (rescinded)	Jerome and Margaret Nerman Sculpture Garden	2005	$100,000	300	$333.33
Large Temporary Exhibition Gallery,	H. Tony and Marti Oppenheimer Gallery Nerman Museum	2007	$250,000	2,200	$113.64
Kansas Room	Robert (Bob) Lytle	2007	Service	1,250	$0
Scheduling Suite (Regnier Center)	Ad Astra Scheduling Suite	2007	In-kind	---	---
Conference Center (Regnier Center)	Capitol Federal Savings	2007	$500,000	5,000	$100.00
Permanent Collection Gallery, Nerman	Irma Starr	2007	$100,000	900	$111.11
Permanent Collection Gallery (large), Nerman	Ewing Marion Kauffman Foundation	2007	$250,000	1,900	$131.58
Lobby, Nerman Museum	Richard and Jeanne Galamba	2007	$150,000	800	$187.50
Foyer, Nerman Museum	James Biffar	2008	$50,000	288	$173.61
Temporary Exhibition Gallery, Nerman	Dean E. Thompson	2008	$132,000	1,100	$120.00
Black Box Theatre, Carlsen Center	Bodker Black Box Theatre	2010	$100,000	2,050	$25.00
Front Lawn, Nerman Museum	Oppenheimer Sculpture Park	2011	$100,000	30,000	$3.33
Culinary Theater, HCA	Wysong Family Culinary Theater	2012	$750,000	1,651	$454.27
Library, HCA	The Maron J. Moore Hospitality Library	2012	$500,000	285	$1,754.39
Dining Room, HCA	The Regnier Family Dining Room	2012	$200,000	1,471	$135.96
Garde Manger Culinary Lab, HCA	The Ball Family Garde Manger Culinary La b	2012	$200,000	1,670	$119.76
Nerman Museum Gallery, Room 202	The Lieberman Gallery	2013	Honorary	1,200	$0
Hospitality and Culinary Academy	Wylie Hospitality and Culinary Academy	2016	$1,000,000	36,000	$27.78
Career and Technical Education Center	Hugh L. Libby Career and Technical Education Center	2019	$3,000,000	69,000*	$43.48

* Approximate

JOHNSON COUNTY COMMUNITY COLLEGE

NOMINATION
FOR
FACILITIES NAMING

Application for Consideration

Johnson County Community College Foundation
12345 College Boulevard
Overland Park, KS 66210-1299

913.469.3835

Nomination for Facilities Naming
at
Johnson County Community College

General Instructions

1. Completed nominations forms must be received in the JCCC Foundation office to be considered by the Facilities Naming Committee.

2. All submitted forms will be kept by the JCCC Foundation office.

Background Information

Application Date: June 8, 2020

Application Received Date: June 26, 2020

Name of Nominees: Brad and Libby Bergman

Suggested Facility for Naming: Carlsen Center to Midwest Trust Center

Nomination submitted by: Kate Allen

Signature: Kate Allen

Home telephone: 913-515-3627

Work telephone: 913-469-2712

Relationship to nominee: Facilities Naming Committee Facilitator

Page 2 Nominee: Brad and Libby Bergman/Midwest Trust

Present career status of nominee:

Brad is the CEO and Chairman of Midwest Trust; Libby is a homemaker/volunteer (not employed)

Professional accomplishments of nominee:

Brad established Midwest Trust in 1993. It has grown and merged with other financial companies such as FCI Advisors, Inc., Midwest Trust of Missouri, and Investors Independent Trust Company of Boulder, Colorado.

Nominee's memberships in organizations and respective accomplishments (professional, civic, etc.):

See attached

Honors, awards and achievements of nominee including, but not limited to, those received from JCCC:

See attached

History of nominee's affiliation with and/or distinctive service to JCCC:

Brad is a JCCC Foundation Past President and is a current member of the JCCC Foundation Board; Major donors for sustainability initiatives, the Wylie Hospitality and Culinary Academy, Hiersteiner Child Development Center scholarships, and general student scholarships.

Signature(s) of Endorsement:

_____ _____

JCCC Board of Trustees Member **Date**

_____ _____

JCCC Foundation Board Member **Date**

_____ _____

JCCC Foundation Board Member **Date**

Overview of Bergman Community and Charitable Involvement

Brad and Libby Co-Chair:

- Leukemia Society Ball
- Wayside Waifs Furball
- National WWI Museum and Memorial - Night at the Tower
- Johnson County Community College - Some Enchanted Evening

Libby Bergman Activities:

- Congregational Care Ministry at United Methodist Church of the Resurrection
- Lead to Read Volunteer in urban schools
- Organized backpack programs for urban schools

Brad Bergman Activities:

- B.E.S.T. Committee for Blue Valley Schools
- Co-Chaired 4 bond drives for Blue Valley Schools
- Original Trustee for O.P. Foundation for Arboretum & Deanna Rose and the Arts
- Member Business Council, Nelson Atkins Museum
- Trustee of National WWI Museum and Memorial
- Chaired Children's Mercy Hospital Planned Giving Society
- Served on the Streamways Commission
- Member of The Nature Conservancy
- Served on South Metro Connector Committee
- Past Secretary/Treasurer Overland Park Rotary and Celebration in the Woods
- Operates Camp Timberlake as a free public amenity for Scouts, Charities and Civic Organizations
- Chaired the Kansas City Federal Estate Planning Symposium
- Menorah Medical Center Foundation Board
- Johnson County Community College Foundation – Past Board President
- Supports dozens of local charities either personally or through affiliated Foundations

Background Check Overview

- Litigation review results by JCCC Legal Department (Pacer software)
    - United States District Court for Kansas
    - United States District Court for Western District of Missouri
    - Kansas State Courts
    - Missouri State Courts

- Articles of Incorporation from Kansas Secretary of State

- First page of results showing filed documents with Kansas Secretary of State database – all reviewed by JCCC Legal

- Media article from Biz West magazine on Midwest Trust's acquisition of Boulder investment firm in 2016

- 2018 Annual Registration Report with Missouri Secretary of State of Midwest Trust Company of Missouri

- 2018 Certificate of Merger with Midwest Trust of Missouri from Kansas and Issue of Charter by Missouri

- Validated licensure from Kansas State Bank Commissioner (Trust is licensed through FCI Advisors, Inc. – Midwest Trust does not have a separate license)

- *Dun & Bradstreet Business Information Report Snapshot purchased and reviewed for June 2020. No findings. Report available upon request.*

- *Individual background checks performed in June 2020 on both Bradley and Elizabeth Bergman through Validity Screening Solutions. No findings. Reports available upon request.*

Additional Information and Disclosures

Midwest Trust is the fund manager for the JCCC Foundation. This relationship is reviewed quarterly by the Foundation Investment Committee and annually assessed for renewal. Additional documentation about the Foundation Investment Committee is included in this packet. The Committee has historically been comprised of prominent members of the Johnson County and Kansas City metropolitan financial community.

Midwest Trust manages personal investments for numerous individuals and companies in the region. Mr. Bergman disclosed that Midwest Trust and its affiliated company, FCI Advisors, may manage personal investments of members of the JCCC administration and Foundation, including members of the Facilities Naming Committee. If any member of the Committee, or their immediate family, has a relationship with Midwest Trust or FCI Advisors, please disclose that relationship at the meeting.

Multiple clients have listed Mr. Bergman personally as a trustee or co-trustee to determine charitable disbursement from their trust. In this role, Mr. Bergman facilitated a $2 million gift from the Jack F. and Glenna Y. Wylie Foundation for the naming of JCCC's Hospitality and Culinary Academy.

Mr. and Mrs. Bergman have been consistent donors of time, energy and money to programs and projects at JCCC. Total giving to date is estimated at approximately $300,000.

JCCC Foundation
Investment Committee Roster
July 1, 2019 – June 30, 2020

Committee Members	Professional Affiliation	Title
Jeff Alpert, Chairman	The Alpert Companies, LP	Managing Partner
Bryan Biggs	Central Bank of the Midwest	Retired
Tom Carrico	Gill Studios	Retired
Don Forsythe	Sprint	Retired
Todd Gafney	Commerce Bank	Senior Vice President
Frank Kirk	Merrill Lynch Pierce Fenner & Smith	Vice President
George Semb	University of Kansas	Retired
Tom Van Dyke	Bryan Cave Leighton Paisner LLP	Partner
Lori Tinkler	NBRC	Chief Executive Office

Midwest Trust/FCI Advisors Contacts

Brian Perott, CFA	Senior Vice President, Managing Director, Head of Asset Allocation	913-663-0611
Gary Cloud, CFA	Senior Vice President, Co-Chief Investment Officer, Fixed Income	913-663-0606
Stewart Berkley, CFA	Senior Vice President, Portfolio Manager, Chief Wealth Strategist, Wealth Planning Group	913-663-0612
Carrie Jones	Vice President, Trust Officer	913-319-0310

JCCC Foundation Staff Liaisons

Jo Ann Konecny	JCCC Foundation	Foundation Accountant
Rob M. Wyrick	JCCC Foundation	Director, Foundation

JCCC Foundation Investment Committee
Investment Manager Annual Review - Midwest Trust / FCI
Most Recent Fiscal Year

In accordance with the current JCCC Foundation Investment Policy, an *Annual Review* of the fund manager will be based on the following criteria:

1) Portfolio Performance compared to established measuring standards
2) Ability to accommodate day to day support of the Foundation
3) Communication with Foundation staff and Investment Committee
4) Management fees

Overall the committee feels -

1. Portfolio Performance as of final day of last fiscal year:

2. Day-to-day support:

3. Communication:

4. Management Fees:

Midwest Trust fees have remained steady at an annual administration fee of one quarter of one percent of assets.

JCCC Foundation
Investment Committee Overview

The office of Treasurer of the JCCC Foundation Executive Board will chair the Investment Committee, provide Executive Board reports related to the Foundation investments and present any issues or concerns related to the financial matters of the JCCC Foundation.

Investment Committee Chairman

Run Quarterly meetings of the Investment Committee.

Investment Committee Responsibilities:

- To monitor the management of the Foundation's short and long-term investment portfolios
- To recommend financial guidelines / investment and spending policies to the Executive Board
- To report to the executive board any financial irregularities, concerns, opportunities
- To recommend selection of the investment manager and conduct annual review

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

July 16, 2020

CASH DISBURSEMENT SUMMARY

REPORT:

This Cash Disbursement Summary Report includes the weekly totals for accounts payable, tuition refunds, and financial aid disbursements. Supplement A to the July 16, 2020 Board Packet includes the detailed individual disbursement information.

Date	Control Number		Amount
Accounts Payable Disbursements			
06/05/20	00698723-00698983	AP	$ 277,359.16
06/05/20	!0038823-!0038931	ACH	115,696.38
06/12/20	00698984-00699062	AP	867,524.77
06/12/20	!0038932-!0038957	ACH	82,961.19
06/15/20	!0038958	P-Card Wire	208,770.85
06/19/20	00699063-00699168	AP	1,820,941.76
06/19/20	!0038959-!0038978	ACH	1,190,763.64
06/26/20	00699169-00699363	AP	695,467.22
06/26/20	!0038979-!0039004	ACH	220,154.13
			$ 5,479,639.10
Tuition Refunds and Financial Aid Disbursements			
06/05/20	10176464-10176562		42,818.58
06/12/20	10176563-10176592		10,468.46
06/19/20	10176593-10176807		134,686.78
06/26/20	10176808-10176911		60,025.68
06/01/20-06/30/20	Refund ACH		824,623.48
			$ 1,072,622.98
Total Cash Disbursements			$ 6,552,262.08

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 $ 6,552,262.08.

Rachel Lierz
Associate Vice President
Financial Services/CFO

Randy Weber
Interim Executive Vice President
Finance and Administrative Services;
Vice President Student Success & Engagement

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

July 16, 2020

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grants have been approved for funding.

1. Carl Perkins Program Improvement Grant FY21
   Funding Agency: U.S. Department of Education / Kansas Board of Regents
   Purpose: To develop more fully the academic, career and technical skills of students enrolled in career and technical education programs.
   Duration: July 1, 2020 – June 30, 2021
   Grant Administrator: Shelia Mauppin
   Amount Funded: $341,032.00
   JCCC Match: -0-
   Applicant: JCCC

2. Kansas Nursing Initiative Grant FY 21
   Funding Agency: Kansas Board of Regents
   Purpose: To support the cost of simulation training, faculty professional development, curriculum development and purchase of one new Gaumard Manikin for the Healthcare Simulation Center.
   Duration: July 1, 2020 – June 30, 2021
   Grant Administrator: Karen LaMartina
   Amount Funded: $73,142.00
   JCCC Match: $73,141.50 ($30,311.25 cash; $42,830.25 In-kind)
   Applicant: JCCC

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

1. IMLS CARES Act Grants for Museums and Libraries
   Funding Agency: Institute for Museum and Library Services
   Purpose: To support the development of Open Educational Resources through 33 mini-grants awarded to faculty at higher education institutions across Kansas.

The Project Director will coordinate this statewide call for proposal with the Kansas Board of Regents OER Steering Committee.
Duration: September 1, 2020 – August 31, 2022
Grant Administrator: Barry Bailey
Amount Requested: $210,992.57
JCCC Match: -0-
Applicant: JCCC

2. Small Business Development Center – SBA CARES Act funding
   Funding Agency: Small Business Administration
   Purpose: To provide small business consulting and training to existing small business owners.
   Duration: April 1, 2020 – December 31, 2020
   Grant Administrator: Jessica Johnson
   Amount Requested: $57,342.00
   JCCC Match: - 0 -
   Applicant: Kansas Small Business Development Center Lead Center – Fort Hays State University

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.

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

Andrew W. Bowne
President

AFFILIATION, ARTICULATION AND REVERSE TRANSFER, COOPERATIVE AND OTHER AGREEMENTS

REPORT:

The following agreements are intended to establish contractual relationships between JCCC and other organizations but are not processed by the procurement department and/or do not involve a payment by JCCC. They are categorized below as either Affiliation Agreements, Articulation and Reverse Transfer Agreements, Cooperative Agreements, or Other Agreements.

OTHER AGREEMENTS

(Other contractual relationships that do not involve a payment and/or are not processed by the procurement department)

Organization/ Individual	**Program(s)**	**Credit/CE**	**New/Renewal and Term**	**Financial Impact/Additional Information**
BNSF Railway Company			Third Amendment to Educational Operating Contracts, originally enacted 12/01/1986, with the current term scheduled to terminate on 07/31/2021, with three 5-year terms remaining	Agreement amends Educational Operating Contracts to document BNSF's monetary contribution to the College's capital improvement to WCMT and for their use of exterior College space
BNSF Railway Company	National Academy of Railroad Sciences (NARS)	Credit	Second Amendment to Statement of Work (SOW) No. 2, dated April 1, 2015, to the NARS Master Training Services Agreement. SOW No. 2 runs in one-year terms with automatic renewal.	Agreement amends SOW No. 2 to create a schedule to allow for reconciliation of BNSF's estimated fees for the Railroad Welding and Railroad Electronics instructors and the actual fees for such instructors.

RECOMMENDATION:
It is the recommendation of the College administration that the Board of Trustees authorize the College to enter into agreements as set forth above.

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

Randy Weber
Interim Executive Vice President
Finance and Administrative Services;
Vice President Student Success &
Engagement

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

July 16, 2020

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Karen Langtry and Toby Klinger are retiring from the college. They have requested that in lieu of a retirement gift, the $150 designated for this gift be donated to the JCCC Foundation student scholarship fund. Ms. Langtry's funds will go to the Sustainable Agriculture Scholarship, and Mr. Klinger's funds will go to the Joe and Stacy Sopcich Endowment.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees authorize the transfer of $300 from the general fund to the JCCC Foundation student scholarship fund in honor of Karen Langtry and Toby Klinger.

Rachel Lierz
Associate Vice President, Financial Services

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

July 16, 2020

HUMAN RESOURCES

1. Retirement

   RENEE KYLES (KPERS), Coordinator Marketing, Performing Arts, Institutional Advancement & Government Affairs, effective December 31, 2020.

   RECOMMENDATION:

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

2. Separations

   RENEE PORTMANN, Director, Respiratory Care and Neurodiagnostic Technology, Healthcare, Public Safety & Wellness Division, Academic Affairs, effective July 6, 2020.

   SEAN DALEY, Professor Anthropology, Arts & Design, Humanities, & Social Sciences Division, Academic Affairs, effective July 31, 2020.

   RECOMMENDATION:

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

3. Employment – Regular

   LINDA JESTER, Supervisor Kitchen HCDC, Hiersteiner Child Development Center, Student Success, effective July 6, 2020 at $25.29 per hour.

   STEVAN BENNETT, Assistant Professor Construction, Industrial Technology Division, Academic Affairs, effective August 16, 2020 at $70,432 for a nine-month contract.

MALLORY MITCHELL, Program Director Early College Con Enrollment, Career & Technical Education Transitions, Academic Affairs, effective July 27, 2020 at an annual salary of $75,634.

ELLEN CLICKNER, Interim Program Coordinator, Continuing Education, Continuing Education and Organizational Development, effective July 1, 2020 at an annual salary of $56,132.

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
John Dickerson	Tutor – AAC	07/01/20 - 06/30/21	14.28/hour
Hannah McFarland	Sustainability Intern	07/01/20 - 06/30/21	11.80/hour
Alex Valverde	Senior Tutor – AAC	07/01/20 - 06/30/21	20.30/hour
Yashi Poindexter	Specialist Deaf Education	06/29/20 - 06/30/21	21.07/hour
Rebecca Risler	Administrative Assistant NIFA Grant	06/24/20 - 06/30/21	13.86/hour
Jackson Schultz	Dining Services Assistant - Catering/Café Tempo	08/15/20 - 06/30/21	11.46/hour
Nicole Jones	Sustainable Agriculture Intern	07/01/20 - 06/30/21	11.46/hour
Elizabeth Ingala[a]	Tech Support Analyst - Temporary additional Duties	03/16/20 - 12/31/21	142.38/month

Kaitlin Krumsick	Coordinator Tutors Academic Achievement Center - Temporary additional duties	06/08/20 - 06/30/20	175.00/month
Allison Smith[a]	NEH grant, Summer stipend	06/01/20 - 07/31/20	3,462.00/total
Pamela Rooks	Instructor, Arts & Design, Humanities & Soc. Sci.	08/24/20 - 07/30/21	1,094.00/cr.hr.
Nicole Perry	"	"	1,134.00/cr.hr.
Lilly McElroy	"	"	1,114.00/cr.hr.
John Crane	"	"	1,134.00/cr.hr.
Silvia Cooper	ACFL Training Phase 3	06/04/20 - 06/04/20	100.00/total
James Hillen	"	"	100.00/total
Eugenio Gonzalez	"	"	100.00/total
Perrin Blackman	Canceled Class Stipend Class materials	06/09/20 - 06/09/20	100.00/total
Christopher Devictor	"	"	100.00/total
Eugenio Gonzalez	"	"	100.00/total
James Hillen	"	"	100.00/total
Jeri Lowe-Howell	"	"	100.00/total
Ella Lychnikova	"	"	100.00/total
Holly Milkowart[a]	"	"	100.00/total
Emily Nguyen	"	"	100.00/total
Helene Perriguey-Keene	"	"	100.00/total
Matthew Schmeer[a]	"	"	100.00/total
Arron Small	"	"	100.00/total
Ashley Walker	"	"	100.00/total
Ashely Walker	Course by Arrangement Instruction, English	06/08/20 - 07/30/20	100.00/st.cr.hr.
Max Woodring	Instr., Communications	08/24/20 - 07/30/21	1,094.00/cr.hr.
Kathy Carver	Special Project, Best Practices Virtual Clinical Instruction, HPSW	06/01/20 - 08/14/20	2,456.40/total
Colleen Duggan[a]	"	"	2,456.40/total
Susie Gibbar[a]	"	"	2,456.40/total

Nanette LaNier[a]	"	"	2,456.40/total
John McNally[a]	"	"	2,456.40/total
Rochelle Quinn[a]	"	"	2,456.40/total
Mindy Ritter[a]	"	"	2,456.40/total
Ed Ronnebaum	"	"	2,456.40/total
Heather Schull[a]	"	"	2,456.40/total
Angela Sears[a]	"	"	2,456.40/total
Lori Shank[a]	"	"	2,456.40/total
William Blackwell	CPAT Instructor, Cont. Ed	07/01/20 - 06/30/21	21.00/hour
Tyler Bloom	"	"	21.00/hour
Chris Micheal Budenz	"	"	21.00/hour
Charles Francis Cashen	"	"	21.00/hour
Kyle Dean Cochran	"	"	21.00/hour
Brendon R Crain	"	"	21.00/hour
Richard Matthew Dupin	"	"	21.00/hour
Rob Fleeup	"	"	21.00/hour
Mickel Ryan Foster	"	"	21.00/hour
Patrick Daniel Gillcrist	"	"	21.00/hour
Matt Heffernan	"	"	21.00/hour
James C Heideman	"	"	21.00/hour
Else Marie Hull	"	"	21.00/hour
Christopher Kelley	"	"	21.00/hour
Mathew Mahoney	"	"	21.00/hour
David Mellen	"	"	21.00/hour
Jennifer Nelson	"	"	21.00/hour
Patrick Nelson	"	"	21.00/hour
Nancy Thomas[a]	"	"	21.00/hour
Brian J Wells	"	"	21.00/hour
Grant J Wernicke	"	"	21.00/hour
Nancy Thomas[a]	Independent Study, Healthcare, Public Safety & Wellness	08/01/20 - 10/14/20	100.00/st.cr.hr.
Brian Wells	"	"	100.00/st.cr.hr.
Robert Parker	Professor Emeritus Healthcare, Public Safety & Wellness	08/01/20 - 05/23/21	1,406.00/cr.hr.
Augusto Alarico	Instr., Healthcare, Public Safety & Wellness	08/01/20 - 07/31/21	1,171.00/cr.hr.
Debbie Allen	"	"	1,130.00/cr.hr.

Sumya Anani	"	"	1,171.00/cr.hr.
Andrea Beattie-Nelson	"	"	1,171.00/cr.hr.
Michael Bloemker	"	"	1,217.00/cr.hr.
Deborah Bowers	"	"	1,171.00/cr.hr.
Rich Brandl	"	"	1,217.00/cr.hr.
Sam Brethauer	"	"	1,217.00/cr.hr.
Susan Brown	"	"	1,217.00/cr.hr.
Dave Burgess	"	"	1,262.00/cr.hr.
David Canary	"	"	1,217.00/cr.hr.
Deborah Carrier[a]	"	"	1,232.00/cr.hr.
Parri Christie[a]	"	"	1,180.00/cr.hr.
Brendon Crain	"	"	1,086.00/cr.hr.
Marissa Danenberg-Jones	"	"	1,086.00/cr.hr.
Ruth Dey	"	"	1,217.00/cr.hr.
James Dir	"	"	1,050.00/cr.hr.
Ben Edwinson[a]	"	"	1,217.00/cr.hr.
Cindy Foster	"	"	1,130.00/cr.hr.
Ryan Foster	"	"	1,050.00/cr.hr.
Adiel Garcia	"	"	1,130.00/cr.hr.
Jay Hall	"	"	1,130.00/cr.hr.
Tim Hall	"	"	1,171.00/cr.hr.
James Heideman	"	"	1,050.00/cr.hr.
Joseph Heininger	"	"	1,130.00/cr.hr.
Sean Kono	"	"	1,199.00/cr.hr.
Wendy Louque	"	"	1,217.00/cr.hr.
Lori Mallory[a]	"	"	1,217.00/cr.hr.
Angela Nosworthy	"	"	1,217.00/cr.hr.
Rachel Olsen	"	"	1,262.00/cr.hr.
Tammy Osborn	"	"	1,086.00/cr.hr.
Jason Parker	"	"	1,171.00/cr.hr.
Denise Phillips	"	"	1,171.00/cr.hr.
Tina Pulley	"	"	1,130.00/cr.hr.
William Ratliff	"	"	1,130.00/cr.hr.
Brent Smith	"	"	1,130.00/cr.hr.
Joe Stellwagon	"	"	1,086.00/cr.hr.
Jill Stinson[a]	"	"	1,217.00/cr.hr.
Stephanie Summers	"	"	1,217.00/cr.hr.
Nancy Thomas[a]	"	"	1,226.00/cr.hr.
Lisa Waisner	"	"	1,217.00/cr.hr.
Burt Walker	"	"	1,232.00/cr.hr.
Joe Weis[a]	"	"	1,217.00/cr.hr.
Brian Wells	"	"	1,130.00/cr.hr.
Beth West[a]	"	"	1,130.00/cr.hr.
Dina Wilson	"	"	1,232.00/cr.hr.

Ray Wright	"	"	1,171.00/cr.hr.
Wendy Zickefoose	"	"	1,171.00/cr.hr.
Nancy Aks	Instr., Healthcare, Public Safety & Wellness	08/01/20 - 07/31/21	40.94/hour
Erika Allenbrand	"	"	40.94/hour
Laura Anderson	"	"	40.94/hour
Betsy Armbrister	"	"	40.94/hour
Peggy Barlett[a]	"	"	40.94/hour
Nathan Boles	"	"	58.00/hour
Kimberly Bond	"	"	40.94/hour
Dionne Brown	"	"	40.94/hour
Kathy Carver	"	"	40.94/hour
Joey Colaizzi	"	"	40.94/hour
Scott Craig[a]	"	"	40.94/hour
Jessica Dayton	"	"	40.94/hour
Wayne Deines	"	"	40.94/hour
Emily Drake	"	"	58.00/hour
Colleen Duggan[a]	"	"	40.94/hour
Charles Edward	"	"	40.94/hour
Carla Evans-Solano	"	"	58.00/hour
Robert Fenton	"	"	40.94/hour
Debbie Funkhouser	"	"	40.94/hour
Lynn Gallagher	"	"	40.94/hour
Jamie Galaz	"	"	40.94/hour
Kristin Garcia	"	"	40.94/hour
Mike Garrison	"	"	40.94/hour
Susie Gibbar[a]	"	"	40.94/hour
Catherine Glennon	"	"	40.94/hour
Tammy Greathouse[a]	"	"	40.94/hour
Jill Hardy	"	"	40.94/hour
Lora Higginbotham	"	"	40.94/hour
Lawrence Hodes	"	"	58.00/hour
Anne Horst	"	"	40.94/hour
Kim Huff-Caplan	"	"	40.94/hour
Roxanne Jones	"	"	40.94/hour
Kris Kennedy	"	"	40.94/hour
Sara Krumsick	"	"	40.94/hour
Jeremiah Kuria	"	"	40.94/hour
Nanette LaNier[a]	"	"	40.94/hour
Barbara Ludwig	"	"	40.94/hour
Margaret McCanna	"	"	40.94/hour
John McNally[a]	"	"	40.94/hour
Kelle Oestreich[a]	"	"	40.94/hour

Linda Pfeffer	"	"	40.94/hour
Karla Plank	"	"	40.94/hour
Jennifer Plumberg	"	"	40.94/hour
Debby Pockrandt[a]	"	"	40.94/hour
Rochelle Quinn[a]	"	"	40.94/hour
Courtney Ramlow	"	"	40.94/hour
Anthony Randall	"	"	40.94/hour
Julie Randolph	"	"	40.94/hour
Rhonda Rettig	"	"	40.94/hour
Mindy Ritter[a]	"	"	40.94/hour
Ed Ronnebaum	"	"	40.94/hour
Robert Rosevear	"	"	58.00/hour
Julie Russell	"	"	40.94/hour
Bridget Ryan	"	"	40.94/hour
Heather Schull[a]	"	"	40.94/hour
Lou Ann Schrader	"	"	40.94/hour
Angie Sears[a]	"	"	40.94/hour
Lori Shank[a]	"	"	40.94/hour
Jaylene Shelton	"	"	40.94/hour
Tamela Shults[a]	"	"	40.94/hour
Carrin Snook	"	"	40.94/hour
Nicole Staley	"	"	40.94/hour
Lauren Stover	"	"	40.94/hour
Stephanie Summers	"	"	40.94/hour
Kae Talbert	"	"	40.94/hour
James Trotter	"	"	58.00/hour
Candace Vezendan	"	"	40.94/hour
Preet Vraich[a]	"	"	40.94/hour
Judith Waechter	"	"	40.94/hour
Jackie Warring	"	"	40.94/hour
Cindy Wells	"	"	40.94/hour
Julie Welsh	"	"	40.94/hour
Amy Williams	"	"	40.94/hour
Jarrod Williams	"	"	58.00/hour
Krystene Wray	"	"	40.94/hour
Danielle Young	"	"	40.94/hour
Nicole Zinchak	"	"	40.94/hour
Deborah Bowers	Nell Mitchell Lecture Series Healthcare, Public Safety & Wellness	08/01/20 - 07/31/21	55.00/hour
Ruth Dey	"	"	55.00/hour
Tina Pulley	"	"	55.00/hour
Claudia Martin-Ayoade	"	"	55.00/hour

Jane Helzer	Nell Mitchell Student Wellness, Healthcare, Public Safety & Wellness	08/01/20 - 07/31/21	30.00/hour
Angela Nosworthy	"	"	30.00/hour
Kory Watson	"	"	30.00/hour
Jeffery Oden	Instr., Honors Mentor, Honors	06/15/20 - 07/30/20	400.00/total
Allison Smith[a]	"	"	400.00/total
Deborah Williams[a]	"	"	400.00/total
James Byrnes[a]	Spring 2020 Teach-out Industrial Tech., CARES	06/22/20 - 07/30/20	700.00/total
Ray Casey	"	"	1,050.81/total
Hugh Clark[a]	"	"	1,255.87/total
Scott Crompton[a]	"	"	3,291.00/total
Billy Eddy	"	"	1,337.44/total
Scott Gilmore[a]	"	"	2,485.00/total
Howard Hendren[a]	"	"	2,603.16/total
Jack Ireland[a]	"	"	3,841.50/total
JC James[a]	"	"	1,208.06/total
Mark Jones[a]	"	"	3,565.25/total
Ed Keating	"	"	840.00/total
Steve Kruse	"	"	1,119.88/total
Jason Lamping[a]	"	"	4,832.25/total
Tyler Mangels[a]	"	"	989.00/total
John Massey[a]	"	"	2,274.00/total
Aaron Poe	"	"	1,097.00/total
Mike Steinmetz	"	"	1,165.56/total
Jeff Tanking	"	"	1,165.56/total
Dennis MacFarland	"	"	35.00/hr.
Eric Rohleder	Instr., Industrial Technology	08/24/20 - 07/29/21	1,050.00/cr.hr.
Vicki Asner	Instr., Mathematics Mathematics	08/24/20 - 07/29/21	1,217.00/cr.hr.
Ronald Baldwin	"	"	1,232.00/cr.hr.
Shannon Benes	"	"	1,217.00/cr.hr.
Erica Bischoff	"	"	1,130.00/cr.hr.
Marla Byrne	"	"	1,217.00/cr.hr.
Robert Caldwell	"	"	1,217.00/cr.hr.
John Church	"	"	1,217.00/cr.hr.
David Cobb	"	"	1,217.00/cr.hr.

Ryan Colburn	"	"	1,217.00/cr.hr.
Sheryl Cooper	"	"	1,232.00/cr.hr.
Pamela Davis	"	"	1,217.00/cr.hr.
Raymond Dennis	"	"	1,217.00/cr.hr.
Stephen Dickey	"	"	1,217.00/cr.hr.
Elizabeth Erickson	"	"	1,226.00/cr.hr.
LeAnn Fortino	"	"	1,217.00/cr.hr.
James Greenwood	"	"	1,217.00/cr.hr.
Ruchika Gulati	"	"	1,199.00/cr.hr.
Martha Haehl	"	"	1,262.00/cr.hr.
Sandra Hall	"	"	1,226.00/cr.hr.
Stephanie Harris	"	"	1,217.00/cr.hr.
Jeffrey Houghton	"	"	1,232.00/cr.hr.
Saeeda Irfan	"	"	1,217.00/cr.hr.
David Jones	"	"	1,130.00/cr.hr.
Kelley Kempker	"	"	1,217.00/cr.hr.
Amy Lemer	"	"	1,217.00/cr.hr.
Joseph LeRoy	"	"	1,180.00/cr.hr.
Michelle Mages	"	"	1,217.00/cr.hr.
Natalya Malakhova	"	"	1,232.00/cr.hr.
Penny Marsh	"	"	1,217.00/cr.hr.
Madhur Mathur	"	"	1,232.00/cr.hr.
Matthew McCoy	"	"	1,217.00/cr.hr.
Bayli Palmer	"	"	1,180.00/cr.hr.
Traci Putnam	"	"	1,217.00/cr.hr.
Jason Robertson	"	"	1,130.00/cr.hr
Katrina Rothrock	"	"	1,199.00/cr.hr.
Jean Rule	"	"	1,094.00/cr.hr.
Myrajane Sandner	"	"	1,217.00/cr.hr.
Said Shehab	"	"	1,262.00/cr.hr.
Catherine Sutherlin	"	"	1,217.00/cr.hr.
Zouhair Tamsamani	"	"	1,262.00/cr.hr.
Mira Thomas	"	"	1,217.00/cr.hr.
Christine Tomlin	"	"	1,217.00/cr.hr.
Lori Voss-Schoonover	"	"	1,217.00/cr.hr.
Frances Wainwright	"	"	1,232.00/cr.hr.
Elizabeth Westermayer	"	"	1,130.00/cr.hr.
Donna White	"	"	1,217.00/cr.hr.
Linda Whitford	"	"	1,232.00/cr.hr.
Lynn Williams	"	"	1,130.00/cr.hr.
Margaret Worthy	"	"	1,217.00/cr.hr.
Felix VanLeeuwen	Professor Emeritus, Mathematics	08/24/20 - 05/17/21	1,478.00/cr.hr.

Joni Dugan	Substitute Instr. Mathematics	08/24/20 - 07/29/21	35.00/cr.hr.
Mark Hills	"	"	35.00/cr.hr.
Donna Krichiver	"	"	35.00/cr.hr.
Mary Rack	"	"	35.00/cr.hr.
James Walsh	"	"	35.00/cr.hr.
Kitz Siebert[a]	Special Project, Mathematics Division	05/27/20 - 06/08/20	1,182.00/total
Jennifer Boutte	Instr., Science	08/24/20 - 07/30/21	1,217.00/cr.hr.
Juston Weems	"	"	1,262.00/cr.hr.
Pauline Blair	Instructor, Nerman Museum	07/08/20 - 06/30/21	100.00/session
Liza Davis	"	"	100.00/session
Lindsey Glass	"	"	100.00/session
Chelsea Buchanan	"	"	100.00/session
Wendy Ping	"	"	100.00/session
Cynthia Lofquist	"	"	100.00/session
Emily Bennett	Instructor, CLEAR Program	08/15/20 - 12/05/20	33.00/hour
Debbie Bergmann	"	"	34.00/hour
Gayla Berry	"	"	34.00/hour
Jacque Bogdan	"	"	34.00/hour
Jordan Bogdan[a]	"	"	30.00/hour
Julie Copenhaver	"	"	34.00/hour
Connie Davidson	"	"	34.00/hour
Sharon Depperschmidt	"	"	34.00/hour
Karen Dionne	"	"	34.00/hour
Carol Glenski	"	"	34.00/hour
Ann Hauser	"	"	34.00/hour
Gina Malashock	"	"	34.00/hour
Maggie McKinley	"	"	31.00/hour
Mary Pearson	"	"	33.00/hour
Elizabeth Stephens	"	"	34.00/hour
John Todd	"	"	34.00/hour
Janet Woodward	"	"	34.00/hour
Jane Wynne	"	"	34.00/hour
Autumn Dupree	Interns, CLEAR VTP	08/01/20 - 12/05/20	7.77/hour

Xavier Goodlow	"	"	7.77/hour
Halie Strickler	"	"	7.77/hour
Drew Wallace	"	"	7.77/hour
Janine Frechette	Volunteer JCAE	07/01/20 - 06/30/21	non-remunerated
Gerry Palazzolo	"	"	"
Joe Weaver	"	"	"
Norma Rooney	Volunteer Nerman	07/01/20 - 06/30/21	non-remunerated
Sandra Kruse Smith	"	"	"
Sharyl Wright	"	"	"
Sumya Anani	Volunteer Athletics	07/01/20 - 06/30/21	non-remunerated
Jessica Andersen	"	"	"
Stephanie Bruggeman	"	"	"
Payton Chohon	"	"	"
Henry Claytor	"	"	"
Grace Conrad	"	"	"
Darren Dutterer	"	"	"
Brody Fuentes	"	"	"
Derek Howard	"	"	"
Debbie Jeffers	"	"	"
Malik Kalimullah-Jackson	"	"	"
Jonathon Lovercamp	"	"	"
Anthony Miller	"	"	"
Jordan Morrison	"	"	"
Darren Nellor	"	"	"
Mackenzie Robertson	"	"	"
Doug Schakel	"	"	"
Jackie Shirley	"	"	"
Liz Smith	"	"	"
Suzanne Stange	"	"	"
Lindsay Stewart	"	"	"
Jacqueline Swab	"	"	"
Nicole Wampler	"	"	"
Luella Buxton	Volunteer CLEAR	07/01/20 - 06/30/21	non-remunerated
Magda Carlos	"	"	"
Charles Kennedy	"	"	"
Beth Reichmeier	"	"	"

Anna Torres	"	"	"
John Williams	"	"	"
Amanda Anderson	Volunteer Computer Science	07/01/20 - 06/30/21	non-remunerated
Lindsay Brechler	"	"	"
Carly Pennock	"	"	"
Ariadne Spes	"	"	"
Archana Srivastava	"	"	"
Abbey Trotta	"	"	"
Veenapani Veena	"	"	"
Pam Johnson	Volunteer Continuing Education	07/01/20- 06/30/21	non-remunerated
Tabi Secor	Volunteer Debate	07/01/20 - 06/30/21	non-remunerated
Jill Kelley	Volunteer Greenhouse	07/01/20 - 06/30/21	non-remunerated
Dana Sams	"	"	"
Sally Young	"	"	"
Mike Hursey	Volunteer Hospitality Mgmt	07/01/20 - 06/30/21	non-remunerated
Michael Lamping	"	"	"
Tia Throckmorton	"	"	"
Pat Cody	Volunteer Institutional Advancement	07/01/20 - 06/30/21	non-remunerated
Percy Cody	"	"	"
Leah Allmer	Volunteer JCAE	07/01/20 - 06/30/21	non-remunerated
Ann Ash	"	"	"
Harold Asner	"	"	"
David Austin	"	"	"
Betsy Bautz	"	"	"
James Bautz	"	"	"
Diana Bay	"	"	"
Michele Berra	"	"	"
Kalyani Bholane	"	"	"
John Bott	"	"	"
John Bourdo	"	"	"

Dave Brackey	"	"	"
Jo Brenneis	"	"	"
Sam Bruner	"	"	"
Gary Bruns	"	"	"
Steve Campbell	"	"	"
Susan Carman	"	"	"
Diana Carr	"	"	"
Ed Caseres	"	"	"
Norma Cheatum	"	"	"
Lois Churchill	"	"	"
Cheryl Clark	"	"	"
Eileen Clark	"	"	"
Barbara Comer	"	"	"
Carolyn Cooper	"	"	"
Pamela Cunningham	"	"	"
Margaret Davis	"	"	"
Anil Debroy	"	"	"
Carole Dykes	"	"	"
Melissa Eichman	"	"	"
Joanne Faulkner	"	"	"
Robert Fine	"	"	"
Janine Frechette	"	"	"
Elaine Fry	"	"	"
Kathleen Geraci	"	"	"
Teresa Glasscock	"	"	"
Anita Gordon-Gilmore	"	"	"
Barbara Green	"	"	"
Alice Gutierrez	"	"	"
Pamela Hancock	"	"	"
Melissa Harmon	"	"	"
Tim Hayden	"	"	"
Janice Hendler	"	"	"
Rejane Henn	"	"	"
Jessica Hernandez	"	"	"
Gloria Hiller	"	"	"
Paul Hirth	"	"	"
Susan Hodgson	"	"	"
Anne Hooper	"	"	"
Jan Horosz	"	"	"
Diane Hulet	"	"	"
Judith Johnson	"	"	"
Walter Johnson	"	"	"
Helen Joy	"	"	"
Steve Kelman	"	"	"

Betty Klein	"	"	"
Jane Knoche	"	"	"
Elisabeth Krusan	"	"	"
Martha Lanter	"	"	"
Kim Logan	"	"	"
Narendra Luhar	"	"	"
James Makin	"	"	"
Bob Martinez	"	"	"
Micky Matthews	"	"	"
Kelly Mayer	"	"	"
Jan McIntire	"	"	"
Jay McKell	"	"	"
Kristi Mehrer	"	"	"
Michael Miller	"	"	"
Walter Moriarty	"	"	"
Gretchen Muir	"	"	"
Lou Newman	"	"	"
Nancy Newman	"	"	"
Pam Nitsche	"	"	"
Dawn Olney	"	"	"
Peggy O'Neill	"	"	"
Al Osterhaus	"	"	"
David Pack	"	"	"
Gerry Palazzolo	"	"	"
John Parker	"	"	"
Larry Peal	"	"	"
Karen Petterson	"	"	"
Linda Prather	"	"	"
Joyce Richards	"	"	"
Emma Robertson	"	"	"
Barbara Sanders	"	"	"
Mandy Schmidt	"	"	"
Susan Schram	"	"	"
Deborah Schreier	"	"	"
Jean Seifert	"	"	"
Marcia Shami	"	"	"
Vijay Sharma-Parashara	"	"	"
Sallye Sickman	"	"	"
Nancy Silverforb	"	"	"
Naomi Silverman	"	"	"
Marjorie Skikne	"	"	"
Shannon Skoglund	"	"	"
Anne Smith	"	"	"
Ken Sokol	"	"	"

Michele Stewart	"	"	"
Pat Strieby	"	"	"
Anne Stroud	"	"	"
Dave Studyvin	"	"	"
Mark Sunderson	"	"	"
Jennifer Tate	"	"	"
Anita Tebbe	"	"	"
Kristine Terian	"	"	"
Bill Thomas	"	"	"
Cathy Thomas	"	"	"
Ana Tolento	"	"	"
Paula Torkelson	"	"	"
Matt Tschirhart	"	"	"
Judy Ulitchny	"	"	"
Dixie Wantoch	"	"	"
Nancy Waters	"	"	"
Chris Watts	"	"	"
Joe Weaver	"	"	"
Darrell Weston	"	"	"
Paul Wiley	"	"	"
Jeffrey Winkel	"	"	"
Louise Woodward	"	"	"
Gilbert Ye	"	"	"
Linda Yeager	"	"	"
Janet Wittkopf	Volunteer JCCC Foundation	07/01/20 - 06/30/21	non-remunerated
Julia Bilhimer	Volunteer Las Pintas	07/01/20 - 06/30/21	non-remunerated
Chelsea Dalbey	"	"	"
Taylor Hadley	"	"	"
Becky Koop	"	"	"
Beth Koop	"	"	"
Kirsten Larson	"	"	"
Alexander Vitale	"	"	"
Eman Alsadeq	Volunteer Nerman	07/01/20 - 06/30/21	non-remunerated
Maja Andersen	"	"	"
Ricardo Aristiguieta-Pulgar	"	"	"
Joan Baird	"	"	"
Emma Bergin	"	"	"
Roni Beshears	"	"	"

Bernita Bogar	"	"	"
Ahmed Boukhousse	"	"	"
Mary Brock-Lathem	"	"	"
Josh Bruegger	"	"	"
Martha Burt	"	"	"
Monica Chandrashekar	"	"	"
Jetzel Chavira	"	"	"
Claire Christiansen	"	"	"
May Chun	"	"	"
Kevin Colares	"	"	"
Marcy Conley	"	"	"
Mary Ann Coonrod	"	"	"
Paula Costello	"	"	"
Sherry Davidson	"	"	"
Chad Deardoff	"	"	"
Deng Deng	"	"	"
Barb Dukes	"	"	"
Amber Dyerson	"	"	"
Amy Eichorn	"	"	"
Shelley J. Espelien	"	"	"
Nafise Fallahian	"	"	"
Emily Farrar	"	"	"
Suzanne Franklin	"	"	"
Berni Freeman	"	"	"
Alicia Fries	"	"	"
Bernice Galarza-Cabrera	"	"	"
Madeline Gallucci	"	"	"
Heather Gambrell	"	"	"
Lindsey Glass	"	"	"
Rachel Gonzalez	"	"	"
Justin Gray	"	"	"
Rebecca Green	"	"	"
Sean Green	"	"	"
Marcia Greig	"	"	"
Gianna Guerra	"	"	"
Ana Gutierrez Torreseptien	"	"	"
Angela Hadel	"	"	"
Hannah Halloway	"	"	"
Lina Hamdan	"	"	"
Kareem Hammouda	"	"	"
Jayne Hansen	"	"	"
Natalie Hansen	"	"	"
Chase Harriman	"	"	"
Paola Hernandez Rodriguez	"	"	"

Ann Hess	"	"	"
Madison Holloway	"	"	"
Matin Hormati	"	"	"
Arthur Hoyt	"	"	"
Jean C. Hunter	"	"	"
Eric Jacobson	"	"	"
Yvonne Jarvis	"	"	"
Hannah Jensen	"	"	"
Breanna Johnson	"	"	"
Tara Kaplan	"	"	"
Clarissa Kemnitz	"	"	"
Robert M. Kemper	"	"	"
Shahla Khaleghi	"	"	"
Lisa Knight	"	"	"
Amy Krause	"	"	"
Sandra Kruse Smith	"	"	"
Salon Kungni	"	"	"
Judith Lamb	"	"	"
Sofia Lanan	"	"	"
Carol Lant	"	"	"
Julie Larsen	"	"	"
Maya Laytham	"	"	"
Lauren Lee	"	"	"
Jerry Lonergan	"	"	"
Victoria Lumpkin	"	"	"
Nicole Mack	"	"	"
Gary Mann	"	"	"
Doreen Maronde	"	"	"
Rachel Marshall	"	"	"
Linda Maskill	"	"	"
Ginny Masterson	"	"	"
Jeannine Matthews	"	"	"
Lauren Maxwell	"	"	"
Lynn McClennan	"	"	"
Kathleen McCormick	"	"	"
Marianne McGrath	"	"	"
Molly McVey	"	"	"
Pierre Edward Mendy	"	"	"
Ellen Merrill	"	"	"
Jennifer Miller	"	"	"
Julie Mills	"	"	"
Sarah Montag	"	"	"
Nancy Montour	"	"	"
John J. Murphy	"	"	"

Judy Nagl	"	"	"
Susan Nerman	"	"	"
Maya Nerstheimer	"	"	"
Erik Asher Norberg	"	"	"
Timothy Nunez	"	"	"
Katherine O'Hara	"	"	"
Junko Okada-Brown	"	"	"
Hannah Oliver	"	"	"
Jan Olsen	"	"	"
Paula Ortega	"	"	"
Ana Palacio	"	"	"
Svetla Panagieva	"	"	"
Deanna Patton	"	"	"
Luella Penner	"	"	"
Aphodite Platko	"	"	"
Bethany Poole	"	"	"
Ellen Reid	"	"	"
Gabrielle Rhodes Handler	"	"	"
Emily Ritchie	"	"	"
Alejandra Rodrigue Hutchison	"	"	"
Sharon Rodriguez	"	"	"
Norma Rooney	"	"	"
Nico Ruiz	"	"	"
Naomi Sadasivan	"	"	"
Asha Saifullah	"	"	"
Autumn Salander	"	"	"
Yoshiaki Sato	"	"	"
Bernard Schuster	"	"	"
Kelli Schwartz	"	"	"
Lily Sha	"	"	"
Hasaan Shaikh	"	"	"
Emma Shapiro	"	"	"
Vidushi Sharma	"	"	"
Jim Sichter	"	"	"
Kala Sivakumar	"	"	"
Jade Slavin	"	"	"
Emily Smelter	"	"	"
Lisa Snead	"	"	"
Alla Sobolevsky	"	"	"
Donghun Song	"	"	"
Eva Steiner	"	"	"
Sara Stepp	"	"	"
Jasmine Taylor	"	"	"
Ada Thapa	"	"	"

Megan Thompson	"	"	"
Paige Thompson	"	"	"
Haley Tinch	"	"	"
Susan Tinker	"	"	"
Mahtab Tirandzaian	"	"	"
Shahab Tirandzaian	"	"	"
Heather Tosh	"	"	"
Janice Towers	"	"	"
Bridget Treas	"	"	"
Madison Tubbs	"	"	"
Emily Turner	"	"	"
Margaret Turner	"	"	"
Stella Turner	"	"	"
Ethan Veach	"	"	"
Vivek Velagapudi	"	"	"
Nancy Vennard	"	"	"
Zoe Vincent	"	"	"
Van Vo	"	"	"
Isabella Wallace	"	"	"
Amoge Wamkpah	"	"	"
Melissa Warhurst	"	"	"
Dawn Washington	"	"	"
Kenia Watt-Borrayo	"	"	"
Jordan Whitfield	"	"	"
Madhuri Widmer	"	"	"
Opeoluwa Williams	"	"	"
Colin Willmann	"	"	"
Christopher Woods	"	"	"
Dana Worley	"	"	"
Sharyl Wright	"	"	"
Nitya Prabhakar Yadav	"	"	"
Judy Yakre	"	"	"
Janna Zhitovsky	"	"	"
Rong Zou	"	"	"
Glenda Analla	Volunteer VolStars	07/01/20 - 06/30/21	non-remunerated
Betty Anastasio	"	"	"
Bert Anastasio	"	"	"
Beth Anderson	"	"	"
Linda Anneberg	"	"	"
Barbara Anselmi	"	"	"
Johnn Arnold	"	"	"
Sue Aronson	"	"	"

Rosalie Ast	"	"	"
Anne Baker	"	"	"
Ruthann Bean	"	"	"
Kathy Belanger	"	"	"
Roger Belanger	"	"	"
Ingrid Briody	"	"	"
Steve Briody	"	"	"
Sharon Brown	"	"	"
Zona Brown	"	"	"
Lolly Buxton	"	"	"
Li Wen Chen	"	"	"
Marne Close	"	"	"
James Cogswell	"	"	"
Bev Cohen	"	"	"
Larry Conrad	"	"	"
Sarah A. Conrad	"	"	"
Carol Corker	"	"	"
Cynthia Cox	"	"	"
Arthurine Criswell	"	"	"
Jamie Curry	"	"	"
Lona Davis	"	"	"
Millie DeKeyser	"	"	"
Roberta Dewitt	"	"	"
Lori Dickey	"	"	"
Lynda Dowling	"	"	"
Patrick M. Dowling	"	"	"
Carolyn Eakins	"	"	"
Janell Engelhardt	"	"	"
John Engelhardt	"	"	"
Elaine England	"	"	"
Linda Falcone	"	"	"
Salvatore Falcone	"	"	"
Kristin Feldmann	"	"	"
Mike Flanagan	"	"	"
Kristin Gambill	"	"	"
Nancy Gatz	"	"	"
Madelon Goetzinger	"	"	"
Pat Graham	"	"	"
Char Grothues	"	"	"
Karen G. Haake	"	"	"
Gordon Hages	"	"	"
Pam Hancock	"	"	"
Vicki Hanley	"	"	"
Carolyn Hatz	"	"	"

Franklin B. Hawk	"	"	"
Wesley Hazelton	"	"	"
Susan Hodgson	"	"	"
Frances Hoehn	"	"	"
Gordon Hofstra	"	"	"
Shirley Hofstra	"	"	"
Kathy Hoisington	"	"	"
Janet Holt	"	"	"
Jane Holzman	"	"	"
Judi Izbrand	"	"	"
Judith Johnson	"	"	"
Marva J. Johnson	"	"	"
Gayle Joiner	"	"	"
Carol Kelly	"	"	"
Sue Lawrence	"	"	"
Sally Looney	"	"	"
Kim Mapes	"	"	"
Barbara Martin	"	"	"
Peggy Martinez	"	"	"
Ruben Martinez	"	"	"
Mary Ann Matos[a]	"	"	"
Billie McCullough	"	"	"
Debbie McDermott	"	"	"
Ann McElhenny	"	"	"
Ellis Megee	"	"	"
Jackie Megee	"	"	"
Lisa Miller	"	"	"
Therese Mori	"	"	"
Libby Mortimer	"	"	"
Tonya M. Neelly	"	"	"
Don Ochs	"	"	"
Lynda Ochs	"	"	"
Caroline Ong	"	"	"
Kathy Olvera	"	"	"
Ron Pavelka	"	"	"
Marilyn Peak	"	"	"
Carolyn Pitts	"	"	"
Bonnie Pollock	"	"	"
Rhonda Powers	"	"	"
Joan B. Priolo	"	"	"
Sharon Rabius	"	"	"
Peggy Rau	"	"	"
Mike Richards	"	"	"
Gloria Riley	"	"	"

Mary Lou Rivas	"	"	"
Elaine Roth	"	"	"
Richard Roth	"	"	"
Martha Sanchez	"	"	"
Maxine Sandman	"	"	"
June Sayles	"	"	"
Barbara Schreiner	"	"	"
Pat Schroeder	"	"	"
Ann Schuster	"	"	"
Jeanne Shaw	"	"	"
Martha Jo Shaw	"	"	"
Anne Shields	"	"	"
Jill Sigler	"	"	"
Mary Jo Simmons	"	"	"
Kathryn Sindt	"	"	"
Robert Sindt	"	"	"
Brenda Smith Custer	"	"	"
Jennifer Spong	"	"	"
Sharron Stewart	"	"	"
Barbara Stras	"	"	"
Steve Stras	"	"	"
Suzanne Stricklin	"	"	"
Bob Sumner	"	"	"
Jean Sumner	"	"	"
Elaine Symanski	"	"	"
Pat Termini	"	"	"
Colleen Thebo	"	"	"
Candace Walker	"	"	"
Phyllis Wall	"	"	"
Vicki Watts	"	"	"
Huguette Wilhm	"	"	"
Shirley Ann Wing	"	"	"
Chris Woodhouse	"	"	"
Lea Wylie	"	"	"
Sharon Yandon	"	"	"
Lynne Zagortz	"	"	"
Kent Zimmerman	"	"	"
Shelba Zimmerman	"	"	"

RECOMMENDATION:

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

Footnote:

a. Also full-time staff.

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Becky Centlivre
Vice President, Human Resources

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Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

July 16, 2020

HUMAN RESOURCES ADDENDUM

1. Retirement

   PAUL KYLE (KPERS), Dean, Student Services & Success, Student Success, effective December 31, 2020.

   RECOMMENDATION:

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

2. Separation

   BERNICE TAYLOR, Lab Coordinator-Chemistry, Sciences & Math Division, Academic Affairs, effective July 16, 2020.

   RECOMMENDATION:

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

3. Reassignments

   CHAD RAWALT, ATS Support Technician, Academic Technology Services, Finance and Administrative Services, at $19.18 per hour to Senior Enterprise Desktop Engineer, Academic Technology Services, Finance and Administrative Services, effective July 17, 2020 at an annual salary of $75,634.

   CHAD SANNER, Professor Respiratory Care/Neurodiagnostic Technology, Healthcare, Public Safety & Wellness Division, Academic Affairs at $73,220 for a nine-month contract to Interim Director Respiratory Care/Neurodiagnostic Technology, Healthcare, Public Safety & Wellness Division, Academic Affairs, effective July 1, 2020 at an annual salary of $102,839.

RECOMMENDATION:

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

4. Employment – Regular

SHELBY JOHNSON, Administrative Assistant President's Office, effective July 20, 2020 at $19.42 per hour.

HELINA KEBEDE, Assistant Professor Practical Nursing, Healthcare, Public Safety & Wellness Division, Academic Affairs, effective August 16, 2020 at $73,367 for a nine-month contract.

Name	Position	Effective Date	Salary
Deborah Funkhouser	Administrative Assistant Dental Hygiene	08/17/20 - 06/30/21	13.86/hour
Lyndsey Emmett	Kitchen Aide	07/08/20 - 06/30/21	11.46/hour

RECOMMENDATION:

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

5. Employment – Temporary

Name	Position	Effective Date	Salary
Samantha Mills	Student Life Ambassador	08/04/20 - 06/30/21	11.46/hour
Derek Boyd	Lead Stagehand	07/06/20 - 06/30/21	17.63/hour
Charles Pott	Lab Aide – Fine Art Photography/Film	07/07/20 - 06/30/21	11.46/hour

Katie Wegenka	Sustainability Intern	07/06/20 - 06/30/21	11.46/hour
Braeden Althoff	Student Life Ambassador	08/04/20 - 06/30/21	11.46/hour
Amy Tilton-Lagermann	Lab Aide – Electronics Tech	07/15/20 - 06/30/21	11.46/hour
Ana Reinert	Instructor, Arts & Design, Humanities & Soc. Sci.	08/24/20 - 07/30/21	1,050.00/cr.hr.
Amy Hilderbrand	"	"	1,019.00/cr.hr.
Jamie Gray	"	"	1,094.00/cr.hr.
Frank Syracuse[a]	Course by Arrangement, Business	06/08/20 - 07/30/20	100.00/st.cr.hr.
Lisa Cole[a]	Department Chair, Business	07/01/20 - 06/30/21	5,350.00/total
Doug Copeland[a]	"	"	5,350.00/total
Gwenda Hawk[a]	"	"	3,850.00/total
Pamela Hulen[a]	"	"	3,850.00/total
Cherie Leiker[a]	"	"	1,800.00/total
Joy Rhodes[a]	"	"	3,850.00/total
Stu Shafer[a]	USDA Grant, Summer Stipend	06/01/20 - 07/31/20	3,570.00/total
Inna Verzhbytska	French Canvas shell & syllabus template work	06/22/20 - 06/22/20	350.00/total
Yue Pan	Final Test Creation for FL 165 & FL 166	06/30/20 - 06/30/20	140.00/total
Rebecca Kastendick	Partial Semester Pay EAP 122	07/01/20 - 07/30/20	1,994.63/total
Ashley Walker	Partial Semester Pay EAP 121	07/01/20 - 07/30/20	1,851.19/total
Brian Hurley	Instr., Computing Sciences & Information Technology	08/24/20 - 07/29/21	1,094.00/cr.hr.

Brendon Crain	Spring 2020 Teach-out, Healthcare, Public Safety & Wellness, CARES	07/01/20 - 07/31/20	840.04/total
James Heideman	"	"	840.04/total
Ryan Foster	"	"	812.14/total
Christa Haas[a]	"	"	1,590.00/total
Brian Wells	"	"	812.14/total
Jade Askren	Assistant Coach - Volleyball	08/01/20 - 06/30/21	7,284.85/total
Payton Chohon	Assistant Coach - Volleyball	08/01/20 - 06/30/21	7,284.85/total
Whitlee Teague	Assistant Coach - Volleyball	08/01/20 - 06/30/21	7,284.85/total
Landon Fields	Executive Director The Campus Ledger	08/17/20 - 12/04/20	4,138.00/total
Mena Haas	Staff Photojournalist The Campus Ledger	08/17/20 - 12/04/20	1,522.00/total
Sidney Henkensiefken	"	"	1,522.00/total
Alieu Jagne	Managing Editor The Campus Ledger	08/17/20 - 12/04/20	4,138.00/total
Gracyn Shulista	Editor-In-Chief The Campus Ledger	08/17/20 - 12/04/20	5,316.00/total
Paige Winters	Producer The Campus Ledger	08/17/20 - 12/04/20	1,968.00/total

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

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Becky Centlivre
Vice President, Human Resources

_____

Andrew W. Bowne
President