

JOHNSON COUNTY COMMUNITY COLLEGE
12345 College Boulevard
Overland Park, Kansas

Meeting – Board of Trustees
Temporary Board of Trustees Meeting Room - WCMT 111
February 15, 2024 – 5:00 p.m.

AGENDA

- | | |
|---|------------------------------|
| I. CALL TO ORDER | Trustee Rayl |
| II. PLEDGE OF ALLEGIANCE | Trustee Rayl |
| III. ROLL CALL | Trustee Rayl |
| IV. AWARDS AND RECOGNITIONS | Trustee Rayl |
| A. Student Spotlight – Rylan Marincovich | |
| B. Election to the NAVPA Board of Directors – Kena Zumalt | |
| C. International Award in Lifelong Learning – Workforce
 Development and Continuing Education | |
| V. OPEN FORUM | Trustee Rayl |
| VI. BOARD REPORTS | |
| A. Student Senate | Epuna Gonzales |
| B. College Lobbyist | Dick Carter |
| C. College Council | Jason Arnett |
| D. Faculty Association | Andrea Vieux |
| E. Johnson County Education Research Triangle | Trustee Smith-Everett |
| F. Kansas Association of Community Colleges | Trustee Cross |
| G. Foundation | Trustee Hamill |
| VII. COMMITTEE REPORTS AND RECOMMENDATIONS | |
| A. Board Governance Committee (pp 1-2) | Trustee Mitchell |
| <u>Recommendation: 2024 Working Agenda (pp 1-2)</u> | |

B. Employee Engagement and Development Committee (pp 3-4) Trustee Hamill
Recommendation: 2024 Working Agenda (p 3)

C. Management and Finance Committee (pp 5-10) Trustee Hamill
Recommendation: GYM Restroom and Locker Room Renovations (p 6)
Recommendation: HVAC Improvements Various JCCC Buildings (p 7)
Recommendation: Multimedia Services (MMS) Equipment (p 8)
Recommendation: Festo Cyber Physical Lab System (p 8)

D. Student Success Committee (pp 11-13) Trustee Jennings
Recommendation: 2024 Working Agenda (pp 12-13)

VIII. PRESIDENT'S RECOMMENDATIONS FOR ACTION

A. Treasurer's Report (pp 14-24) Trustee Hamill
B. Monthly Report to the Board Dr. Judy Korb

IX. NEW BUSINESS Trustee Rayl

X. OLD BUSINESS Trustee Rayl

XI. CONSENT AGENDA Trustee Rayl

- A. Regular Monthly Reports and Recommendations**
- 1. Minutes of Previous Meetings**
 - 2. Affiliation, Articulation and Reverser Transfer, Cooperative and Other Agreements (pp 25-26)**
 - 3. Cash Disbursement Report (pp 27-28)**
 - 4. Curriculum (pp 29-30)**
 - 5. Grants, Contracts and Awards (pp 31-32)**
 - 6. 2025-2026 Academic Calendar (pp 33-36)**
 - 7. Retirement Tribute Fund (p 37)**
- B. Human Resources (p 38)**
- 1. Retirements**
 - 2. Separations**
- C. Human Resources Addendum**

XII. EXECUTIVE SESSION

XIII. ADJOURNMENT

BOARD GOVERNANCE COMMITTEE

Minutes

February 9, 2024

The Board Governance Committee met at 8:00 am on Friday, February 9, 2024 in WCMT 111. Those present were Trustees Greg Mitchell, Dawn Rattan (via phone); Staff Judy Korb, Caitlin Murphy, Kelsey Nazar, Mickey McCloud, Rachel Lierz, and Liz Loomis, recorder.

Review proposed 2024 Working Agenda

Caitlin Murphy, Special Assistant to the President, review the proposed 2024 Board Governance Committee Working agenda. The proposed agenda is as follows:

BOARD GOVERNANCE COMMITTEE

Working Agenda

2024

- BG-1 Review 100 Series Policy
 - Board Responsibilities Policy 110.00
 - Policy on Policies 111.00
 - Number and Selection of Trustees Policy 111.01
 - Officers Policy 111.02
 - Committees Policy 111.03
 - Meetings of the Board Policy 112.00
 - Special Meetings of the Board Operating Procedure
 - Professional Development Policy 113.00
 - Code of Conduct Policy 114.01
 - Code of Ethics Policy 114.02
 - Resolution of Censure Policy 114.03

- BG-2 Process for Annual review of President

- BG-3 Process for Board Self Review

- BG-4 Retreat Planning

- BG-5 Review Onboarding Process for New Trustees

- BG-6 Evaluate Miscellaneous Board Processes
 - Policy on Policies
 - Governing Style

RECOMMENDATION:

It is the recommendation of the Board Governance Committee that the Board of Trustees approve the 2024 Board Governance Committee working agenda.

Review 100 Series Policies

Kelsey Nazar, Vice President and General Counsel, led the review of the following policies:

- Code of Conduct Policy 114.01
- Code of Ethics Policy 114.02
- Resolution of Censure Policy 114.03

The Board Governance Committee did not propose changes to the policies.

Retreat Planning Update

Dr. Judy Korb, Interim President, provided an update on the planning of the March 2, 2024 Board Retreat. She stated that she and Chair Melody Rayl have been in conversations with the ACCT Facilitator, Ken Burke. Ken Burke will be connecting with each of the Trustees before the agenda is finalized.

EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE
Minutes
February 7, 2024

The Employee Engagement and Development Committee met at 9:45 a.m. on Wednesday, February 7, 2024, in the WCMT building. Those present were Trustees Mark Hamill, Greg Mitchell and Laura Smith-Everett; staff Judy Korb, Rachel Lierz, Mickey McCloud, and Liz Loomis, recorder.

Review Proposed 2024 Working Agenda

Dr. Korb presented and reviewed the 2024 Working Agenda.

HR-1 Review and Update Personnel Policies

HR-2 Monitor Employee Benefit Programs.

- Annual benefit review
- Benefit renewal contracts

HR-3 Monitor Compensation Planning

- Compensation plan (2023 Culpepper Study) update
- Staff salary increase recommendations

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

- Awards and recognition program
- Leadership and supervisor training programs
- Strategic Plan Goal 4 KPIs

HR-5 Monitor Inclusion and Belonging Strategic Measures and Initiatives

RECOMMENDATION:

It is the recommendation of the Employee Engagement and Development Committee that the Board of Trustees approve the 2024 Employee Engagement and Development Committee working agenda.

HR-3 Monitor Compensation Planning

Dr. Korb provided an update on the employee compensation plan. Dr. Korb presented historical JCCC human resources practices and showed what happened after the salary table and plan was adopted in 2022 to increase the minimum starting pay to \$15.00 an hour. She then discussed the Culpepper salary analysis report and explained that extremes and outliers are being evaluated.

Dr. Korb also provided an update on the Vice President Human Resources search. She said on campus interviews with candidates will be completed this week and we will move into the next phase of the process. Dr. Korb said the college will be continuing to utilize FineLine services as needed but are anticipating a decreasing level of need moving forward.

The next meeting of the Employee Engagement and Development committee is Wednesday, March 6, 2024.

MANAGEMENT AND FINANCE COMMITTEE

Minutes

February 7, 2024

The Management and Finance Committee met at 8:30 AM on Wednesday, February 7, 2024, in WCMT 111. Those present were Trustees Mark Hamill, and Greg Mitchell; staff: Rob Caffey, Tom Hall, Judy Korb, Rachel Lierz, Mickey McCloud, Ashawnte Thompson, Janelle Vogler, and Linda Nelson, recorder.

Auxiliary Fund Update

Janelle Vogler, Vice President/CFO introduced Ashawnte Thompson, Executive Director Auxiliary Services, who presented information on the Auxiliary Enterprise fund. A review of Auxiliary Services policy was given along with financial results from the past five years. There was an overview of Bookstore operations, Dining Services and Hiersteiner Child Development Center activities.

Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facility Planning, provided the committee with an update of progress on the CDL Driving Range project and the GEB 1st floor renovation. Information on facilities projects from the capital acquisitions and improvements matrix was provided in the Management and Finance Committee meeting materials.

Procurement Reports and Recommendations

Janelle Vogler, Vice President/CFO, reviewed three bid recommendations and one single source justification recommendation.

BIDS & AWARDS: \$150,000+ **FEBRUARY 2024 MANAGEMENT & FINANCE COMMITTEE**

Bid:	24-018 Gym Restroom and Locker Room Renovations
Fund:	7111 Capital Outlay
Vendors Notified:	140
Total Contract Period:	Project Completion
Award Justification:	Low Bid
Description:	Request for Bid (RFB) for the renovation of the existing basement men's and women's restrooms and the men's and women's officials' locker rooms in the JCCC Gymnasium building.

Evaluation Committee

1. Brett Edwards - Director, Campus Services and Energy Management
2. Tom Hall - Associate Vice President, Campus Services
3. Larry Allen - Senior Buyer, Procurement Services
4. Richard Hill - Supervisor, Maintenance, Campus Services

Bid Amounts: First Year / Multiyear Total (if applicable)

1. **Vazquez:** **\$286,704**
2. Bull Creek Construction: \$289,273
3. Allison & Alexander: \$335,000
4. Royal Construction Services: \$350,000
5. Centric: \$399,346
6. Diamond Contractors: \$363,024
7. GPS-KC: \$452,929
8. Prairie Band Construction: \$456,775
9. Sampson Construction: \$518,000

Management and Finance Committee Recommendation

It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the bid from Vazquez Commercial Contracting for Gym Restroom and Locker Room Renovations, in the amount of \$286,704 with an additional 10% contingency of \$28,670 to allow for possible unforeseen costs, for a total amount of \$315,374.

Bid:	24-068 HVAC Improvements Various JCCC Buildings
Fund:	7111 Capital Outlay
Vendors Notified:	74
Total Contract Period:	Project Completion
Award Justification:	Low Bid
Description:	Request for Bid (RFB) for various heating, ventilation, and air conditioning (HVAC) improvements on the main campus.

Evaluation Committee

1. Brett Edwards - Director, Campus Services and Energy Management
2. Tom Hall - Associate Vice President, Campus Services
3. Larry Allen - Senior Buyer, Procurement Services
4. Kevin Swisher - Supervisor, Maintenance, Campus Services

Bid Amounts - Police Academy (PA), Welding Laboratory Building (WLB), Industrial Training Center (ITC):

1. **BCI Mechanical:** **\$391,526**
2. SGI: \$513,805
3. Stanger Industries: \$610,305

Bid Amounts - Galileo Pavilion (GP), Regnier Center (RC):

1. **Stanger Industries Inc:** **\$295,230**
2. BCI Mechanical: \$334,154
3. SGI: n/a (no bid on Galileo Pavilion/high bid on Regnier Center)

Management and Finance Committee Recommendation

It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the low bids from BCI Mechanical for HVAC improvements, in the amount of \$391,526, with an additional 10% contingency of \$39,153 to allow for possible unforeseen costs; and Stanger Industries for HVAC improvements, in the amount of \$295,230 with an additional 10% contingency of \$29,523 to allow for possible unforeseen costs, for a total amount of \$755,432.

Bid:	24-062 Multimedia Services (MMS) Equipment
Fund:	0201 General
Vendors Notified:	186
Total Contract Period:	Single Purchase
Award Justification:	Low Bid
Description:	Request for Bids (RFB) for multimedia services equipment for campus-wide use.

Evaluation Committee

1. John Kumar - Executive Director, Client Support Services
2. Adrian Swan - Manager Multimedia Services
3. Julie Williamson - Senior Buyer, Procurement Services

Bid Amounts: First Year / Multiyear Total (if applicable)

1. **Kansas City Audio Visual: \$282,411**
2. Conference Technologies: \$288,021
3. Howard Technologies: \$294,549
4. MainMicro: \$15,468 (only bid on 7 of 32 items)

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the bid from Kansas City Audio Visual (KCAV) for a single purchase of \$282,411.

SINGLE SOURCE JUSTIFICATIONS: \$150,000+
FEBRUARY 2024 MANAGEMENT & FINANCE COMMITTEE

Single Source Justification:	Festo Cyber Physical Lab System
Fund:	2596 Community Project Funding Grant
Vendors Notified:	N/A
Total Contract Period:	Single Purchase
215.04 Exception #:	2c. Specific educational objectives 2d. Compatibility with existing equipment
Description:	For a Festo CP (Cyber Physical) three-station lab system upgrade for AET (Automation Engineering Technology). Modules include the following: Application Module Magazine, Application Module Labeling, and Application Module Pick-By-Light. ATC is the sole distributor for FESTO education products in Kansas and Missouri.

Contract Amount: First Year / Multiyear Total (if applicable)

1. **ATC: \$277,905**

Management & Finance Committee Recommendation

It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification to Advanced Technologies Consultants (ATC), for a Festo CP lab system upgrade, for \$277,905.

Informational Items

Informational reports of Bid/RFP Summary, Renewals, Single Source purchases and the semi-annual budget reallocation report were provided in the Management and Finance meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, March 6, 2024, at 8:30 AM in WCMT Room 111.

MANAGEMENT AND FINANCE COMMITTEE
Working Agenda
2024

- MF-1 Review and Update Policies as Needed
- MF-2 Guide Budget Development
- Management Budget Reallocations (February, August)
 - Management Budget Adoption (May)
 - Legal Budget Publications (August)
 - Legal Budget Adoption (September)
 - Proposed Budget Calendar (October)
 - Preliminary Budget Guidelines (December)
 - Budget Updates as Needed
- MF-3 Stewardship of College Finances
- Financial Ratio Analysis (January)
- MF-4 Monitor Facilities
- Capital Infrastructure Inventory and One, Five and Ten-Year Replacement Plan (August)
 - Capital Acquisitions and Improvements: Monthly Progress Report
 - Leases/Facilities Use Agreements
 - Review and Recommend Financial Plans for Capital Improvements
- MF-5 Monitor Procurement Services
- Procurement Reports and Recommendations
- MF-6 Monitor Information Services
- Information Services Reports (January, April, July, October)
- MF-7 Mission Continuity and Risk Management (June, December)
- MF-8 Other Items and Reports
- Compliance Program (September)
 - Continuing Education and Workforce Development (November)
 - Institutional Advancement (March, October)
 - Management and Finance Committee Working Agenda (January)
 - Monitor Inclusion and Belonging Strategic Measures and Initiatives
 - Other Activities and Programs
 - Other Agreements
 - Sustainability Initiatives (May)

STUDENT SUCCESS COMMITTEE

Minutes

February 9, 2024

The Student Success Committee met at 8:30 a.m. on Friday, February 9, 2024, in WCMT 111.

Pathways Project

Shelli Allen provided an overview and update of the Pathways Project. The goals of the project are to assist all students efficiently and affordably so they can discover, select, plan and complete programs aligned with their goals. It includes Academic Affairs and Student Services working together to help students easily connect with the array of resources available. The four pillars of the Guided Pathways include creating clear paths to employment opportunities and education, helping students enter their chosen path, helping students stay on the path and ensure students gain relevant experience in coursework.

Assessment Update

Gurbhushan Singh provided an update on the College's Academic Master Plan and how it is integrated with the College's strategic plan, the facilities master plan and the strategic enrollment plan. He added that assessment of the numerous programs of study, certificates, selective admissions programs, and courses offered is a necessary component of improving student learning outcomes and educational excellence. Assessment of student learning is a faculty-driven process aimed at improving teaching strategies and professional development. Student learning is assessed through the general education student learning outcomes and institutional learning outcomes. Program review is accomplished through comprehensive academic review, annual planning and development and administrative program review.

Academic Calendar

Gurbhushan Singh presented the 2025-2026 academic calendar. The proposed calendar was approved by the committee. Complete details can be found subsequently on the consent agenda of the February 15 board packet.

Other Agreement

Amy Sellers presented renewal agreements with school districts for the Early College Career Pathways. The agreements were approved by the committee. Complete details can be found subsequently on the consent agenda of the February 15 board packet.

Other Agreement

Shelli Allen presented an agreement with the Regents of the University of Michigan for the PAVE program. The agreement was approved by the committee. Complete details can be found subsequently on the consent agenda of the February 15 board packet.

STUDENT SUCCESS COMMITTEE
Working Agenda
2024

- SS1 Review and update policies as needed
- SS2 Monitor student engagement processes
 - Academic and student success activities
 - Education planning and development initiatives
 - Updates on academic programs
 - Updates on Strategies and Initiatives
- SS3 Monitor learning outcomes
 - Program review and assessment practices
 - Curriculum and program additions and modifications
 - Affiliation, cooperation, articulation, reverse transfer and other agreements, policies, and procedures
 - Updates on Strategies and Initiatives
- SS4 Monitor faculty development
 - Professional development programs
 - Professor emeritus and senior scholar status
 - Sabbatical appointments
 - Updates on Strategies and Initiatives
- SS5 Monitor student development
 - Student life, leadership, and development activities
 - Updates on Strategies and Initiatives
- SS6 Monitor statewide educational issues
 - Credit/non-credit JCCC partnerships
 - Kansas Board of Regents/Post -Secondary Technical Education Authority actions
 - KACCT
- SS7 Highlight technical support for learning activities
- SS8 Monitor non-credit educational activities
- SS9 Review accreditation/student success activities

SS10 Monitor Inclusion and Belonging Strategic Measures and Initiatives

RECOMMENDATION

It is the recommendation of the Student Success Committee that the Board of Trustees approve the 2024 Student Success Committee Working Agenda.

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 01, 2024

TREASURER'S REPORT

REPORT:

The following pages contain the Treasurer's Report for the month ended December 31, 2023.

State operating grant payments of \$12.8 million and an ad valorem property tax distribution of \$67.9 million were received during January and will be reflected in next month's report.

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

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the Treasurer's Report for the month of December 2023, subject to audit.

Janelle Vogler
Vice President and Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

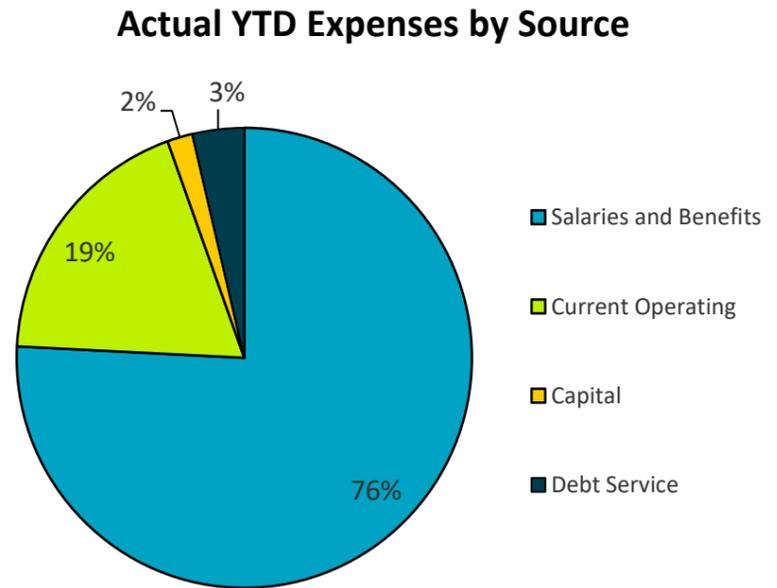
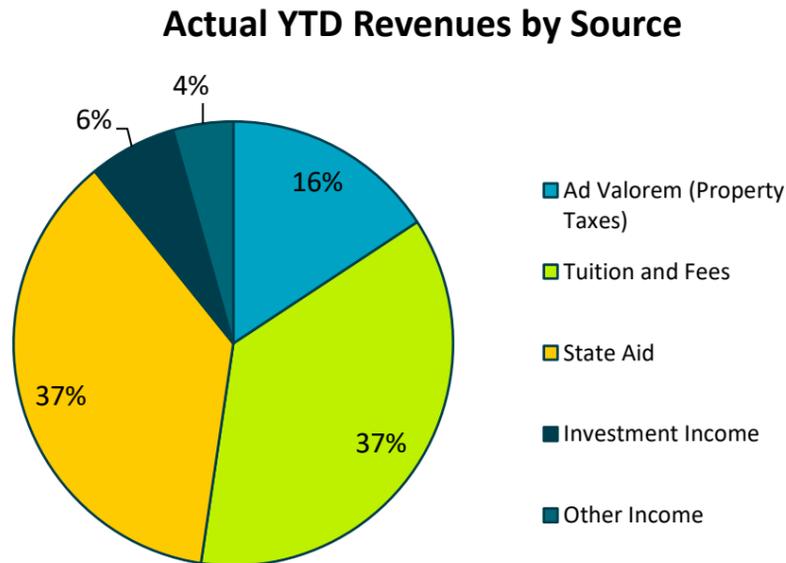
Judy Korb
Interim President

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
GENERAL/PTE FUNDS					
Ad Valorem (Property Taxes)	\$ 121,189,898	\$ -	\$ 6,450,847	5%	\$ 7,006,438
Tuition and Fees	26,663,775	(22,740)	14,942,433	56%	14,471,974
State Aid	26,448,697	2,317	15,030,602	57%	14,662,009
Investment Income	1,000,000	397,870	2,629,453	263%	521,117
Other Income	3,668,569	248,164	1,809,822	49%	1,267,051
TOTAL REVENUE	\$ 178,970,939	\$ 625,611	\$ 40,863,157	23%	\$ 37,928,590
Salaries and Benefits	\$ 138,400,933	\$ 10,843,591	\$ 61,050,961	44%	\$ 61,657,018
Current Operating	32,354,540	1,494,229	15,091,508	47%	13,945,694
Capital	4,281,145	316,529	1,448,067	34%	827,059
Debt Service	3,689,738	-	2,959,493	80%	2,903,944
TOTAL EXPENSES	\$ 178,726,356	\$ 12,654,349	\$ 80,550,028	45%	\$ 79,333,714

Unencumbered Cash Rollforward:

Beginning Balance		\$ 122,092,826	\$ 117,046,418
Revenues Over Expenses		(39,686,871)	(41,405,125)
Encumbrances & Other Activity		(5,004,335)	(9,548,856)
Ending Balance		<u>\$ 77,401,620</u>	<u>\$ 66,092,437</u>



Two pie charts depict the sources of the actual year-to-date revenue and actual year-to-date expenses on the General Fund as a percentage of their respective totals. These charts are based on the Activity Year to Date 2023-2024 numbers.

The largest source of revenue this year to date is state aid (37%), followed by tuition and fees (37%), ad valorem (property taxes) (16%), investment income (6%) and other income (4%). The largest source of expenses this year to date is salary and benefits (76%), followed by current operating (19%), debt service (3%), and capital expenses (2%).

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS
EXPENDITURE DETAIL BY NATURAL CLASSIFICATION

	ADJUSTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE	YTD CHANGE FROM PRIOR YEAR
Salaries	\$ 98,876,977	\$ 7,915,586	\$ 44,719,691	45%	\$ 45,435,386	-2%
Benefits	39,308,956	2,928,004	16,331,269	42%	16,221,632	1%
Event Officials	72,760	410	50,218	69%	43,643	15%
Legal Services	150,000	24,863	53,689	36%	25,448	111%
Lobbyist Services	30,000	8,125	8,125	27%	-	100%
Audit Services	93,745	8,000	62,045	66%	49,800	25%
Collection Costs	70,000	948	7,652	11%	11,953	-36%
Insurance, Property/Casualty & Rel	1,271,070	1,325	1,198,380	94%	963,929	24%
Contracted Services	8,118,496	337,630	2,999,580	37%	2,910,090	3%
SB 155 Shared Funding Payments	380,000	-	-	0%	-	0%
Overnight Travel	1,040,386	78,949	333,397	32%	272,514	22%
Travel - Accreditation	10,000	-	725	7%	529	37%
Staff Development Training & Travel	383,550	10,751	99,224	26%	114,016	-13%
Faculty Continuing Ed Grants	19,000	3,860	11,201	59%	13,009	-14%
Tuition Reimbursement	550,000	5,074	215,501	39%	202,192	7%
Same Day Travel	113,778	3,937	30,465	27%	22,017	38%
Supplies and Materials	5,809,825	275,922	2,288,686	39%	2,335,131	-2%
Computer Software & Licenses	5,002,202	107,189	3,169,945	63%	2,952,931	7%
Technical Training	106,957	4,775	34,371	32%	26,184	31%
Applicant Travel	15,000	-	3,180	21%	5,707	-44%
Recruiting Travel	37,500	1,638	8,122	22%	7,259	12%
Printing, Binding & Publications	121,350	-	31,710	26%	36,876	-14%
Advertising and Promotions	1,028,000	83,851	464,816	45%	549,687	-15%
Memberships	402,062	12,432	262,869	65%	269,098	-2%
Accreditation Expenses	73,157	-	37,968	52%	25,355	50%
Bad Debt Expense	130,000	-	65,000	50%	130,000	-50%
Electric	2,970,000	231,236	1,418,642	48%	1,257,357	13%
Water	175,100	-	136,847	78%	124,394	10%
Natural Gas	82,400	7,077	23,620	29%	30,042	-21%
Telephone	595,400	18,829	458,257	77%	281,437	63%
Gasoline	66,150	2,785	25,886	39%	33,991	-24%
Subscriptions	502,798	13,537	274,216	55%	247,862	11%
Rentals and Leases	627,782	18,807	248,556	40%	270,101	-8%
Repairs and Maintenance	731,863	8,713	256,637	35%	280,897	-9%
Freight	98,500	1,626	33,955	34%	44,794	-24%
Special Events	394,085	9,487	134,183	34%	88,998	51%
Retirement Recognitions	7,500	712	1,658	22%	2,644	-37%
Postage	255,000	3,680	69,468	27%	105,212	-34%
Contingency	610,000	198,574	362,659	59%	3,000	11989%
Remodeling and Renovations	1,595,810	6,576	41,960	3%	59,420	-29%
Library Books	85,000	9,451	49,384	58%	52,058	-5%
Furniture and Equipment	2,323,854	300,503	1,322,326	57%	386,629	242%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	66,815	-	34,397	51%	328,953	-90%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	457,396	9,489	159,604	35%	152,549	5%
Foster Care & Killed on Duty Grant	80,000	-	18,950	24%	16,705	13%
Federal SEOG Match	90,894	-	31,500	35%	38,344	-18%
Principal Payments	2,180,000	-	2,180,000	100%	2,070,000	5%
Interest Payments	1,508,238	-	778,743	52%	833,115	-7%
Fee Payments	1,500	-	750	50%	829	-10%
TOTAL EXPENSES	\$ 178,726,356	\$ 12,654,349	\$ 80,550,028	45%	\$ 79,333,714	2%

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
ADULT SUPPLEMENTARY EDUCATION & STUDENT ACTIVITY FUNDS**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ADULT SUPPLEMENTARY EDUCATION FUND					
Tuition and Fees	\$ 3,905,580	\$ 253,620	\$ 1,905,932	49%	\$ 1,379,319
Investment Income	20,000	8,121	46,537	233%	10,403
Other Income	1,502,000	135,644	603,276	40%	521,797
TOTAL REVENUE	\$ 5,427,580	\$ 397,385	\$ 2,555,745	47%	\$ 1,911,519
Salaries and Benefits	\$ 3,388,475	\$ 138,647	\$ 1,024,704	30%	\$ 1,060,809
Current Operating	4,298,592	254,560	1,357,130	32%	1,238,582
Capital	160,391	-	-	0%	18,585
TOTAL EXPENSES	\$ 7,847,458	\$ 393,207	\$ 2,381,834	30%	\$ 2,317,976
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,372,323		\$ 2,208,861
Revenues Over Expenses			173,911		(406,457)
Encumbrances & Other Activity			(1,008,145)		(1,050,996)
Ending Balance			\$ 538,089		\$ 751,408
STUDENT ACTIVITY FUND					
Tuition and Fees	\$ 1,904,000	\$ (1,764)	\$ 1,139,779	60%	\$ 1,095,809
Investment Income	18,000	5,227	35,757	199%	7,541
Other Income	8,000	120	2,167	27%	3,560
TOTAL REVENUE	\$ 1,930,000	\$ 3,583	\$ 1,177,703	61%	\$ 1,106,911
Salaries and Benefits	\$ 445,273	\$ 24,994	\$ 138,015	31%	\$ 145,946
Current Operating	935,806	16,929	378,684	40%	316,670
Grants/Scholarships	1,446,692	32,756	623,113	43%	650,677
TOTAL EXPENSES	\$ 2,827,771	\$ 74,679	\$ 1,139,811	40%	\$ 1,113,293
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,214,098		\$ 1,478,536
Revenues Over Expenses			37,892		(6,383)
Encumbrances & Other Activity			(156,134)		(197,759)
Ending Balance			\$ 1,095,856		\$ 1,274,394

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
OTHER FUNDS**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
MOTORCYCLE DRIVER SAFETY FUND					
Tuition and Fees	\$ 160,000	\$ 1,161	\$ 62,374	39%	\$ 69,203
Other Income	40,000	-	39,360	98%	41,410
TOTAL REVENUE	\$ 200,000	\$ 1,161	\$ 101,734	51%	\$ 110,613
Salaries and Benefits	\$ 115,500	\$ 1,441	\$ 36,333	31%	\$ 39,712
Current Operating	23,400	5	4,080	17%	550
Capital	21,000	-	-	0%	-
TOTAL EXPENSES	\$ 159,900	\$ 1,446	\$ 40,413	25%	\$ 40,261
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,242,904		\$ 1,161,804
Revenues Over Expenses			61,321		70,352
Encumbrances & Other Activity			995		720
Ending Balance			\$ 1,305,220		\$ 1,232,876
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	\$ 2,214,000	\$ 143,678	\$ 657,910	30%	\$ 378,291
TOTAL REVENUE	\$ 2,214,000	\$ 143,678	\$ 657,910	30%	\$ 378,291
Salaries and Benefits	\$ 1,032,567	\$ 37,928	\$ 364,477	35%	\$ 165,048
Current Operating	972,500	55,976	187,941	19%	78,835
Capital	538,502	-	-	100%	-
TOTAL EXPENSES	\$ 2,543,569	\$ 93,904	\$ 552,418	22%	\$ 243,883
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,354,084		\$ 1,102,867
Revenues Over Expenses			105,492		134,407
Encumbrances & Other Activity			(704,240)		(113,761)
Ending Balance			\$ 755,336		\$ 1,123,514
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	\$ 317,491	\$ -	\$ 23,072	7%	\$ 27,668
Interest Income	-	6,132	34,262	100%	6,224
TOTAL REVENUE	\$ 317,491	\$ 6,132	\$ 57,334	18%	\$ 33,891
Current Operating	\$ 500,000	\$ 98,261	\$ 150,507	30%	\$ 326,886
TOTAL EXPENSES	\$ 500,000	\$ 98,261	\$ 150,507	30%	\$ 326,886
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,547,334		\$ 1,584,726
Revenues Over Expenses			(93,173)		(292,995)
Encumbrances & Other Activity			(92,716)		5,367
Ending Balance			\$ 1,361,445		\$ 1,297,099

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
AUXILIARY ENTERPRISE FUND - SCHEDULE 1**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUES					
Cosmetology	\$ 9,000	\$ 290	\$ 6,076	68%	\$ 11,141
Bookstore	6,774,400	123,980	2,937,682	43%	2,967,785
Dining Services	2,599,528	25,538	1,328,284	51%	1,134,563
Hiersteiner Center	-	-	- †	0%	462,859
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	536	30%	775
Hospitality Management & Pastry Program	60,000	1,544	20,555	34%	27,055
Campus Farm	16,500	-	13,666	83%	13,774
Investment Income	15,000	397	16,280	109%	7,897
TOTAL REVENUES	\$ 9,478,228	\$ 151,749	\$ 4,323,080	46%	\$ 4,625,849
EXPENSES					
Cosmetology	\$ 9,500	\$ -	\$ 3,551	37%	\$ 7,099
Bookstore	6,440,275	165,446	2,792,468	43%	2,950,841
Dining Services	3,876,778	240,676	1,601,459	41%	1,764,006
Hiersteiner Center	-	-	- †	0%	801,252
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	531	29%	1,416
Hospitality Management & Pastry Program	65,000	238	27,416	42%	26,082
Campus Farm	16,500	11	3,822	23%	3,945
SUBTOTAL	\$ 10,411,853	\$ 406,371	\$ 4,429,247	43%	\$ 5,554,641
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 10,000	\$ -	\$ 856	9%	\$ 2,347
Director	170,084	15,763	64,866	38%	297
Budget Reallocation Pool	100,000	-	-	0%	-
TOTAL EXPENSES	\$ 10,691,937	\$ 422,134	\$ 4,494,969	42%	\$ 5,557,285
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 298,431		\$ 1,838,826
Revenues Over Expenses			(171,889)		(931,436)
Encumbrances & Other Activity			(391,432)		(559,571)
Ending Balance			\$ (264,890)		\$ 347,819

† Activity has been combined into General Fund in FY24.

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
AUXILIARY ENTERPRISE FUND - SCHEDULE 2**

	2023-2024 YEAR TO DATE NET	2022-2023 YEAR TO DATE NET	NET CHANGE FROM PRIOR YR
Cosmetology	\$ 2,525	\$ 4,042	\$ (1,517)
Bookstore	145,214	16,943	128,270
Dining Services	(273,175)	(629,442)	356,267
Hiersteiner Center	- †	(338,393)	338,393
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	5	(641)	647
Hospitality Management & Pastry Program	(6,861)	973	(7,834)
Campus Farm	9,844	9,828	16
	<u>\$ (122,448)</u>	<u>\$ (936,689)</u>	<u>\$ 814,242</u>

† Activity has been combined into General Fund in FY24.

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
PLANT & OTHER FUNDS

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,470,207		\$ 1,470,207		\$ 1,730,697
TOTAL REVENUE	1,383,600	\$ (1,265)	817,537	59%	785,797
TOTAL EXPENSES	1,706,650	318	1,599,348	94%	1,570,648
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 688,396</u>		<u>\$ 945,845</u>
INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 429,760		\$ 429,760		\$ 296,501
TOTAL REVENUE	-	\$ 12,498	74,990	100%	74,990
TOTAL EXPENSES	250,000	-	-	0%	2,582
Encumbrances & Other Activity			(10,040)		-
Ending Balance			<u>\$ 494,711</u>		<u>\$ 368,909</u>
CAPITAL OUTLAY					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 8,942,696		\$ 8,942,696		\$ 6,930,271
TOTAL REVENUE	7,987,798	\$ 45,087	638,859	8%	452,144
TOTAL EXPENSES	7,303,500	114,132	534,511	7%	(49,082)
Encumbrances & Other Activity			(4,466,355)		(1,111,003)
Ending Balance			<u>\$ 4,580,689</u>		<u>\$ 6,320,493</u>
CAMPUS DEVELOPMENT FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,422,099		\$ 1,422,099		\$ 1,541,591
TOTAL REVENUE	824,160	\$ (759)	490,522	60%	471,585
TOTAL EXPENSES	750,000	625	96,395	13%	48,132
Encumbrances & Other Activity			(131,411)		(9,710)
Ending Balance			<u>\$ 1,684,815</u>		<u>\$ 1,955,334</u>
PHASE 3 FACILITIES MASTER PLAN					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 2,505,055		\$ 2,505,055		\$ 3,352,596
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	2,332,622	726,285	2,579,553	111%	187,720
Encumbrances & Other Activity			1,712,946		2,768,230
Ending Balance			<u>\$ 1,638,448</u>		<u>\$ 5,933,106</u>
ALL OTHER FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,692,289		\$ 1,692,289		\$ 4,894,423
TOTAL REVENUE	19,175,858	\$ 993,796	18,458,987	96%	13,513,919
TOTAL EXPENSES	17,028,644	716,284	14,792,422	87%	12,252,144
Encumbrances & Other Activity			(5,607,517)		(3,385,601)
Ending Balance			<u>\$ (248,662)</u>		<u>\$ 2,770,597</u>
GRAND TOTAL ALL FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 145,584,107		\$ 145,584,107		\$ 145,168,117
TOTAL REVENUE	235,897,452	\$ 2,378,655	70,217,558	30%	61,394,098
TOTAL EXPENSES	240,082,004	16,574,684	116,945,207	49%	110,958,008
Encumbrances & Other Activity			(7,825,385)		(5,190,375)
Ending Balance			<u>\$ 91,031,073</u>		<u>\$ 90,413,832</u>

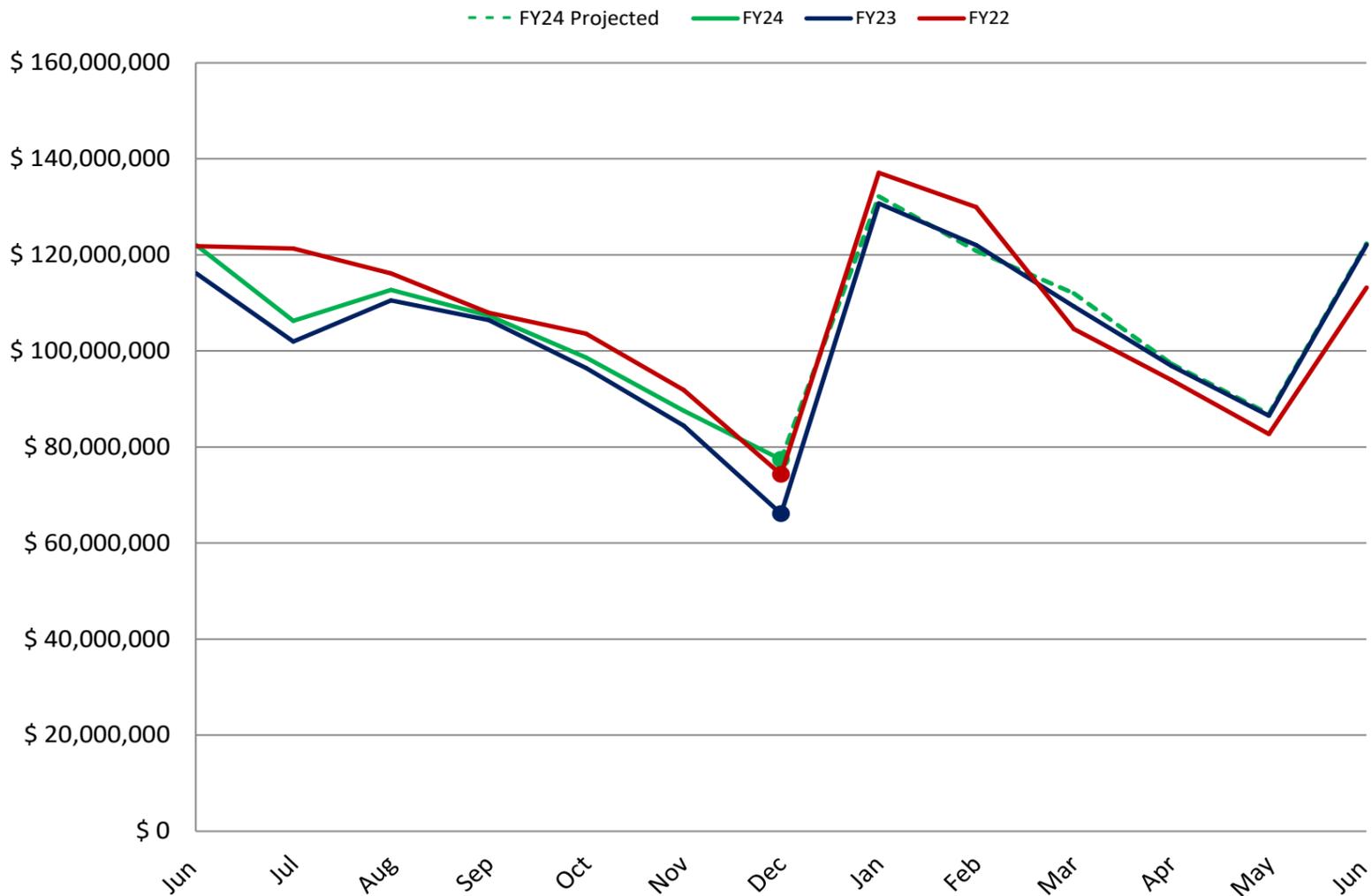
**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
INVESTMENTS**

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
US TREASURY NOTES	06/06/22	12/15/23	2.36%	\$ 3,150,000	
US TREASURY NOTES	01/23/23	12/15/23	4.51%	8,530,000	
US TREASURY NOTES	06/06/22	12/31/23	2.37%	3,150,000	
US TREASURY NOTES	06/06/22	01/15/24	2.39%		\$ 3,150,000
US TREASURY NOTES	06/06/22	01/31/24	2.41%		3,150,000
US TREASURY NOTES	06/06/22	02/15/24	2.42%		3,150,000
US TREASURY NOTES	06/06/23	02/15/24	5.10%		3,023,000
US TREASURY NOTES	06/06/22	02/29/24	2.43%		3,150,000
US TREASURY NOTES	06/06/23	02/29/24	5.06%		3,066,000
US TREASURY NOTES	06/06/22	03/15/24	2.46%		3,150,000
US TREASURY NOTES	06/06/23	03/15/24	5.02%		6,220,000
US TREASURY NOTES	06/06/22	03/31/24	2.47%		3,150,000
US TREASURY NOTES	04/18/22	04/15/24	2.34%		5,200,000
COMMERCE BANK	05/10/23	04/26/24	4.70%		7,093,833
US TREASURY NOTES	06/06/22	04/30/24	2.50%		3,870,000
US TREASURY NOTES	06/06/22	05/15/24	2.53%		3,150,000
US TREASURY NOTES	06/06/22	05/31/24	2.55%		3,150,000
US TREASURY NOTES	06/06/23	05/31/24	5.02%		6,145,000
US TREASURY NOTES	08/15/22	06/30/24	3.05%		2,250,000
US TREASURY NOTES	06/06/23	06/30/24	4.98%		6,045,000
US TREASURY NOTES	06/06/23	07/15/24	4.93%		3,200,000
US TREASURY NOTES	06/15/23	07/15/24	4.95%		3,145,000
US TREASURY NOTES	08/15/23	08/08/24	4.80%		5,252,000
US TREASURY NOTES	08/31/23	08/08/24	4.93%		5,475,000
US TREASURY NOTES	11/30/23	09/15/24	5.08%		3,225,000
US TREASURY NOTES	12/15/23	09/30/24	2.13%		1,750,000
COMMERCE BANK	10/27/23	10/03/24	5.28%		5,123,038
US TREASURY BILLS	11/15/23	10/03/24	4.76%		2,825,000
US TREASURY NOTES	06/15/23	11/30/24	4.75%		3,005,000
US TREASURY NOTES	07/17/23	04/30/25	2.88%		5,330,000
US TREASURY NOTES	06/15/23	06/15/25	4.44%		3,107,000
US TREASURY NOTES	07/20/23	06/30/25	2.75%		5,250,000
US TREASURY NOTES	09/22/23	07/31/25	2.88%		5,300,000
US TREASURY NOTES	08/31/23	08/31/25	5.00%		5,200,000
		TOTAL			125,299,871
Municipal Investment Pool: (MIP) Daily Rate	12/01/23	12/31/23	4.02%		155,227
		GRAND TOTAL			\$ 125,455,097

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
CASH AND POOLED INVESTMENT ANALYSIS**

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	\$ 97,859,433	\$ 20,457,813	\$ 77,401,620	\$ 66,092,437
Adult Supplementary Education Fund	1,925,753	1,387,664	538,089	751,408
Student Activity Fund	1,239,496	143,640	1,095,856	1,274,394
Motorcycle Driver Safety Fund	1,305,220	-	1,305,220	1,232,876
Truck Driver Training Fund	1,464,975	709,639	755,336	1,123,514
Auxiliary Enterprise Funds	94,144	359,034	(264,890)	347,819
Revenue Bond Debt Service Fund	722,513	34,117	688,396	945,845
COM & ITC Repair and Replacement Reserve Funds	504,751	10,040	494,711	368,909
Capital Outlay Funds	10,692,190	6,111,501	4,580,689	6,320,493
Campus Development Fund	1,890,125	205,309	1,684,815	1,955,334
Phase 3 Facilities Master Plan	4,460,528	2,822,080	1,638,448	5,933,106
Special Assessments Fund	1,454,161	92,716	1,361,445	1,297,099
All Other Funds	8,937,795	9,186,457	(248,662)	2,770,597
TOTAL	\$ 132,551,083	\$ 41,520,010	\$ 91,031,073	\$ 90,413,832

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



The line chart shows the unencumbered cash balances in the General Fund throughout the year for the last three years. For December, the ending balances were approximately \$77.4 million for 2024, \$66.1 million for 2023, and \$74.3 million for 2022. The estimated fiscal year 2024 ending balance is \$122.3 million.

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
DECEMBER 31, 2023
50% OF FISCAL YEAR EXPIRED
FOUNDATION**

	ACTIVITY YEAR TO DATE DECEMBER 31, 2023	PRIOR YEAR ACTIVITY TO DATE	\$	CHANGE	CHANGE	%
FOUNDATION						
Contribution Income	\$ 1,649,131	\$ 3,559,855				
Event Revenue	586,550	357,384				
Investment Income	2,332,651	455,442				
Other Revenue	69,759	37,768				
TOTAL REVENUE	<u>\$ 4,638,092</u>	<u>\$ 4,410,449</u>	\$	227,643		5.2 %
Student Assistance	\$ 14,231	\$ 10,991				
Program Support	182,640	137,010				
Project Support	1,272	2,128				
Campus Support	34,971	34,983				
Programming Expenses	272,002	120,154				
General & Administrative Expenses	376,026	171,134				
TOTAL EXPENSES	<u>\$ 881,142</u>	<u>\$ 476,401</u>	\$	404,741		85.0 %
Balance Forward	\$ 45,955,637	\$ 41,036,734				
Revenues Over Expenses	3,756,950	3,934,047				
Ending Balance	<u>\$ 49,712,587</u>	<u>\$ 44,970,781</u>	\$	4,741,806		10.5 %

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	Additional Information
Baldwin City School District, USD 348; Blue Valley School District, USD 229; De Soto School District, USD 232; Eudora School District, USD 491; Gardner Edgerton School District, USD 231; Lawrence School District, USD 497; Louisburg School District, USD 416;	Early College Career Pathways	Credit	Renewal for 2024-2025 2025-2026 2026-2027	Cooperative Agreement: The college and school district will enter into an MOU agreement to establish an articulation partnership to create a systematic, seamless student transition process from secondary to postsecondary education that maximizes use of resources and minimizes duplication. This Agreement is designed to provide students with a non-duplicative sequence of progressive achievement leading to a technical skill proficiency, a credential, a certificate and linked through credit transfer

<p>Olathe School District, USD 233;</p> <p>Shawnee Mission School District, USD 512;</p> <p>Spring Hill School District, USD 230</p>				<p>agreements between both the College and the School District.</p>
<p>The Regents of the University of Michigan (UM)</p>	<p>The PAVE Program</p>	<p>Veteran & Military Student Services</p>	<p>Renewal to extend the term through December 31st 2024.</p>	<p>Services Agreement where UM provides the PAVE program and portal access for training College personnel and student veterans to provide outreach, support and peer advising to veterans who are returning to college on the GI Bill; \$5,500 flat fee for the term</p>

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
Executive Vice President/Provost

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 1, 2024

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 February 15, 2024 board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
1/05/2024	00718250 - 00718347	AP	258,577.00
1/05/2024	!0047625 - !0047685	ACH	859,347.80
1/05/2024	J0220446	P-Card ACH	44,573.72
1/11/2024	W0000243	WIRE	1,774,151.38
1/12/2024	00718348 - 00718484	AP	390,229.47
1/12/2024	!0047686 - !0047739	ACH	483,595.33
1/19/2024	J0220514	P-Card ACH	147,690.13
1/19/2024	00718485 - 00718565	AP	1,111,680.47
1/19/2024	!0047740 - !0047785	ACH	1,070,203.10
1/26/2024	00718566 - 00718694	AP	453,039.83
1/26/2024	!0047786 - !0047838	ACH	420,753.31
1/26/2024	J0220569	P-Card ACH	137,575.36
			\$7,151,416.90

Tuition Refunds and Financial Aid Disbursements

1/05/2024	10192954 - 10192963	8,356.00
1/12/2024	10192964 - 10192973	8,569.81
1/19/2024	10192974 - 10192982	7,631.60
1/26/2024	10192983 - 10193064	30,586.83
01/01 – 01/26/2024	Refund ACH	53,177.10
		<hr/>
		\$108,321.34
		<hr/>
Total Cash Disbursements		<u>\$7,259,738.24</u>

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 \$7,259,738.24.

Janelle Vogler
Vice President and Chief Financial Officer

Rachel Lierz
Executive Vice President
Finance & Administrative Services

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 15, 2024

CURRICULUM

REPORT:

New Course, Effective Academic Year 2024-2025

- ACCT 210 Data Analytics for Accounting

Course Modifications, Effective Academic Year 2024-2025

- BOT 101 Keyboarding
- BOT 105 Business Document Preparation and Management
 - Title change to: Business Document Preparation
- BOT 130 Business Office Procedures
- BOT 141 Electronic Health Records Applications
- BOT 150 Records Management
- BOT 170 Introduction to Medical Coding and Billing
- BOT 260 Desktop Publishing for Office
- BOT 265 Business Office Simulation
- BOT 275 Office Internship
- ELTE 110 AC/DC Circuits
- ELTE 115 Print Reading
- ELTE 122 National Electrical Code I
- HCIS 255 Technology Concepts in Healthcare
 - Title change to: Technology Concepts and Cybersecurity in Healthcare
- HMG1 126 Food Management
- HPER 245 Elementary Physical Education
 - Title change to: Health and Physical Education for the Elementary Classroom Teacher
- MATH 191 Math & Physics for Games I
- MATH 242 Calculus II
- PHYS 191 Math & Physics for Games I

Course Deactivations, Effective Academic Year 2024-2025

- ACCT 142 Data Analytics for Accounting
- BOT 160 Legal Document Preparation and Terminology
- CO 100 Esthetics
- CO 101 Esthetics Clinical
- CO 102 Intermediate Esthetics
- CO 103 Intermediate Esthetics Clinical

- CO 104 Esthetics Essentials
- CO 105 Esthetics Essentials Clinical
- CO 106 Advanced Esthetics
- CO 107 Advanced Esthetics Clinical
- CO 109 Nail Technology
- CO 110 Cosmetology I
- CO 111 Cosmetology II
- CO 112 Cosmetology III
- CO 212 Cosmetology Instructor Training
- CO 113 Cosmetology IV
- CO 114 Cosmetology Business

Program Modifications, Effective Academic Year 2024-2025

- 2400-AAS: Accounting
- 2680-AAS: Administrative Assistant
- 5050-CERT: Legal Administrative Assistant
- 5310-CERT: Medical Office Specialist
- 5320-CERT: Administrative Assistant

Program Deactivations, Effective Academic Year 2024-2025

- 2090-AAS: Cosmetology
- 3000-AAS: Esthetics
- 3100-CERT: Nail Technology Certificate
- 3080-CERT: Esthetics Certificate
- 3090-CERT: Cosmetology Certificate
- 3740-CERT: Cosmetology Instructor Training Certificate

RECOMMENDATION:

The college administration recommends that the Board of Trustees approve the changes to the curriculum as indicated.

Gurbhushan Singh
Vice President Academic Affairs/CAO

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 15, 2024

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grants, contracts and awards have been approved for funding.

1. Carl Perkins Program Improvement Grant FY24 – *additional funding*
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: Additional funding awarded based on 2022 performance.
Duration: December 20, 2023 – June 30, 2024
Grant Administrator: Shelia Mauppin
Amount Funded: \$5,500
JCCC Match: -0-
Applicant: JCCC
2. Adult Education Workforce Innovation and Opportunity Act Grant FY24 – *additional funding*
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: Additional federal funding to support professional development.
Duration: January 18, 2024 – June 30, 2024
Grant Administrator: Leslie Dykstra
Amount Funded: \$600
JCCC Match: - 0 -
Applicant: JCCC

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

1. Envision Equity Grant
Funding Agency: National Education Association Foundation
Purpose: To support student voter outreach events during the Fall 2024 semester leading up to Election Day.
Duration: August 1, 2024 – February 28, 2025
Grant Administrator: Andrea Vieux
Amount Requested: \$3,688

JCCC Match: - 0 -
Applicant: JCCC

RECOMMENDATION:

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

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 15, 2024

2025-2026 ACADEMIC CALENDAR

REPORT:

As directed by the Memorandum of Agreement between the Faculty Association and the Board of Trustees, a calendar committee was formed and is recommending the academic calendar for 2025-26 as shown on the following pages. This calendar shell is recommended to be approved to allow advance planning for curriculum development, administrative coordination or state and federal legislation. Some dates may be revisited due to contract negotiations, area school district schedule adjustments, curricular changes, or future unforeseen needs.

Some dates may be revisited due to contract negotiations, area school district schedule adjustments, curricular changes, or future unforeseen needs.

RECOMMENDATION:

It is the recommendation of the college administration and the Faculty Association that the Board of Trustees approve the 2025-26 academic calendar as shown subsequently in the board packet.

L. Michael McCloud
Executive Vice President/Provost

Judy Korb
Interim President

Fall 2025

August

11	Monday	Staff on 10-month contract return.
18	Monday	Staff on 9-month contract return.
18-22	Monday-Friday	Professional Learning Days for faculty. College offices open.
25	Monday	First day of fall semester.

September

1	Monday	Labor Day Holiday. Classes not in session. College offices closed.
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November

17	Monday	Last day to request a pass/fail grade option or to withdraw with a "W" from a fall full semester course.
26-28	Wednesday-Friday	Thanksgiving Day Holiday. Classes not in session. College offices closed.

December

7	Sunday	Last day of fall classes.
8	Monday	Stop Day. No classes held. College offices open. Final exams for evening classes only.
9-15	Tuesday-Monday	Scheduled final exams.
15	Monday	Last day of fall semester.
15-19	Monday-Friday	In-service days. College offices open.
16	Tuesday	Grades entered online by professors by 5:00 p.m.
19	Friday	Last day for staff on 9 and 10-month contract.
24-Jan. 1	Wednesday - Thursday	Winter Break. College offices closed

Winter 2025-26

December

15	Monday	First day of winter session credit classes
24-Jan. 1	Wednesday - Thursday	Winter Break. College offices closed

January

2	Friday	Last day to request a pass/fail grade option or to withdraw with a "W" from a winter session course.
9	Friday	Last day of winter session.
12	Monday	Grades entered online by professors by 5 p.m.

Spring 2026

January

2	Friday	Staff on 10-month contract return.
13	Tuesday	Staff on 9-month contract return.
13-16	Tuesday-Friday	Professional Learning Days for faculty. College offices open.
19	Monday	Martin Luther King, Jr. Day. College offices closed.
20	Tuesday	First day of spring semester.

March

16-22	Monday-Sunday	Spring Break. Classes not in session. College offices open, Monday through Friday.
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April

15	Wednesday	Last day to request a pass/fail grade option or to withdraw with a "W" from a spring full semester course.
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May

10	Sunday	Last day of spring semester classes.
11	Monday	Stop Day. No classes held. College offices open. Final exams for Monday evening classes only.
12-18	Tuesday-Monday	Scheduled final exams.
18	Monday	Last day of spring semester.
18-22	Monday-Friday	In-service days. College offices open.
19	Tuesday	Grades entered online by professors by 5 p.m.
22	Friday	Commencement. Last day for staff on 9-month contract.
25	Monday	Memorial Day Holiday. College offices closed.
29	Friday	Last day for staff on 10-month contract.

Summer 2026

June

8	Monday	First day of 8-week courses and first 4-week courses of summer session.
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July

2	Thursday	Last day of first 4-week courses of summer session. Final exams are held on the last day of each course unless otherwise specified by the instructor.
3	Friday	Independence Day Holiday. College offices closed.
6	Monday	First day of second 4-week courses of summer session
15	Wednesday	Last day to request a pass/fail grade option or to withdraw with a "W" from a summer 8-week course.
30	Thursday	Last day of 8-week courses and second 4-week courses of summer session. Final exams are held on the last day of each course unless otherwise specified by the instructor.*

August

3 Monday Grades entered online by professors by 5 p.m.

* Due to the length of the final exam for some courses, students may be required to attend class on the Friday following the last day of the session to take their final exam.

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 15, 2024

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Edward Ronnebaum is retiring from the college. He has requested that in lieu of a retirement gift, the \$150 designated for this gift be donated to the JCCC Foundation student scholarship fund. Mr. Ronnebaum's funds will go to the JCCC Foundation Scholarship fund.

RECOMMENDATION:

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

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 15, 2024

HUMAN RESOURCES

1. Retirements

MARIA SWEENEY, Administrative Assistant ARC, Academic Affairs, February 5, 2024.

LENORA COOK, Dean Healthcare Public Safety & Wellness, Academic Affairs, April 30, 2024.

MICHAEL FLUKE, Senior Enterprise Desktop Engineer, Information Services, July 31, 2024.

DANIEL WOLDETSADIK, Lead Custodian, Finance & Administrative Services, February 29, 2024.

STACY BOLINE, Marketing Copywriter, Strategic Communication & Marketing, July 31, 2024.

RECOMMENDATION:

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

2. Separations

JOLEEN RIVERA, Admissions Assistant, Student Success & Engagement, May 2, 2024.

DAMON HAYES, Police Officer, Finance & Administrative Services, January 17, 2024.

RUSSELL COLLINS, Senior Buyer, Finance & Administrative Services, February 2, 2024.

RECOMMENDATION:

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

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

February 15, 2024

HUMAN RESOURCES ADDENDUM

1. Retirement

ELIZABETH INGALA, Tech Support Analyst, Finance & Administrative Services, April 30, 2024.

RECOMMENDATION:

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

Judy Korb
Interim President