

**Johnson County Community College
12345 College Boulevard
Overland Park, Kansas**

**Meeting – Board of Trustees
Hugh Speer Board Room, GEB 137
August 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: Brady Macoubrie and Carson Schmitt | |
| V. Open Forum | Trustee Rayl |
| VI. Board Reports | |
| A. College Lobbyist | Dick Carter |
| B. College Council | Jason Arnett |
| C. Faculty Association | Andrea Vieux |
| D. Johnson County Education Research Triangle | Trustee Smith-Everett |
| E. Kansas Association of Community Colleges | Trustee Cross |
| F. Foundation | Trustee Hamill |
| VII. Committee Reports and Recommendations | |
| A. Audit Committee (pp 1-2) | Trustee Smith-Everett |
| <u>Recommendation: 2025 Working Agenda (p 2)</u> | |
| B. Board Governance Committee (pp 3-7) | Trustee Mitchell |
| <u>Recommendation: Officers Policy 111.02 (pp 3-5)</u> | |

- C. Employee Engagement and Development Committee (pp 8-10) Trustee Jennings
Recommendation: Blue Cross and Blue Shield of
Kansas City (pp 8-9)
Recommendation: Delta Dental (p 9)

- D. Management and Finance Committee (pp 11-17) Trustee Hamill
Recommendation: FY 2024-2025 Budget Publications (p 11)
Recommendation: MTC Generator Replacement and
Improvements (p 13)
Recommendation: Prime Vendor Food and Supplies (p 14)
Recommendation: VMWare Software Subscription (p 15)
Recommendation: Contract Training Courses – Technical
Programming (p 15)

- E. Student Success Committee (pp 18-19) Trustee Rattan

VIII. President's Recommendation for Action

- A. Treasurer's Report (pp 20-29) 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 a Previous Meeting
2. Affiliation, Articulation and Reverse Transfer,
Cooperative and Other Agreements (pp 30-31)
3. Cash Disbursement Report (pp 32-33)
4. Grants, Contracts and Awards (pp 34-35)
5. Retirement Tribute Fund (p 36)
B. Human Resources (p 37)
1. Separations
2. 2024-2025 Staffing Authorization Tables
C. Human Resources Addendum

XII. Executive Session

XIII. Adjournment

Audit Committee Meeting
Minutes
August 1, 2024

The Audit Committee met at 8:30 a.m. on Thursday, August 1, 2024 in GEB 137, the Hugh W. Speers Board Room. Those present were Trustee Laura Smith-Everett, Judy Korb, Rachel Lierz, Mickey McCloud, Janell Vogler, Christina McGee, Jeff Johnson, and Liz Loomis.

Update on Activities and Audits (AU-1)

Payroll Process Assessment - Jeff Johnson, Sr. Auditor, provided background on the Payroll Process internal control design effectiveness assessment. He noted the project assessed the current state of processes and procedures for payroll. Mr. Johnson stated the risks identified have been addressed by management and improvements are being implemented.

Annual Trustee Expense Reimbursement Report – Mr. Johnson provided an update on the annual same-day and overnight travel expenses for JCC Trustees for FY24. He noted travel expenses appear to be reasonable and directly related to the conduct of College business.

Quarterly Projects Update – Mr. Johnson said the Audit & Advisory office is planning for an annual audit risk assessment and a proposed plan will be presented for review at the November meeting. He also said the EthicsPoint system is under review. Mr. Johnson will be attending the ACUA Higher Education Summit in September. He is reviewing revised professional internal auditing standards that become effective in January 2025.

Audit Recommendations Follow-up Matrix (AU-2)

Mr. Johnson shared updates on the status of the Bookstore Audit. He said the Bookstore staff have addressed all the previous findings and developed procedures for future audits.

JCCC Ethics Report Line Update (AU-3)

Quarterly Summary Report – Mr. Johnson provided information on the ethics report line for April 23 through July 21, 2024. He said ten reports were received and all cases have been addressed and closed. Mr. Johnson also said seven cases were received via HR channels and those have also been addressed and closed.

**JCCC AUDIT COMMITTEE
WORKING AGENDA
FY ~~2024~~2025**

AU-1	Review audit reports and discuss current Audit & Advisory Services activities	February, May, August, and November
AU-2	Review status of audit recommendations from completed internal and external audits	February, May, August, and November
AU-3	Quarterly report – JCCC Ethics Report Line (Annual Benchmarking Report in May)	February, May, August, and November
AU-4	Annual Summary Reports – KOPS Watch/BIT & Student Complaint Portal	August
AU- 54	Planning meeting with external auditors	May
AU- 65	Performance Review – Director, Audit and Advisory Services	February
AU- 76	Review and approve Audit Committee Working Agenda	August
AU- 87	Annual Trustee Expense Reimbursement Report	August
AU- 98	Review Audit Committee Charter	November
AU- 109	Review proposed audit plan for upcoming year	November
AU- 1110	Review audited financial statements and recommend acceptance to the Board	November
AU- 1211	Executive session	As necessary

Recommendation:

It is the recommendation of the Audit Committee that the Board of Trustees approve the 2025 Audit Committee working agenda.

Board Governance Committee
Minutes
August 7, 2024

The Board Governance Committee met at 11:45 a.m. on Wednesday, August 7, 2024 in GEB 137. Those present were Trustees Greg Mitchell, Dawn Rattan; Staff Judy Korb, Caitlin Murphy, Kelsey Nazar by telephone, and Liz Loomis, recorder.

Review 100 Series Policies

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

- Numbers and Selection of Trustees Policy 111.01
- Officers Policy 111.02
- Committees Policy 111.03

The Board Governance Committee did not propose changes to Numbers and Selection of Trustees Policy 111.01 and Committees Policy 111.03. Proposed changes for Officers Policy 111.02 can be found on the following page.

Recommendation:

It is the recommendation of the Board Governance Committee that the Board of Trustees accept the recommendation to approve modification to the Officers Policy 111.02, as shown subsequently in the Board packet.

Officers Policy 111.02

Johnson County Community College

Series: 100 Board of Trustees

Section: Organization of the Board

Applicability: This Policy applies to the Johnson County Community College ("JCCC" or the "College") Board of Trustees (the "Board").

Purpose: The purpose of this Policy is to set out the officer positions and their duties.

Statement:

Pursuant to K.S.A. 71-201, the Board shall select its own officers as it may deem desirable, from among its own membership. The officers of the Board are Chair, Vice Chair, Treasurer and Secretary. The Secretary may be the chief administrative officer of the College or such other employee of the College as authorized by the Board. All other officers shall be Board members. To be eligible for election as Chair, a Board member shall have served at least one full year a minimum of twelve (12) months in the past as a member of the Board prior to election-serving as Chair. Each office shall be filled by majority vote of the Board following nomination and second from the floor by members of the Board at the annual Organizational Meeting in accordance with the Meetings of the Board Policy. Officers will serve for a term of one year or until a successor is appointed to such position. Modifications to the Board officers and committee members may be voted upon periodically: by majority vote to fill vacancies or to address unforeseen scheduling conflicts of Board members, or by a vote of five (5) members of the Board as otherwise deemed necessary.

An ad hoc nominating committee will be appointed by the Chair to recommend such officers to the Board. Each officer is subject to the approval of by a majority vote of the Board. To promote varied representation, no Trustee may be nominated for or serve in the same office for more than two consecutive years at a time. A Trustee completing a second consecutive term in an office of the Board shall not be eligible for re-election to that office for a minimum period of twelve (12) calendar months following the next annual Organization Meeting.

Officers:

Officers of the Board will perform the general duties ascribed to each position below either personally or through designee.

I. Duties of Chair

- A. Presides at meetings of the Board of Trustees;
- B. Calls special meetings as necessary;
- C. Acts as spokesperson for the Board in communication to the public;

- D. Approves Trustees travel requests;
- E. Reviews and approves travel and expense reimbursement for other Trustees and the College President in accordance with Reimbursement of Travel Expenses Policy 216.01; and
- F. Performs other duties as may be prescribed by law, assigned by the Board or reasonably necessary to carry out duties as Chair.

II. Duties of Vice Chair

- A. Acts as temporary chair in the absence of the Chair or at his/her request;
- B. Acts as parliamentarian for Board meetings, in consultation with Board counsel;
- C. Reviews and approves travel and expense reimbursement for Chair of the Board in accordance with Reimbursement of Travel Expenses Policy 216.01; and
- D. Performs other duties as may be prescribed by law, assigned by the Board or reasonably necessary to carry out duties as Vice Chair.

III. Duties of Treasurer (in conjunction with the president of the College or designee, if applicable)

- A. Through administrative staff, receives and arranges for custody of all College funds
- B. Reviews reports regarding the status of College funds and informs the Board of the fiscal condition of the College;
- C. Signs financial documents as prescribed by law; and
- D. Performs other duties as may be prescribed by law, assigned by the Board or reasonably necessary to carry out duties as Treasurer.

IV. Duties of Secretary (in conjunction with the president of the College or designee, if applicable)

- A. Prepares and distributes agendas for all meetings of the Board;
- B. Notifies Board members of the dates/times of all meetings of the Board;
- C. Provides for a record of the minutes of all meetings and transmits a copy to each member;
- D. Provides for the proper custody of all records, proceedings and documents of the Board; and
- E. Performs other duties as may be prescribed by law, assigned by the Board or reasonably necessary to carry out duties as Secretary.

Date of Adoption:

Revised: 06/17/1993, 11/06/1997, 05/21/2009, 07/16/2009, 01/18/2018,
11/18/2021, 11/17/2022, 08/17/2023, 08/15/2024

Process for Board Self-Review

Trustee Mitchell led a discussion for an upcoming Board Self-Review. It was determined that Trustees Mitchell and Rattan would reach out to ACCT on their recommended Trustees self-evaluation forms and processes, and potentially bring it for a retreat topic at a future retreat.

Board Retreat Planning

Trustee Mitchell led a discussion on board retreat topics, which included Board Self-Review, ALICE training, and the Strategic Plan process. A Fall Board retreat is being planned and dates will be sent to Trustees for consideration.

The next Board Governance committee meeting is November 6, 2024.

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

Employee Engagement and Development Committee Minutes
August 7, 2024

The Employee Engagement and Development Committee met at 10:45am on Wednesday, August 7, 2024, in the Hugh Speer Board Room. Those present were Trustees Valerie Jennings and Lee Cross (via phone), staff Judy Korb, Mickey McCloud, Christina McGee, and Misty Miller, and Holmes and Murphy representatives Michelle Ohlde and Matt Wheeler.

Michelle Ohlde and Matt Wheeler of Holmes Murphy presented the Employee Benefit Plans Renewal information 2025.

Claims for medical and prescription plans are tracking above the contracted target amount. The initial renewal premium increase was projected at 12%. Holmes Murphy and JCCC have established a "market avoidance" approach with BlueKC and requested a tolerable increase of 5% to avoid marketing. BlueKC granted this request. With a 5% renewal increase, the estimated annual premium amount for Benefit Plan Year 2025 will change from \$21,315,186.00 to 22,390,585.00.

This premium rate increase is effective January 1, 2025.

With this 5% increase, medical plan total monthly premium rates are:

Preferred Care Blue-Exclusive Provider Option (EPO):

Employee Only	\$1,317.15
Employee + 1	\$2,410.75
Family	\$3,305.91

Preferred Care Blue-Preferred Provider Option (PPO):

Employee Only	\$1,291.44
Employee + 1	\$2,363.58
Family	\$3,238.55

Preferred Care Blue-High Deductible Health Plan (HDHP):

Employee Only	\$1,153.83
Employee + 1	\$2,111.45
Family	\$2,892.85

Blue Select Plus-Preferred Provider Option (PPO)

Employee Only	\$1,137.09
Employee + 1	\$2,080.56
Family	\$2,850.55

Blue Select Plus-High Deductible Health Plan (HDHP)

Employee Only	\$1,015.98
Employee + 1	\$1,858.66
Family	\$2,546.29

Recommendation:

It is the recommendation of the Employee Engagement and Development Committee that the Board of Trustees accept the recommendation of the college administration, to renew the Blue Cross and Blue Shield of Kansas City contract for employee group medical insurance from January 1, 2025, through December 31, 2025.

Delta Dental's experience projected a premium increase of 11.5%. Due to a guaranteed rate cap, the premium increase for 2025 will be 5%. Delta has offered another rate cap offer for 2026 of 5%. With a 5% renewal increase, the estimated annual premium amount for Benefit Plan Year 2025 will change from \$818,954.00 to 859,866.00.

With the 5% increase, dental plan total monthly premium rates are:

Delta Dental PPO Plus Premier

Employee Only	\$37.52
Employee + 1	\$74.00
Family	\$131.46

Recommendation:

It is the recommendation of the Employee Engagement and Development Committee that the Board of Trustees accept the recommendation of the college administration, to renew the Delta Dental of Kansas contract for employee group dental insurance from January 1, 2025, through December 31, 2025.

EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE
Working Agenda
2024

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

Management and Finance Committee
Minutes
August 7, 2024

The Management and Finance Committee met at 8:30 AM on Wednesday, August 7, 2024, in the Hugh Speer Board Room. Those present were Trustees Mark Hamill, Greg Mitchell, and Lee Cross (by phone); staff: Brett Edwards, Jim Feikert, Tom Hall, Judy Korb, Rachel Lierz, Janelle Vogler, and Linda Nelson, recorder.

Capital Infrastructure Inventory One-, Five- and Ten-year Plan

Tom Hall, Associate Vice President, Campus Services and Facility Planning and Brett Edwards, Director Campus Services and Energy Management, presented the annual overview of the capital infrastructure inventory and replacement plan and related systems and processes. This information is maintained by Campus Services staff and guides the decision-making process and allocation of resources for preventative maintenance and preservation of campus infrastructure.

Fiscal Year 2024-2025 Budget Publications

Janelle Vogler, Vice President/Chief Financial Officer, stated that pursuant to KSA 79-2929, the college is required to publish Notice of the Budget Hearing in a newspaper at least 10 days prior to the Budget Hearing.

The college intends to levy taxes in excess of the Revenue Neutral Rate in 2024-2025. Pursuant to KSA 79-2988, the college is therefore required to publish Notice of the Revenue Neutral Rate Hearing on the college website and in a newspaper at least 10 days prior to the Revenue Neutral Rate hearing.

The Revenue Neutral Rate Hearing and Budget Hearing will be held during the Board of Trustees meeting at 5:00 pm on September 19, 2024.

Recommendation:

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration to authorize the publication of the Notice of Budget Hearing and Notice of Revenue Neutral Rate Hearing for the 2024-2025 budget.

Janelle Vogler
Vice President / Chief Financial Officer

Rachel Lierz
Executive Vice President,
Finance & Administrative Services

Judy Korb
Interim President

Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facility Planning, provided the committee with final reports on the CDL Driving Range construction and the GEB 1st floor renovation as both projects are complete. Information on facilities projects from the capital acquisitions and improvements matrix was provided in the Management and Finance Committee meeting materials.

Other Agreements

Rachel Lierz, Executive Vice President for Finance and Administrative Services, presented the annual renewal of the Facility Rental Agreement which is used for third party facility rentals.

Details can be found in the consent agenda portion of the August 15, 2024, board packet.

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed four bid and single source recommendations.

Bids & Awards: \$150,000+

August 2024 Management & Finance Committee

Bid:	24-059 MTC Generator Replacement and Improvements
Fund:	7111 Capital Outlay
Vendors Notified:	86
Contract Period:	Project Completion
Award Justification:	Most responsive, responsible bidder according to the RFB criteria
Description:	Request for Bid (RFB) for the replacement of a 250 kilowatt generator and affiliated equipment and improvements/upgrades to the 750 kilowatt generator at the Midwest Trust Center (MTC) 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. Ryan Johnson - Maintenance Supervisor

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

1. **Vazquez:** **\$189,633**
2. Pro Circuit Inc.: \$301,668
3. Alpha Energy and Electric: \$508,987

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, LLC for MTC Generator Replacement, in the amount of \$189,633 with an additional 10% contingency of \$18,963 to allow for possible unforeseen costs, for a total amount of \$208,596.

Bid:	24-019 Prime Vendor Food and Supplies
Fund:	1302 Auxiliary, 0201 General
Vendors Notified:	659
Total Contract Period:	9/1/24 - 8/31/29 (Base Year, 4 Renewal Options)
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	To establish an agreement with a prime vendor for campus-wide food and food supplies. The following departments are expected to utilize this service: Dining Services, Food Court, Catering/Concessions, Hiersteiner Child Development Center, Encore & Stacks coffee bars, Bookstore, The Market, WHCA (Wylie Hospitality Culinary Academy).
	The evaluation criteria included pricing, past performance, buying practices and product quality, customer service, and ordering and delivering processes. Vendors provided pricing for over 300 specific market-basket products as well as pricing for other products not specified. At the conclusion of the evaluation process, it was determined that the proposal submitted by US Foods - Premier best met the needs of the College. The below recommendation amount is based on historical spend.

Evaluation Committee

1. Ashawnte Thompson - Executive Director Auxiliary Services
2. Mike Loprete - Director, Dining Services
3. Jason Arnett - Assistant Director, Dining Services
4. Marc McCann - Executive Chef, Dining Services
5. Jim Feikert - Executive Director, Procurement Services

Bid Amounts: Average Market Basket Price

- | | |
|-------------------------------|----------------|
| 1. US Foods - Premier: | \$34.86 |
| 2. US Foods - Vizient: | \$36.59 |
| 3. Evco: | \$38.93 |
| 4. Sysco: | \$39.52 |

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 proposal from US Foods - Premier for an estimated base year of \$750,000 and a total estimated expenditure of \$3,750,000, throughout the renewal options.

Cooperative Bids & Awards: \$150,000+
August 2024 Management & Finance Committee

Cooperative Bid:	VMWare Software Subscription
Fund:	0201 General
Vendors Notified:	N/A
Total Contract Period:	8/1/24 - 7/31/25
Award Justification:	Omnia #R191902
Description:	VMWare software subscription which allows for cloud computing and virtualization to help manage applications and infrastructure across cloud environments. This virtualization software creates a layer of abstraction over computer hardware, allowing a single computer's hardware to be divided into multiple virtual computers/machine (VM). Each VM can run its own operating system and act like an independent computer.

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

1. vCloud Tech: \$155,885

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 cooperative purchase from vCloud Tech for a total estimated expenditure of \$155,885.

Single Source Justifications: \$150,000+
August 2024 Management & Finance Committee

Single Source Justification:	Contract Training Courses - Technical Programming
Fund:	0601 Adult Supplementary Education
Vendors Notified:	N/A
Total Contract Period:	7/1/24 - 6/30/25
215.04 Exception #:	2c. Specific educational objectives 2d. Compatibility with existing equipment
Description:	For technical trainers to deliver computer technology courses for Workforce Development and Continuing Education public enrollment classes and contract trainings to businesses.

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

1. MicroData Systems: \$260,000

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 MicroData Systems, for \$260,000.

Informational Items

Informational reports of Bids and Awards, Cooperative Bids and Awards, Renewals, Single Source purchases, and the Budget Reallocation Report were provided in the Management and Finance Committee meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, September 4, 2024, at 8:30 AM.

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
August 7, 2024

The Student Success Committee met at 9:45 a.m. on Wednesday, August 7, 2024, in GEB 137.

Affiliation Agreements

Shelia Mauppin presented two memorandums of understanding (MOU) and one internship cooperative agreement. Complete details can be found subsequently on the consent agenda of the August 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

Johnson County Community College
Office of the President

August 1, 2024

Treasurer's Report

Report:

The following pages contain a preliminary, unaudited Treasurer's Report for the fiscal year ended June 30, 2024. As of this writing, the college's fiscal year end closing process is not complete, therefore this report does not reflect all year end adjusting entries.

An ad valorem tax distribution of \$50,251,237 was received from the county treasurer during June and was recorded as follows:

General Fund	\$47,040,518
Special Assessment Fund	123,264
Capital Outlay Fund	<u>3,087,455</u>
TOTAL	<u>\$50,251,237</u>

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 June 2024, subject to audit.

Janelle Vogler
Vice President and Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

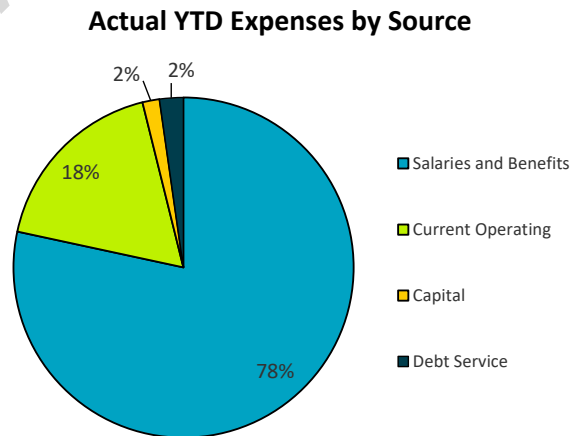
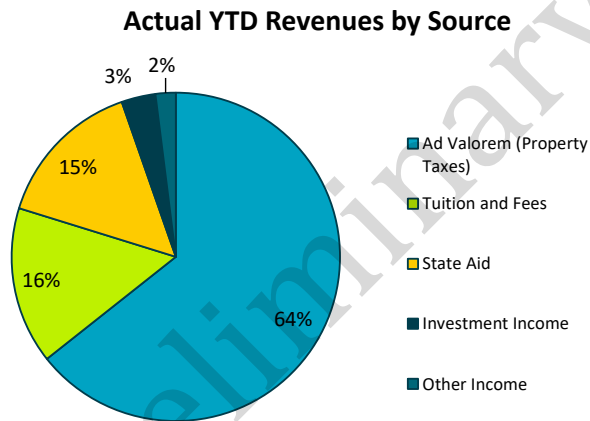
Judy Korb
Interim President

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% 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	\$ 47,040,518	\$ 120,484,486	99%	\$ 114,389,039
Tuition and Fees	26,663,775	(191,711)	28,909,881	108%	26,354,262
State Aid	26,448,697	2,190	27,885,269	105%	27,029,958
Investment Income	1,000,000	741,650	6,243,009	624%	2,437,075
Other Income	3,668,569	423,773	3,738,608	102%	4,148,759
TOTAL REVENUE	\$ 178,970,939	\$ 48,016,419	\$ 187,261,253	105%	\$ 174,359,093
Salaries and Benefits	\$ 138,400,933	\$ 9,413,453	\$ 126,135,476	91%	\$ 122,708,554
Current Operating	32,354,540	3,025,917	28,556,671	88%	26,255,175
Capital	4,281,145	368,350	2,570,096	60%	12,076,419
Debt Service	3,689,738	(27,250)	3,651,596	99%	3,658,343
TOTAL EXPENSES	\$ 178,726,356	\$ 12,780,469	\$ 160,913,839	90%	\$ 164,698,491

Unencumbered Cash Rollforward:

Beginning Balance		\$ 122,092,826	\$ 117,046,418
Revenues Over Expenses		26,347,414	9,660,602
Encumbrances & Other Activity		(3,899,046)	(4,614,194)
Ending Balance		<u>\$ 144,541,194</u>	<u>\$ 122,092,826</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 ad valorem (property taxes) (64%), followed by state aid (16%), tuition and fees (15%), investment income (3%) and other income (2%). The largest source of expenses this year to date is salary and benefits (78%), followed by current operating (18%), debt service (2%), and capital expenses (2%).

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% 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	\$ 6,797,421	\$ 92,281,646	93%	\$ 91,231,305	1%
Benefits	39,311,956	2,616,032	33,853,830	86%	31,477,248	8%
Event Officials	71,282	1,256	71,272	100%	64,173	11%
Legal Services	150,000	9,227	96,123	64%	57,558	67%
Lobbyist Services	30,000	5,417	18,958	63%	-	100%
Audit Services	83,745	3,650	65,695	78%	73,260	-10%
Collection Costs	70,000	3,536	32,578	47%	40,272	-19%
Insurance, Property/Casualty & Rel	1,268,070	1,051	1,259,630	99%	1,021,850	23%
Contracted Services	7,880,128	888,892	6,536,530	83%	5,889,345	11%
SB 155 Shared Funding Payments	483,739	211,744	489,156	101%	375,220	30%
Overnight Travel	1,001,585	127,903	795,629	79%	757,199	5%
Travel - Accreditation	9,615	-	7,428	77%	5,129	45%
Staff Development Training & Travel	319,614	69,484	281,953	88%	291,251	-3%
Faculty Continuing Ed Grants	27,200	1,996	29,910	110%	29,449	2%
Tuition Reimbursement	550,000	66,854	481,688	88%	470,416	2%
Same Day Travel	99,865	9,282	62,999	63%	51,956	21%
Supplies and Materials	6,469,662	748,894	5,338,783	83%	5,268,732	1%
Computer Software & Licenses	4,825,005	120,575	4,628,125	96%	4,143,848	12%
Technical Training	119,008	7,619	98,519	83%	64,937	52%
Applicant Travel	15,950	-	9,432	59%	16,283	-42%
Recruiting Travel	30,327	3,801	29,898	99%	15,390	94%
Printing, Binding & Publications	71,121	6,908	69,426	98%	161,690	-57%
Advertising and Promotions	1,088,410	151,906	1,003,594	92%	1,092,766	-8%
Memberships	384,058	19,047	343,238	89%	345,004	-1%
Accreditation Expenses	57,326	-	51,943	91%	37,881	37%
Bad Debt Expense	130,000	65,000	130,000	100%	130,000	0%
Electric	2,921,000	197,142	2,699,732	92%	2,713,726	-1%
Water	224,100	21,035	210,597	94%	206,304	2%
Natural Gas	82,400	6,843	69,085	84%	99,416	-31%
Unified Communications	511,500	9,176	499,338	98%	318,172	57%
Gasoline	66,150	9,664	57,329	87%	65,085	-12%
Subscriptions	528,703	37,819	515,489	98%	461,769	12%
Rentals and Leases	614,000	20,618	527,977	86%	521,170	1%
Repairs and Maintenance	675,612	60,556	491,431	73%	537,786	-9%
Freight	95,500	23,350	81,934	86%	128,468	-36%
Special Events	394,812	21,294	303,421	77%	228,413	33%
Retirement Recognitions	4,500	250	3,581	80%	12,548	-71%
Postage	221,000	1,208	172,949	78%	193,125	-10%
Contingency	835,805	85,000	630,113	75%	3,000	20904%
Remodeling and Renovations	1,213,140	257,313	450,769	37%	234,324	92%
Library Books	85,000	5,910	84,432	99%	114,538	-26%
Furniture and Equipment	2,348,138	103,316	1,895,439	81%	1,722,408	10%
Art Acquisitions	3,000	1,811	1,811	60%	400	353%
Building Improvements	199,141	-	137,646	69%	10,004,749	-99%
Other Tax Assessments	-	327	327	0%	240	36%
Income Tax	2,500	144	144	6%	-	100%
Grants	415,080	-	227,628	55%	204,517	11%
Foster Care & Killed on Duty Grant	80,000	7,450	48,939	61%	54,233	-10%
Federal SEOG Match	90,894	-	84,150	93%	103,595	-19%
Principal Payments	2,180,000	-	2,180,000	100%	2,070,000	5%
Interest Payments	1,508,238	(27,250)	1,470,096	97%	1,586,764	-7%
Fee Payments	1,500	-	1,500	100%	1,579	-5%
TOTAL EXPENSES	\$ 178,726,356	\$ 12,780,469	\$ 160,913,839	90%	\$ 164,698,491	-2%

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% 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	\$ (305,791)	\$ 3,467,661	89%	\$ 2,790,954
Investment Income	20,000	-	82,811	414%	38,228
Other Income	1,502,000	341,075	1,290,333	86%	1,284,986
TOTAL REVENUE	<u>\$ 5,427,580</u>	<u>\$ 35,284</u>	<u>\$ 4,840,804</u>	<u>89%</u>	<u>\$ 4,114,167</u>
Salaries and Benefits	\$ 3,388,475	\$ 179,717	\$ 2,059,638	61%	\$ 2,023,996
Current Operating	4,298,592	413,948	3,194,599	74%	2,623,446
Capital	160,391	1,370	62,164	39%	43,075
TOTAL EXPENSES	<u>\$ 7,847,458</u>	<u>\$ 595,035</u>	<u>\$ 5,316,400</u>	<u>68%</u>	<u>\$ 4,690,517</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,372,323		\$ 2,208,861
Revenues Over Expenses			(475,596)		(576,349)
Encumbrances & Other Activity			(73,493)		(260,189)
Ending Balance			<u>\$ 823,234</u>		<u>\$ 1,372,323</u>
STUDENT ACTIVITY FUND					
Tuition and Fees	\$ 1,904,000	\$ (7,028)	\$ 2,209,918	116%	\$ 2,000,863
Investment Income	18,000	-	62,649	348%	29,048
Other Income	8,000	277	6,494	81%	8,173
TOTAL REVENUE	<u>\$ 1,930,000</u>	<u>\$ (6,752)</u>	<u>\$ 2,279,060</u>	<u>118%</u>	<u>\$ 2,038,084</u>
Salaries and Benefits	\$ 445,273	\$ 36,974	\$ 333,672	75%	\$ 302,377
Current Operating	935,806	99,637	894,873	96%	771,515
Grants/Scholarships	1,446,692	34,963	1,239,202	86%	1,228,630
TOTAL EXPENSES	<u>\$ 2,827,771</u>	<u>\$ 171,574</u>	<u>\$ 2,467,746</u>	<u>87%</u>	<u>\$ 2,302,522</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,214,098		\$ 1,478,536
Revenues Over Expenses			(188,686)		(264,438)
Encumbrances & Other Activity			(14,859)		-
Ending Balance			<u>\$ 1,010,553</u>		<u>\$ 1,214,098</u>

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% 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	\$ 4,812	\$ 160,410	100%	\$ 142,965
Other Income	40,000	-	39,360	98%	41,410
TOTAL REVENUE	<u>\$ 200,000</u>	<u>\$ 4,812</u>	<u>\$ 199,770</u>	<u>100%</u>	<u>\$ 184,375</u>
Salaries and Benefits	\$ 115,500	\$ 18,547	\$ 93,717	81%	\$ 72,583
Current Operating	23,400	423	11,001	47%	13,057
Capital	21,000	-	-	0%	5,999
TOTAL EXPENSES	<u>\$ 159,900</u>	<u>\$ 18,970</u>	<u>\$ 104,718</u>	<u>65%</u>	<u>\$ 91,639</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,242,904		\$ 1,161,804
Revenues Over Expenses			95,052		92,736
Encumbrances & Other Activity			995		(11,636)
Ending Balance			<u>\$ 1,338,951</u>		<u>\$ 1,242,904</u>
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	\$ 2,214,000	\$ 64,017	\$ 1,493,702	67%	\$ 874,650
TOTAL REVENUE	<u>\$ 2,214,000</u>	<u>\$ 64,017</u>	<u>\$ 1,493,702</u>	<u>67%</u>	<u>\$ 874,650</u>
Salaries and Benefits	\$ 1,032,567	\$ 35,169	\$ 752,559	73%	\$ 392,361
Current Operating	972,500	71,188	606,112	62%	245,074
Capital	538,502	473,729	473,729	0%	400
TOTAL EXPENSES	<u>\$ 2,543,569</u>	<u>\$ 580,086</u>	<u>\$ 1,832,400</u>	<u>72%</u>	<u>\$ 637,834</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,354,084		\$ 1,102,867
Revenues Over Expenses			(338,698)		236,816
Encumbrances & Other Activity			(100,771)		14,401
Ending Balance			<u>\$ 914,615</u>		<u>\$ 1,354,084</u>
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	\$ 317,491	\$ 123,264	\$ 324,684	102%	\$ 295,559
Interest Income	-	-	68,029	100%	27,737
TOTAL REVENUE	<u>\$ 317,491</u>	<u>\$ 123,264</u>	<u>\$ 392,713</u>	<u>124%</u>	<u>\$ 323,296</u>
Current Operating	\$ 500,000	\$ 15,077	\$ 224,729	45%	\$ 373,293
TOTAL EXPENSES	<u>\$ 500,000</u>	<u>\$ 15,077</u>	<u>\$ 224,729</u>	<u>45%</u>	<u>\$ 373,293</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,547,334		\$ 1,584,726
Revenues Over Expenses			167,984		(49,997)
Encumbrances & Other Activity			-		12,605
Ending Balance			<u>\$ 1,715,318</u>		<u>\$ 1,547,334</u>

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% 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	\$ (36)	\$ 7,937	88%	\$ 22,217
Bookstore	6,774,400	144,133	5,599,296	83%	5,548,421
Dining Services	2,599,528	127,729	2,602,673	100%	2,372,646
Hiersteiner Center	-	-	- †	0%	983,527
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	1,341	75%	2,443
Hospitality Management & Pastry Program	60,000	-	46,535	78%	54,368
Campus Farm	16,500	-	15,484	94%	17,047
Investment Income	15,000	-	25,589	171%	17,724
TOTAL REVENUES	\$ 9,478,228	\$ 271,826	\$ 8,298,855	88%	\$ 9,018,392
EXPENSES					
Cosmetology	\$ 9,500	\$ 10,776	\$ 14,327	151%	\$ 15,447
Bookstore	6,440,275	409,181	4,834,985	75%	5,676,322
Dining Services	3,876,778	352,193	3,391,780	87%	3,701,953
Hiersteiner Center	-	-	- †	0%	1,741,898
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	1,098	61%	1,416
Hospitality Management & Pastry Program	65,000	1,200	54,122	83%	47,797
Campus Farm	16,500	804	9,318	56%	10,422
SUBTOTAL	\$ 10,411,853	\$ 774,154	\$ 8,305,629	80%	\$ 11,195,256
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 10,000	\$ -	\$ 1,736	17%	\$ 2,347
Director	170,084	23,358	246,661	145%	38,337
Budget Reallocation Pool	100,000	-	-	0%	-
TOTAL EXPENSES	\$ 10,691,937	\$ 797,512	\$ 8,554,027	80%	\$ 11,235,940
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 298,431		\$ 1,838,826
Revenues Over Expenses			(255,172)		(2,217,547)
Encumbrances & Other Activity			(246,345)		677,152
Ending Balance			<u>\$ (203,086)</u>		<u>\$ 298,431</u>

† Activity has been combined into General Fund in FY24.

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% 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	\$ (6,390)	\$ 6,770	\$ (13,160)
Bookstore	764,312	(127,901)	892,212
Dining Services	(789,107)	(1,329,307)	540,201
Hiersteiner Center	- †	(758,371)	758,371
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	244	1,027	(783)
Hospitality Management & Pastry Program	(7,588)	6,570	(14,158)
Campus Farm	6,166	6,625	(459)
	<u>\$ (32,363)</u>	<u>\$ (2,194,587)</u>	<u>\$ 2,162,224</u>

† Activity has been combined into General Fund in FY24.

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% OF FISCAL YEAR EXPIRED
PLANT & OTHER FUNDS

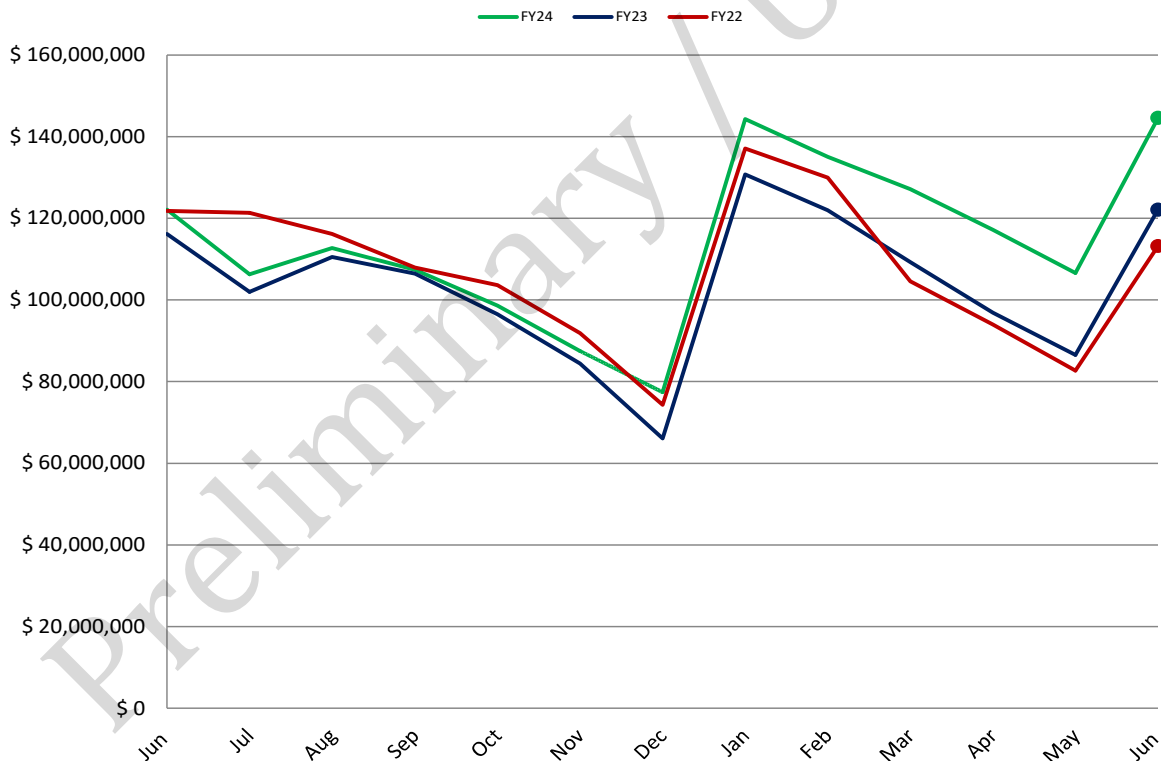
	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,470,207		\$ 1,470,207		\$ 1,730,697
TOTAL REVENUE	1,383,600	\$ (3,348)	1,586,836	115%	1,436,937
TOTAL EXPENSES	1,706,650	(6,989)	1,698,509	100%	1,697,427
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,358,535</u>		<u>\$ 1,470,207</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	149,980	100%	149,980
TOTAL EXPENSES	250,000	1,148	11,188	4%	2,582
Encumbrances & Other Activity			-		(14,139)
Ending Balance			<u>\$ 568,553</u>		<u>\$ 429,760</u>
CAPITAL OUTLAY					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 8,942,696		\$ 8,942,696		\$ 6,930,271
TOTAL REVENUE	7,987,798	\$ 3,087,455	8,397,180	105%	7,267,390
TOTAL EXPENSES	7,303,500	1,060,464	4,457,522	61%	2,533,914
Encumbrances & Other Activity			(2,348,482)		(2,721,051)
Ending Balance			<u>\$ 10,533,873</u>		<u>\$ 8,942,696</u>
CAMPUS DEVELOPMENT FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,422,099		\$ 1,422,099		\$ 1,541,591
TOTAL REVENUE	824,160	\$ (2,009)	952,101	116%	862,269
TOTAL EXPENSES	750,000	21,199	250,846	33%	161,822
Encumbrances & Other Activity			(196,131)		(819,938)
Ending Balance			<u>\$ 1,927,223</u>		<u>\$ 1,422,099</u>
PHASE 3 FACILITIES MASTER PLAN					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 2,505,055		\$ 2,505,055		\$ 3,352,596
TOTAL REVENUE	-	\$ -	-	0%	172,433
TOTAL EXPENSES	6,322,092	816,870	5,567,141	88%	987,814
Encumbrances & Other Activity			3,725,901		(32,160)
Ending Balance			<u>\$ 663,815</u>		<u>\$ 2,505,055</u>
ALL OTHER FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,692,289		\$ 1,692,289		\$ 4,894,423
TOTAL REVENUE	19,175,858	\$ 3,019,194	35,805,869	187%	18,941,246
TOTAL EXPENSES	13,039,174	4,053,349	33,922,063	260%	19,187,985
Encumbrances & Other Activity			(3,293,278)		(2,955,394)
Ending Balance			<u>\$ 282,817</u>		<u>\$ 1,692,289</u>
GRAND TOTAL ALL FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 145,584,107		\$ 145,584,107		\$ 145,168,117
TOTAL REVENUE	235,897,452	\$ 54,924,762	251,960,226	107%	220,883,206
TOTAL EXPENSES	240,082,004	12,656,245	234,053,153	97%	220,574,836
Encumbrances & Other Activity			6,587,933		107,620
Ending Balance			<u>\$ 170,079,113</u>		<u>\$ 145,584,107</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% OF FISCAL YEAR EXPIRED
CASH AND POOLED INVESTMENT ANALYSIS**

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	\$ 161,404,803	\$ 12,260,091	\$ 144,541,194	\$ 122,092,826
Adult Supplementary Education Fund	2,084,612	1,261,378	823,234	1,372,323
Student Activity Fund	1,044,698	34,146	1,010,553	1,214,098
Motorcycle Driver Safety Fund	1,355,699	16,748	1,338,951	1,242,904
Truck Driver Training Fund	1,092,758	178,143	914,615	1,354,084
Auxiliary Enterprise Funds	43,802	246,889	(203,086)	298,431
Revenue Bond Debt Service Fund	1,408,854	50,320	1,358,535	1,470,207
COM & ITC Repair and Replacement Reserve Funds	568,553	-	568,553	429,760
Capital Outlay Funds	13,989,264	3,455,392	10,533,873	8,942,696
Campus Development Fund	2,215,166	287,943	1,927,223	1,422,099
Phase 3 Facilities Master Plan	1,193,026	529,211	663,815	2,505,055
Special Assessments Fund	1,729,668	14,350	1,715,318	1,547,334
All Other Funds	7,459,483	7,176,666	282,817	1,692,289
TOTAL	\$ 195,590,388	\$ 25,511,275	\$ 165,475,594	\$ 145,584,107

**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 June, the ending balances were approximately \$122.1 million for 2023 and \$113.2 million for 2022. The preliminary fiscal year 2024 ending balance is \$144.5 million.

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JUNE 30, 2024
100% OF FISCAL YEAR EXPIRED
INVESTMENTS

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
US TREASURY BILLS	01/16/24	06/06/24	4.85%	\$ 3,375,000	
US TREASURY BILLS	06/05/24	06/18/24	5.07%	5,000,000	
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 BILLS	05/31/24	09/17/24	4.95%		2,000,000
US TREASURY NOTES	12/15/23	09/30/24	2.13%		1,750,000
US TREASURY NOTES	01/02/24	09/30/24	4.75%		3,325,000
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 BILLS	01/22/24	10/03/24	4.52%		5,165,000
US TREASURY NOTES	01/22/24	10/15/24	4.77%		5,142,000
US TREASURY NOTES	01/22/24	10/31/24	4.76%		5,070,000
US TREASURY BILLS	02/29/24	10/31/24	4.68%		1,467,000
US TREASURY NOTES	01/22/24	11/15/24	4.76%		4,064,000
US TREASURY NOTES	06/15/23	11/30/24	4.75%		3,005,000
US TREASURY NOTES	01/22/24	11/30/24	4.75%		5,095,000
US TREASURY NOTES	01/22/24	12/15/24	4.71%		5,160,000
US TREASURY NOTES	05/31/24	12/15/24	5.00%		4,365,000
US TREASURY NOTES	01/22/24	01/31/25	4.62%		5,046,000
US TREASURY NOTES	01/22/24	02/15/25	4.62%		5,132,000
US TREASURY NOTES	01/22/24	02/28/25	4.56%		5,169,000
US TREASURY NOTES	01/22/24	03/15/25	4.56%		5,128,000
US TREASURY NOTES	01/22/24	03/31/25	4.53%		5,234,000
US TREASURY NOTES	04/04/24	04/15/24	2.63%		3,061,000
US TREASURY NOTES	07/17/23	04/30/25	2.88%		5,330,000
US TREASURY NOTES	01/22/24	04/30/25	4.50%		5,068,000
US TREASURY NOTES	01/22/24	05/15/25	4.46%		5,100,000
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
US TREASURY NOTES	01/31/24	08/31/25	4.23%		3,363,000
US TREASURY NOTES	06/05/24	09/15/25	3.50%		4,945,000
US TREASURY NOTES	06/05/24	10/15/25	4.25%		4,945,000
US TREASURY NOTES	06/05/24	11/15/25	2.25%		4,945,000
US TREASURY NOTES	06/05/24	12/15/25	4.00%		4,945,000
US TREASURY NOTES	06/05/24	01/15/26	3.88%		4,945,000
US TREASURY NOTES	06/05/24	02/15/26	1.63%		4,945,000
US TREASURY NOTES	06/05/24	03/15/26	4.63%		4,945,000
US TREASURY NOTES	06/05/24	04/15/26	3.75%		4,945,000
US TREASURY NOTES	06/05/24	05/15/26	3.63%		4,945,000
		TOTAL			184,846,038
Municipal Investment Pool: (MIP) Daily Rate	06/01/24	06/30/24	4.02%		19,422
		GRAND TOTAL			<u>\$ 184,865,459</u>

Johnson County Community College
Office of the President

August 15, 2024

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
Various; Template for Facility Rental Request	All Facility Rentals	Event Management	Annual Approval	Approval to continue using the template form for “Facility Rental Requests” for third party facility rentals
Colorado Technical University	Nursing	Credit	New for 2024-2025	MOU: Practicum experience for educational experience for student enrolled in Nursing program. No fee involved.
University of Kansas/School of Nursing	Nursing	Credit	New for 2024-2025	MOU: Practicum experience for educational experience for student enrolled in Nursing program. No fee involved.

Lawrence-Douglas County Public Health	Healthcare Information Systems (HCIS)	Credit	New for 2024-2025	None/Cooperative Internship: Lawrence-Douglas County Public Health's Quality Improvement Coordinator will supervise the intern and their internship project, focusing on the health IT programs used to gather public health data and report metrics.
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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.

Gurbhushan Singh Vice President
Academic Affairs/CAO

L. Michael McCloud
Executive Vice President/Provost

Rachel Lierz
Executive Vice President, Finance and
Administrative Services

Judy Korb
Interim President

Johnson County Community College
Office of the President

August 5, 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 August 15, 2024 board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
7/02/2024	W0000261	Wire	1,734,325.11
7/05/2024	00721004 - 00721071	AP	424,959.83
7/05/2024	!0049460 - !0049516	ACH	302,193.91
7/05/2024	J0221897	P-Card ACH	143,231.18
7/12/2024	00721072 - 00721146	AP	215,373.26
7/12/2024	00721147	AP	60.00
7/12/2024	!0049517 - !0049566	ACH	1,280,943.62
7/12/2024	J0221986	P-Card ACH	101,504.27
7/19/2024	00721148 - 00721210	AP	414,178.83
7/19/2024	!0049567 - !0049616	ACH	506,973.94
7/19/2024	J0222059	P-Card ACH	77,576.08
7/22/2024	W0000262	Wire	3,527.00
7/22/2024	W0000263	Wire	9,325.00
7/26/2024	00721211 - 00721327	AP	598,219.63
7/26/2024	!0049617 - !0049664	ACH	2,315,463.45
7/26/2024	J0222100	P-Card ACH	111,792.30
			<hr/>
			\$8,239,647.41

Tuition Refunds and Financial Aid Disbursements

7/05/2024	10194688 - 10194702	13,817.10
7/12/2024	10194703 - 10194710	6,018.00
7/19/2024	10194711 - 10194728	8,646.24
7/26/2024	10194729 - 10194743	6,995.40
07/01/2024-07/26	Refund ACH	250,506.66
		<hr/>
		\$285,983.40
		<hr/>
Total Cash Disbursements		<u><u>\$8,525,630.81</u></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 \$8,525,630.81.

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

August 15, 2024

Grants, Contracts and Awards

Report:

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

1. Kansas Nursing Initiative Grant FY25
Funding Agency: Kansas Board of Regents
Purpose: To support faculty professional development, purchase a medication dispenser simulator for the Healthcare Resource Center, and cover the registration fees for 72 nursing students to enroll in PassPoint, a test prep software.
Duration: July 1, 2024 – June 30, 2025
Grant Administrator: Lori Shank
Amount Funded: \$108,778
JCCC Match: \$108,778 (In-kind)
Applicant: JCCC
2. Adult Education Workforce Innovation and Opportunity Act Grant FY25 – *additional funding*
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: Additional federal funding to support professional development.
Duration: July 30, 2024 – June 30, 2025
Grant Administrator: Leslie Dykstra
Amount Funded: \$5,000
JCCC Match: - 0 -
Applicant: JCCC
3. Fulbright-Hays Group Projects Abroad Short-Term
Funding Agency: U.S. Department of Education
Purpose: Twelve faculty will participate in a 4-week seminar in Nairobi, Kenya in Summer 2025 to support the development of African studies curricula.
Duration: August 1, 2024 – January 31, 2026
Grant Administrator: Gladys Mwangi

Amount Requested: \$159,002
JCCC Match: \$19,305
Applicant: JCCC

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

1. Small Business Development Center – SBA and KDC 2025
Funding Agency: Small Business Administration / Kansas Department of Commerce
Purpose: To provide small business consulting and training to existing and aspiring small business owners.
Duration: January 1, 2025 – December 31, 2025
Grant Administrator: Susie Pryor
Amount Requested: \$313,668 (JCCC subaward amount)
JCCC Match: \$468,474
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.

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

Johnson County Community College
Office of the President

August 15, 2024

Transfer to JCCC Foundation Tribute Fund

Report:

Leann Eaken is retiring from the college. She has requested that in lieu of a retirement gift, the \$150 designated for this gift be donated to the JCCC Foundation student scholarship fund. Ms. Eaken'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 Leann Eaken.

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

Johnson County Community College
Office of the President

August 15, 2024

Human Resources

1. Retirement

Leann Eaken, Operations Assistant, Workforce Development & Continuing Education,
August 28, 2024.

Recommendation:

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

2. Separation

Anna Milewska, Sr. Buyer, Bookstore, July 5, 2024.

Brittany Brower, Success Coach, Student Success & Engagement, August 2, 2024.

Recommendation:

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

Christina McGee
Vice President, Human Resources

Judy Korb
Interim President

Johnson County Community College
Office of the President

August 15, 2024

Human Resources Addendum

1. Deceased

The Board of Trustees is officially informed that Julia Spence, Professor of Sociology, died August 2, 2024. Ms. Spence joined the college on August 16, 2005.

2. Separations

Andrew Rowe, Tutor II, Academic Affairs, August 5, 2024.

Caroline Mall, Substitute Assistant Teacher, Finance & Administrative Services, August 8, 2024.

Dustin Phillips, Non-Credit Instructor, Workforce & Continuing Education, August 9, 2024.

Abby Baldwin, Career Development Coach, Student Success & Engagement, August 14, 2024.

Nicole Davis, Success Coach, Student Success & Engagement, August 19, 2024.

Marquis Harris, Executive Director, Inclusion & Belonging, September 13, 2024.

Recommendation:

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

Judy Korb
Interim President

Christina McGee
Vice-President, Human Resources