

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

**Meeting – Board of Trustees
Hugh Speer Board Room, GEB 137
October 24, 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: Kate D'Avanzo | |
| V. Open Forum | Trustee Rayl |
| VI. Board Reports | |
| A. Student Senate | Logan Grigsby |
| B. College Lobbyist | Dick Carter |
| C. College Council | Jason Arnett |
| D. Faculty Association | Irene Olivares |
| E. Johnson County Education Research Triangle | Trustee Smith-Everett |
| F. Kansas Association of Community Colleges | Trustee Cross |
| G. Foundation | Trustee Jennings |
| VII. Committee Reports and Recommendations | |
| A. Collegial Steering Committee | Trustee Rayl |
| B. Employee Engagement and Development Committee (pp 1-3) | Trustee Jennings |
| <u>Recommendation: JCCC Holiday Schedule (p 1)</u> | |

- C. Management and Finance Committee (pp 4-10) Trustee Hamill
Recommendation: Facilities Master Plan Update (pp 5-6)
Recommendation: NMOCA Microcosm Restoration (p 6)
Recommendation: Collections Services (pp 6-7)
Recommendation: Batting Cages (pp 7-8)
Recommendation: Roof Recovery for the OCB Building (p 8)
Recommendation: TRAK CNC (Computer Numerical Control)
Mill and Lathe (p 9)

- D. Student Success Committee (pp 11-12) Trustee Rattan

VIII. President's Recommendation for Action

- A. Treasurer's Report (pp 13-22) 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. 2024-2025 Academic Calendar Revised (pp 23-26)
3. Affiliation, Articulation and Reverse Transfer,
Cooperative and Other Agreements (pp 27-28)
4. Cash Disbursement Report (pp 29-30)
5. Curriculum (pp 31-32)
6. Grants, Contracts and Awards (pp 33-37)
7. Retirement Tribute Fund (p 38)
8. Sustainability Initiatives Fund (p 39)
B. Human Resources (pp 40-41)
1. Retirement
2. Separations
C. Human Resources Addendum

- XII. Executive Session

- XIII. Adjournment

EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE
MINUTES
October 2, 2024

The Employee Engagement and Development Committee met at 9:45am on Wednesday, October 2, 2024, in GEB 137. Those present were Trustee Valerie Jennings, staff Judy Korb, Christina McGee, and Rachel Haynes. Jenny Morgan served as the recorder.

HR-2 Monitor Employee Benefit Programs

Christina McGee, Vice-President, Human Resources, presented updates to the employee benefit programs. She highlighted the open enrollment dates of October 18-28 and indicated there would also be a Benefits Fair this year. The Benefits Fair will be an opportunity to engage with the college's different vendors, as well as host a blood pressure clinic and offer flu shots.

Ms. McGee also communicated that the college will be closed on Monday, December 23 of this year as a paid holiday. Since the remainder of that week marks the beginning of Winter Break on the academic calendar, it was decided to include the Monday as an added day. It was noted that while the college is closed this year on that date, that is not a recommended date of closure on an ongoing basis.

Ms. McGee presented information and a recommendation relative to the Juneteenth National Independence Day federal holiday. She indicated a task force was convened to consider Juneteenth as an observed holiday. Ms. McGee read the recommendation asking for acceptance of this change to the academic calendar and approval from the Board of Trustees. Should this change meet with approval, it would be effective January 1, 2025, and will take the total paid holidays to 15.

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 add the Juneteenth National Independence Day federal holiday to Johnson County Community College's holiday schedule, effective January 1, 2025.

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

Ms. McGee presented an update from the Office of Human Resources. She mentioned the HR Department held a retreat last week, conducted by outside facilitators. Great information came out of the session as the facilitators helped the HR Team align priorities, determine goals, and focus on building stronger relationships together. The facilitators will provide HR with a report from the meeting, and next steps will be determined based on outcomes. HR may continue to engage the facilitators as the department works to construct an Action Plan.

Ms. McGee mentioned two job openings exist in the Human Resources Department: A Compensation Manager and Director of Human Resources. Have not had much success with qualified applicants for the Compensation Manager but do have quite a few for the Director role. Hope to have the Director position filled by the end of October.

Rachel Haynes, Director, Employee Engagement & Development, provided an update on the Years of Service celebration which occurred in August. Over 300 employees were honored with service awards this year. In September, the Employee Picnic was held; over 500 employees RSVP'd and over 1600 people were in attendance. Ms. Haynes recognized Susan Hoffman who did a great job coordinating, as well as all the employees who helped make the event a success. Favorable feedback is being received. Ms. Haynes highlighted professional development activities and classes being offered, including "Living as a Leader," employee orientation, and a new Staff Mentor Program. Ms. Haynes also highlighted the wellness classes and activities which include different weekly fitness classes, nutrition, and financial sessions. The department is working on a "12 Days of Wellness" program to roll out in December.

Ms. McGee reported on performance management. She indicated annual staff evaluations have gone out – we're using a new form and a new tool. Guidelines for performance, discipline, and evaluation have been updated, and trainings are being offered to supervisors on these changes. HR is trying to get more employee data by increasing participation in surveys. Would like to find ways to increase exit and stay interview responses and other information to help best serve our employee base.

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
October 2, 2024

The Management and Finance Committee met at 8:30 AM on Wednesday, October 2, 2024, in the Hugh Speer Board Room. Those present were Trustee Greg Mitchell; staff: Rob Caffey, Megan Casey, Jim Feikert, Joy Ginsburg, Tom Hall, Judy Korb, Rachel Lierz, Philip Mein, and Linda Nelson, recorder.

JCCC Foundation Annual Report

Joy Ginsburg, Executive Director, JCCC Foundation provided a report on the JCCC Foundation Fiscal Year 2024 finances, program support, and fundraising activities. Fiscal year 2024 was strong for the Foundation, with an increase in total revenue and assets. She also highlighted the Sips & Scholarships event which included a video from a student scholarship recipient. This year's Some Enchanted Evening gala will be held on Saturday, November 9.

Information Technology Report

Rob Caffey, Vice President, Information Services/CIO along with Philip Mein, Executive Director, IT Security provided the quarterly Information Services report. Mr. Mein presented information on October cybersecurity awareness month activities, identity protections and their importance, as well as AI powered cyber-attacks. Mr. Caffey reported on the phone system update and other initiatives that Information Services is working on.

Budget Calendar FY 2025-26

Megan Casey, Interim Vice President/CFO presented the preliminary budget calendar for Fiscal Year 2025-26. No significant changes to the budget timeline or process are expected. At the December 4, 2024, Management and Finance meeting, the Committee will review proposed budget guidelines for FY26. Recommendation for approval of the FY26 budget guidelines will be brought to the Board at the December 12, 2024, meeting.

Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facility Planning, provided the committee with information on facilities projects from the capital acquisitions and improvements matrix.

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed five Bids and Awards recommendations and one Single Source recommendation.

Bids & Awards: \$150,000+

October 2024 Management & Finance Committee

Bid:	24-139 Facilities Master Plan Update
Fund:	0201 General
Vendors Notified:	115
Total Contract Period:	Project Completion
Award Justification:	Most responsive, responsible proposer according to the RFP criteria.
Description:	<p>RFP (Request for Proposal) for a professional services firm to partner with the College in development of a facilities master plan update. This is the first update to the College's current facilities master plan adopted in October 2016.</p> <p>The facilities master plan update will produce a relevant, updated plan, with concepts and guiding principles for development of campus facilities and infrastructure designed to support the College's strategic goals and priorities for 2025-2035 in a manner consistent with the College's mission, vision, and values.</p> <p>This work includes the College's main campus, the college-owned Olathe Health Education Center (OHEC) in Olathe, Kansas, an off-campus leased facility located at West Park Center in Overland Park, Kansas, and the College's CDL Training Facility in Edgerton, Kansas. Other community outreach locations where space is leased are not within the scope of this project.</p>

Evaluation Committee

1. Tom Hall - Associate Vice President, Campus Services & Facility Planning
2. Jeff Hoyer - Executive Director, Support Services & Space Management
3. Robyn Albano - Coordinator, Interior Services & Space Planner
4. Jim Lane - Dean of Arts & Design, Humanities & Social Sciences
5. Natalie Alleman Beyers - Director, Institutional Planning & Research
6. Jay Antle - Professor History/Executive Director Sustainability
7. Larry Allen - Senior Buyer, Campus Services
8. Jim Feikert - Executive Director, Procurement Services

Bid Amounts:

- | | |
|--------------------------------|------------------|
| 1. BNIM: | \$268,656 |
| 2. Hollis & Miller Architects: | \$282,605 |
| 3. RDG Planning: | \$389,650 |
| 4. DLR Group: | \$490,570 |
| 5. Lamar Johnson: | \$641,500 |

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 proposed cost from BNIM in the amount of \$268,656 with an additional 10% contingency of \$26,866 to allow for possible unforeseen costs, for a total amount of \$295,522.

Bid:	24-076 Nerman Museum of Contemporary Art (NMOCA) Microcosm Restoration
Fund:	2248 Foundation Awards Account
Vendors Notified:	192
Total Contract Period:	Project Completion
Award Justification:	Most responsive, responsible proposer according to the RFP criteria
Description:	RFP (Request for Proposal) for the demolition of the current Microcosm installation (originally completed in 2007) and installation of new perforated metal ceiling panels and LED light display. Panels shall match existing in size, color, and finish to meet the specifications of the artist Leo Villareal Studio, Inc. This includes the relocation of control hardware into interior closet beneath the existing stairway and relaying of all cable runs above the ceiling. The design and construction approvals are to be coordinated with the artist, Leo Villareal, as well as the Architect, and JCCC.

Evaluation Committee

1. Tom Hall - Associate Vice President, Campus Services & Facility Planning
2. JoAnne Northrup - Executive Director, Nerman Museum
3. Brett Edwards - Director, Campus Services & Energy Management
4. Larry Allen - Senior Buyer Campus Services
5. Jim Feikert - Executive Director, Procurement Services

Bid Amounts:

1. **ACI Build Group: \$414,738**

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 cost from ACI Build Group in the amount of \$414,738 with an additional 10% contingency of \$41,474 to allow for possible unforeseen costs, for a total amount of \$456,212.

Bid:	24-130 Collections Services
Fund:	0201 General
Vendors Notified:	56
Total Contract Period:	11/1/24 - 10/31/29 (Base Year, 4 Renewal Options)
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	Request for Proposal (RFP) for collections services with multiple agencies to aid in the collection of past due student receivables for both first and second placement services. Student receivables includes tuition, fees, overpayments of federal financial aid or other institutional

assistance. This RFP also solicited for pre-collection services that can aid in the recovery of receivables without negatively impacting a student's credit report. Pre-collection services includes, phone calls, text messages, and reminder calls.

Vendors priced their services based on the percentage of recouped debt to be collected by the agencies. The below first year and multiyear are estimates based on historical analysis and projected costs based on the proposed percentages.

Evaluation Committee

1. Megan Casey - Director Bursar Operations
2. Amy Wagoner - Assistant Bursar
3. Courtney Price - Billing and Accounts Receivable Coordinator Bursar Operations
4. Jeremy Lancey - Buyer Procurement Services
5. Jim Feikert - Executive Director Procurement Services

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

1. **NCM:** **18% / \$97,162 / \$485,811**
2. **Williams & Fudge:** **20% / \$107,958 / \$539,790**
3. Credit Bureau Services: 14% / \$79,621 / \$398,102
4. Poseidon: 15% / \$80,968 / \$404,832
5. Key 2 Recovery: 16% / \$86,366 / \$431,832
6. Debt Co: 17% / \$89,065 / \$445,327
7. General Revenue Corp: 18% / \$97,162 / \$485,811
8. ECSI: service and pricing not bid as specified
9. Information Technologies: nonresponsive

*Estimates based on historical analysis

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 proposals from NCM (National Credit Management) for an estimated base year of \$97,162 and a total estimated expenditure of \$485,811 throughout the renewal options and from Williams & Fudge for an estimated base year of \$107,958 and a total estimated expenditure of \$539,790 throughout the renewal options.

Bid:	25-016 Batting Cages
Fund:	2248 Foundation Awards, 0201 General
Vendors Notified:	220
Contract Period:	Project Completion
Award Justification:	Low bid
Description:	Request for Bid (RFB) for the site demolition, site grading, concrete batting cage slab, concrete sidewalks, installation of batting cages, installation and wiring of outdoor receptacles, and installation of padding outdoor turf for the JCCC baseball team.

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. Dean Spaulding - Maintenance Supervisor

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

1. **R&R Concrete:** **\$160,012**
2. The Wilson Group: \$186,505
3. Terry Snelling Construction: \$196,500
4. Bull Creek Construction: \$222,071
5. Mid-America Golf: \$235,323

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 R&R Concrete in the amount of \$160,012 with an additional 10% contingency of \$16,001 to allow for possible unforeseen costs, for a total amount of \$176,013.

Bid:	25-018 Roof Recovery for the OCB Building
Fund:	7111 Capital Outlay
Vendors Notified:	64
Contract Period:	Project Completion
Award Justification:	Low bid
Description:	Request for Bid (RFB) for the replacement of the Office and Classroom Building (OCB) roof on JCCC's main campus with a two-ply modified bituminous roof.

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 - Maintenance Supervisor

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

1. **Delta Innovative Services:** **\$317,152**
2. Kaw Roofing & Sheet Metal: \$398,000
3. Premier Contracting: \$411,405

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 Delta Innovative Services in the amount of \$317,152 with an additional 10% contingency of \$31,715 to allow for possible unforeseen costs, for a total amount of \$348,867.

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

Single Source Justification:	TRAK CNC (Computer Numerical Control) Mill and Lathe
Fund:	2596 Community Project Funding
Vendors Notified:	N/A
Total Contract Period:	N/A
215.04 Exception #:	2C. Specific educational objectives
Description:	For one CNC mill, tooling package, storage cabinet, and for one CNC lathe, tooling package, and storage cabinet. Purchase includes all rigging and associated software. Southwestern Industries, Inc. is the sole manufacturer of TRAK Machines and CNCs and Eichman Sales Associates is the authorized sales distributor for Eastern Kansas.

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

1. **Eichman Sales Associates: \$179,235**

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 Eichman Sales Associates, for \$179,235.

Informational Items

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

The next Management and Finance Committee meeting is scheduled for Wednesday, November 6, 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 Board Report

October 2, 2024

The Student Success Committee met at 10:45 a.m. on Wednesday, October 2, 2024, in GEB 137.

Student Success Update

Shelli Allen provided an update on the essential practices of Guided Pathways. These include mapping pathways to student end goals, assisting students in choosing and entering a pathway, keeping students on track, and ensuring students are learning. She highlighted changes to the New Student Orientation (NSO) which includes mandatory pre-enrollment and optional post-enrollment pieces. This new model ensures students are exposed to important information, introduces Canvas, provides an asynchronous format and important links for further research and an opportunity to connect with peers. The Plan My Classes tool encourages collaboration between counseling, success coaching and career development. As part of ensuring learning, early momentum metrics monitor credits completed in the first year, course completion of Comp I and II and college level math in the first year and enrollment in the Light My Fire course in the first term.

Affiliation Agreements

Shelia Mauppin presented one affiliation agreement. The agreement was approved by the committee. Complete details can be found subsequently on the consent agenda of the October 24 board packet.

Academic Calendar Update

Jim Lane presented a revised 2024-2025 academic calendar to reflect the addition of the Juneteenth holiday and a modification to the winter break start date. The first day of winter break will be Monday, December 23. Complete details can be found subsequently on the consent agenda of the October 24 board packet.

Curriculum Updates

Barry Bailey presented course modifications, course deactivations, program modifications and program deactivations effective for the 2025-2026 academic year. The changes were approved by the committee. Complete details can be found subsequently on the consent agenda of the October 24 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

October 10, 2024

Treasurer's Report

Report:

The following pages contain the Treasurer's Report for the month ended August 31, 2024.

An ad valorem tax distribution of \$5.4 million was received from Johnson County in September and will be reflected in next month's report.

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

Recommendation:

It is the recommendation of the college administration that the Board of Trustees approve the Treasurer's Report for the month of August 2024, subject to audit.

Megan Casey
Interim Vice President & Chief Financial Officer

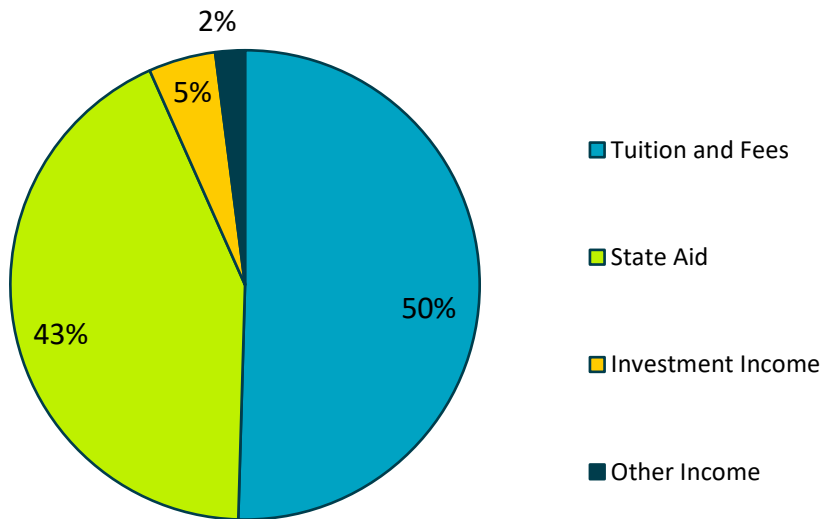
Rachel Lierz
Executive Vice President, Finance &
Administrative Services

Judy Korb
Interim President

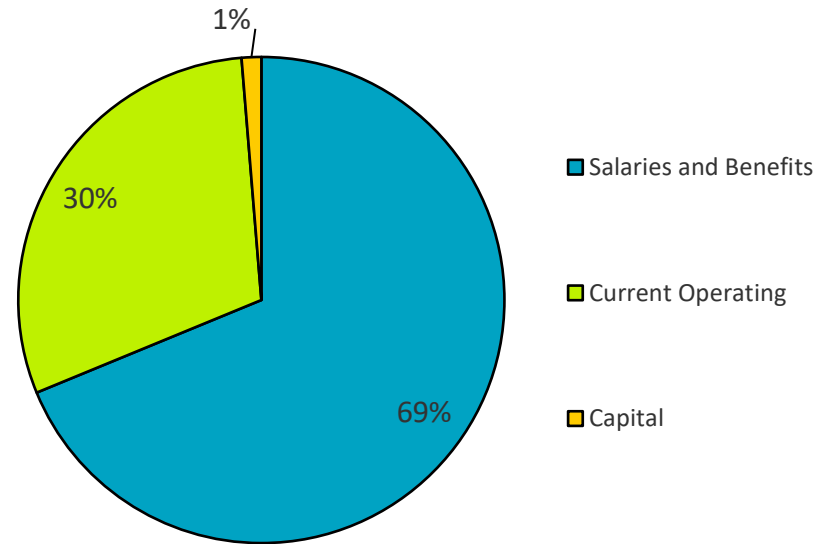
Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
General/Post-Secondary Technical Education (PTE) Funds

	Adopted Budget 2024-2025	Activity This Month 2024-2025	Activity Year to Date 2024-2025	YTD as % of Budget	Prior Year Activity to Date
General/PTE Funds					
Ad Valorem (Property Taxes)	\$ 28,724,481	\$ -	\$ -	0%	\$ -
Tuition and Fees	128,894,722	5,164,605	14,591,045	11%	13,095,188
State Aid	26,521,819	12,398,106	12,400,360	47%	12,846,076
Investment Income	2,000,000	676,068	1,336,358	67%	913,139
Other Income	4,005,426	287,923	588,852	15%	483,490
Total Revenue	\$ 190,146,448	\$ 18,526,701	\$ 28,916,615	15%	\$ 27,337,893
Salaries and Benefits	\$ 145,603,756	\$ 8,814,013	\$ 16,505,830	11%	\$ 15,341,379
Current Operating	35,413,654	4,121,022	7,179,390	20%	6,303,484
Capital	5,672,692	290,524	312,919	6%	110,413
Debt Service	3,687,988	-	-	0%	-
Total Expenses	\$ 190,378,089	\$ 13,225,559	\$ 23,998,139	13%	\$ 21,755,277
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 143,525,283		\$ 122,092,826
Revenues Over Expenses			4,918,476		5,582,617
Encumbrances & Other Activity			(16,074,611)		(14,951,713)
Ending Balance			\$ 132,369,148		\$ 112,723,730

Actual YTD Revenues by Source



Actual YTD Expenses by Source



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 2024-2025 numbers.

The largest source of revenue this year to date is tuition and fees (50%), followed by state aid (43%), investment income (5%) and other income (2%).
The largest source of expenses this year to date is salary and benefits (69%), followed by current operating (30%), and capital expenses (1%).

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
General/Post-Secondary Technical Education (PTE) Funds
Expenditure Detail By Natural Classification

	Adjusted Budget 2024-2025	Activity This Month 2024-2025	Activity Year to Date 2024-2025	YTD as % of Budget	Prior Year Activity to Date	YTD Change from Prior Year
Salaries	\$ 107,179,756	\$ 6,270,839	\$ 12,082,354	11%	\$ 10,996,441	10%
Benefits	38,424,000	2,543,173	4,423,476	12%	4,344,938	2%
Event Officials	89,000	23,254	23,254	26%	20,041	16%
Legal Services	150,000	2,156	2,204	1%	-	100%
Lobbyist Services	35,000	-	-	0%	-	0%
Audit Services	95,000	5,000	5,000	5%	-	100%
Collection Costs	63,000	1,421	2,125	3%	2,187	-3%
Insurance, Property/Casualty & Rel	1,466,625	36,080	801,678	55%	759,472	6%
Contracted Services	8,435,827	955,472	1,303,125	15%	1,164,599	12%
SB 155 Shared Funding Payments	450,000	-	-	0%	-	0%
Overnight Travel	1,103,597	33,728	71,309	6%	85,165	-16%
Travel - Accreditation	25,000	-	-	0%	-	0%
Staff Development Training & Travel	310,000	36,384	41,957	14%	42,711	-2%
Faculty Continuing Ed Grants	19,000	375	375	2%	2,216	-83%
Tuition Reimbursement	550,000	17,873	19,619	4%	17,376	13%
Same Day Travel	127,092	8,993	16,446	13%	13,081	26%
Supplies and Materials	6,473,549	430,609	667,366	10%	823,982	-19%
Computer Software & Licenses	5,827,325	1,288,172	2,006,324	34%	1,476,884	36%
Technical Training	135,525	2,737	5,505	4%	10,574	-48%
Applicant Travel	15,500	1,500	1,500	10%	1,038	45%
Recruiting Travel	46,000	1,810	8,091	18%	2,419	234%
Printing, Binding & Publications	99,850	9,997	12,157	12%	28,627	-58%
Advertising and Promotions	1,109,000	166,010	318,045	29%	201,443	58%
Memberships	461,040	110,909	145,345	32%	146,604	-1%
Accreditation Expenses	53,656	8,400	23,545	44%	24,119	-2%
Bad Debt Expense	250,000	-	250,000	100%	65,000	285%
Electric	3,193,238	266,221	505,438	16%	516,234	-2%
Water	227,391	38,437	62,491	27%	35,183	78%
Natural Gas	87,344	2,704	2,704	3%	3,696	-27%
Unified Communications	503,000	331,859	336,275	67%	399,765	-16%
Gasoline	75,000	3,498	8,517	11%	8,919	-5%
Subscriptions	510,500	73,582	186,900	37%	187,040	0%
Rentals and Leases	648,170	121,494	130,455	20%	77,312	69%
Repairs and Maintenance	826,557	57,278	62,120	8%	46,182	35%
Freight	114,000	8,976	34,111	30%	4,831	606%
Special Events	608,820	37,656	45,141	7%	30,362	49%
Retirement Recognitions	7,500	250	747	10%	76	883%
Postage	220,000	20,149	60,523	28%	57,653	5%
Contingency	595,000	-	-	0%	30,558	-100%
Remodeling and Renovations	1,891,208	46,139	48,789	3%	1,358	3493%
Library Books	85,000	3,015	5,894	7%	9,989	-41%
Furniture and Equipment	2,914,100	93,370	110,236	4%	99,067	11%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	380,563	148,000	148,000	39%	-	100%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	617,339	-	1,250	0%	250	400%
Foster Care & Killed on Duty Grant	70,000	18,039	17,748	25%	17,882	-1%
Federal SEOG Match	115,530	-	-	0%	-	0%
Principal Payments	2,290,000	-	-	0%	-	0%
Interest Payments	1,396,488	-	-	0%	-	0%
Fee Payments	1,500	-	-	0%	-	0%
TOTAL EXPENSES	\$ 190,378,089	\$ 13,225,559	\$ 23,998,139	13%	\$ 21,755,277	10%

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Adult Supplementary Education & Student Activity Funds

	Adopted Budget 2024-2025	Activity This Month 2024-2025	Activity Year to Date 2024-2025	YTD as % of Budget	Prior Year Activity to Date
Adult Supplementary Education Fund					
Tuition and Fees	\$ 4,298,300	\$ 473,428	\$ 1,484,457	35%	\$ 929,302
Investment Income	40,000	8,726	17,600	44%	15,341
Other Income	1,619,500	78,090	295,695	18%	292,464
Total Revenue	<u>\$ 5,957,800</u>	<u>\$ 560,244</u>	<u>\$ 1,797,752</u>	<u>30%</u>	<u>\$ 1,237,107</u>
Salaries and Benefits	\$ 2,400,299	\$ 165,980	\$ 325,417	14%	\$ 397,606
Current Operating	4,631,079	263,918	443,473	10%	394,206
Capital	35,000	-	-	0%	-
Total Expenses	<u>\$ 7,066,378</u>	<u>\$ 429,898</u>	<u>\$ 768,890</u>	<u>11%</u>	<u>\$ 791,812</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 837,395		\$ 1,372,323
Revenues Over Expenses			1,028,862		445,295
Encumbrances & Other Activity			(1,620,834)		(1,114,114)
Ending Balance			<u>\$ 245,423</u>		<u>\$ 703,504</u>
Student Activity Fund					
Tuition and Fees	\$ 1,961,498	\$ 378,050	\$ 1,045,673	53%	\$ 985,630
Investment Income	36,000	8,247	14,945	42%	13,693
Other Income	8,500	588	968	11%	804
Total Revenue	<u>\$ 2,005,998</u>	<u>\$ 386,885</u>	<u>\$ 1,061,586</u>	<u>53%</u>	<u>\$ 1,000,128</u>
Salaries and Benefits	\$ 409,516	\$ 36,551	\$ 51,771	13%	\$ 32,475
Current Operating	1,198,469	46,601	68,943	6%	71,789
Grants/Scholarships	1,452,014	243	3,274	0%	1,012
Total Expenses	<u>\$ 3,059,999</u>	<u>\$ 83,395</u>	<u>\$ 123,988</u>	<u>4%</u>	<u>\$ 105,277</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 896,163		\$ 1,214,099
Revenues Over Expenses			937,598		894,851
Encumbrances & Other Activity			(280,369)		(185,302)
Ending Balance			<u>\$ 1,553,392</u>		<u>\$ 1,923,648</u>

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Other Funds

	Adopted Budget 2024-2025	Activity This Month 2024-2025	Activity Year to Date 2024-2025	YTD as % of Budget	Prior Year Activity to Date
Motorcycle Driver Safety Fund					
Tuition and Fees	\$ 180,000	\$ 17,176	\$ 53,915	30%	\$ 40,525
Other Income	40,000	-	-	0%	-
Total Revenue	<u>\$ 220,000</u>	<u>\$ 17,176</u>	<u>\$ 53,915</u>	<u>25%</u>	<u>\$ 40,525</u>
Salaries and Benefits	\$ 133,100	\$ 13,230	\$ 22,707	17%	\$ 16,720
Current Operating	273,400	492	549	0%	2,228
Capital	36,000	-	-	0%	-
Total Expenses	<u>\$ 442,500</u>	<u>\$ 13,722</u>	<u>\$ 23,256</u>	<u>5%</u>	<u>\$ 18,948</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,339,059		\$ 1,242,904
Revenues Over Expenses			30,659		21,577
Encumbrances & Other Activity			-		(1,811)
Ending Balance			<u>\$ 1,369,718</u>		<u>\$ 1,262,670</u>
Truck Driver Training Course Fund					
Tuition and Fees	\$ 1,830,000	\$ 79,484	\$ 165,920	9%	\$ 204,273
Total Revenue	<u>\$ 1,830,000</u>	<u>\$ 79,484</u>	<u>\$ 165,920</u>	<u>9%</u>	<u>\$ 204,273</u>
Salaries and Benefits	\$ 1,392,668	\$ 75,603	\$ 166,422	12%	\$ 134,837
Current Operating	993,379	71,431	78,767	8%	23,079
Capital	-	-	-	0%	-
Total Expenses	<u>\$ 2,386,047</u>	<u>\$ 147,034</u>	<u>\$ 245,189</u>	<u>10%</u>	<u>\$ 157,915</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 901,019		\$ 1,354,084
Revenues Over Expenses			(79,269)		46,358
Encumbrances & Other Activity			(294,012)		(275,174)
Ending Balance			<u>\$ 527,738</u>		<u>\$ 1,125,268</u>
Special Assessments Fund					
Ad Valorem (Property Taxes)	\$ - *	\$ -	\$ - *	0%	\$ -
Interest Income	-	(7,567)	-	100%	10,670
Total Revenue	<u>\$ -</u>	<u>\$ (7,567)</u>	<u>\$ -</u>	<u>100%</u>	<u>\$ 10,670</u>
Current Operating	\$ 300,000	\$ 15,686	\$ 15,686	5%	\$ 10,911
Total Expenses	<u>\$ 300,000</u>	<u>\$ 15,686</u>	<u>\$ 15,686</u>	<u>5%</u>	<u>\$ 10,911</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,722,625		\$ 1,547,334
Revenues Over Expenses			(15,686)		(241)
Encumbrances & Other Activity			(119,314)		(134,089)
Ending Balance			<u>\$ 1,587,625</u>		<u>\$ 1,413,004</u>

*JCCC discontinued the Special Assessment Levy beginning FY25.

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Auxiliary Enterprise Fund - Schedule 1

	Adopted Budget 2024-2025	Activity This Month 2024-2025	Activity Year to Date 2024-2025	YTD as % of Budget	Prior Year Activity to Date
Revenues					
Cosmetology	\$ -	\$ -	\$ - †	0%	\$ 768
Bookstore	6,238,900	1,631,486	2,350,420	38%	2,400,007
Dining Services	2,901,892	129,499	211,993	7%	256,542
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	-	-	0%	179
Hospitality Management & Pastry Program	57,500	-	-	0%	-
Campus Farm	16,500	3,777	3,777	23%	5,597
Investment Income	30,000	5,814	7,727	26%	8,588
Total Revenues	<u>\$ 9,249,792</u>	<u>\$ 1,770,576</u>	<u>\$ 2,573,918</u>	<u>28%</u>	<u>\$ 2,671,681</u>
Expenses					
Cosmetology	\$ -	\$ -	\$ - †	0%	\$ -
Bookstore	6,157,550	905,114	1,049,819	17%	1,154,347
Dining Services	3,999,368	291,438	457,136	11%	400,022
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	-	-	0%	531
Hospitality Management & Pastry Program	65,000	956	3,837	6%	7,165
Campus Farm	16,500	521	1,404	9%	1,573
Subtotal	<u>\$ 10,243,418</u>	<u>\$ 1,198,029</u>	<u>\$ 1,512,195</u>	<u>15%</u>	<u>\$ 1,563,638</u>
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 10,000	\$ -	\$ -	0%	\$ -
Director	347,315	24,526	49,053	14%	19,629
Total Expenses	<u>\$ 10,600,733</u>	<u>\$ 1,222,556</u>	<u>\$ 1,561,247</u>	<u>15%</u>	<u>\$ 1,583,268</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ (112,897)		\$ 298,431
Revenues Over Expenses			1,012,670		1,088,413
Encumbrances & Other Activity			(189,236)		(288,054)
Ending Balance			<u>\$ 710,537</u>		<u>\$ 1,098,790</u>

Auxiliary Enterprise Fund - Schedule 2

	2024-2025 Year to Date Net	2023-2024 Year to Date Net	Net Change from Prior Year
Cosmetology	\$ - †	\$ 768	\$ (768)
Bookstore	1,300,601	1,245,660	54,942
Dining Services	(245,142)	(143,480)	(101,662)
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	-	(352)	352
Hospitality Management & Pastry Program	(3,837)	(7,165)	3,328
Campus Farm	2,373	4,023	(1,650)
	<u>\$ 1,061,723</u>	<u>\$ 1,099,454</u>	<u>\$ (37,731)</u>

† Cosmetology program is included in the Adult Supplementary Education Fund in FY25.

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Plant & Other Funds

	Adopted Budget 2024-2025	Activity This Month 2024-2025	Activity Year to Date 2024-2025	YTD as % of Budget	Prior Year Activity to Date
Revenue Bond Debt Service Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,273,674		\$ 1,273,674		\$ 1,470,207
Total Revenue	1,401,070	\$ 271,195	750,117	54%	706,970
Total Expenses	1,715,700	-	530	0%	530
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 2,023,261</u>		<u>\$ 2,176,647</u>
Industrial Training Center (ITC) Repair and Replacement Reserve Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 568,553		\$ 568,553		\$ 429,760
Total Revenue	-	\$ 12,498	24,997	100%	24,997
Total Expenses	250,000	-	-	0%	-
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 593,550</u>		<u>\$ 454,757</u>
Capital Outlay					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 10,503,994		\$ 10,503,994		\$ 8,942,696
Total Revenue	8,664,378	\$ 56,733	116,078	1%	83,240
Total Expenses	8,179,855	89,590	611	0%	124,829
Encumbrances & Other Activity			(1,498,074)		(1,487,593)
Ending Balance			<u>\$ 9,121,387</u>		<u>\$ 7,413,514</u>
Campus Development Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,876,307		\$ 1,876,307		\$ 1,422,099
Total Revenue	840,642	\$ 162,717	450,071	54%	424,182
Total Expenses	1,000,000	-	-	0%	-
Encumbrances & Other Activity			(8,275)		(302,100)
Ending Balance			<u>\$ 2,318,102</u>		<u>\$ 1,544,181</u>
Phase 3 Facilities Master Plan					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 475,100		\$ 475,100		\$ 2,505,055
Total Revenue	-	\$ -	-	0%	-
Total Expenses	982,036	41,954	41,907	4%	874,057
Encumbrances & Other Activity			(41,368)		798,449
Ending Balance			<u>\$ 391,826</u>		<u>\$ 2,429,447</u>
All Other Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 68,381		\$ 68,381		\$ 1,692,289
Total Revenue	25,546,512	\$ 1,028,364	8,353,824	33%	3,978,953
Total Expenses	10,817,210	1,394,932	1,784,123	16%	728,893
Encumbrances & Other Activity			(474,598)		462,714
Ending Balance			<u>\$ 6,163,484</u>		<u>\$ 5,405,063</u>
Grand Total All Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 163,874,656		\$ 163,874,656		\$ 145,584,107
Total Revenue	245,862,641	\$ 22,865,007	44,264,793	18%	37,720,547
Total Expenses	237,178,546	19,721,943	31,904,135	13%	29,065,437
Encumbrances & Other Activity			(17,260,123)		(14,564,993)
Ending Balance			<u>\$ 158,975,190</u>		<u>\$ 139,674,223</u>

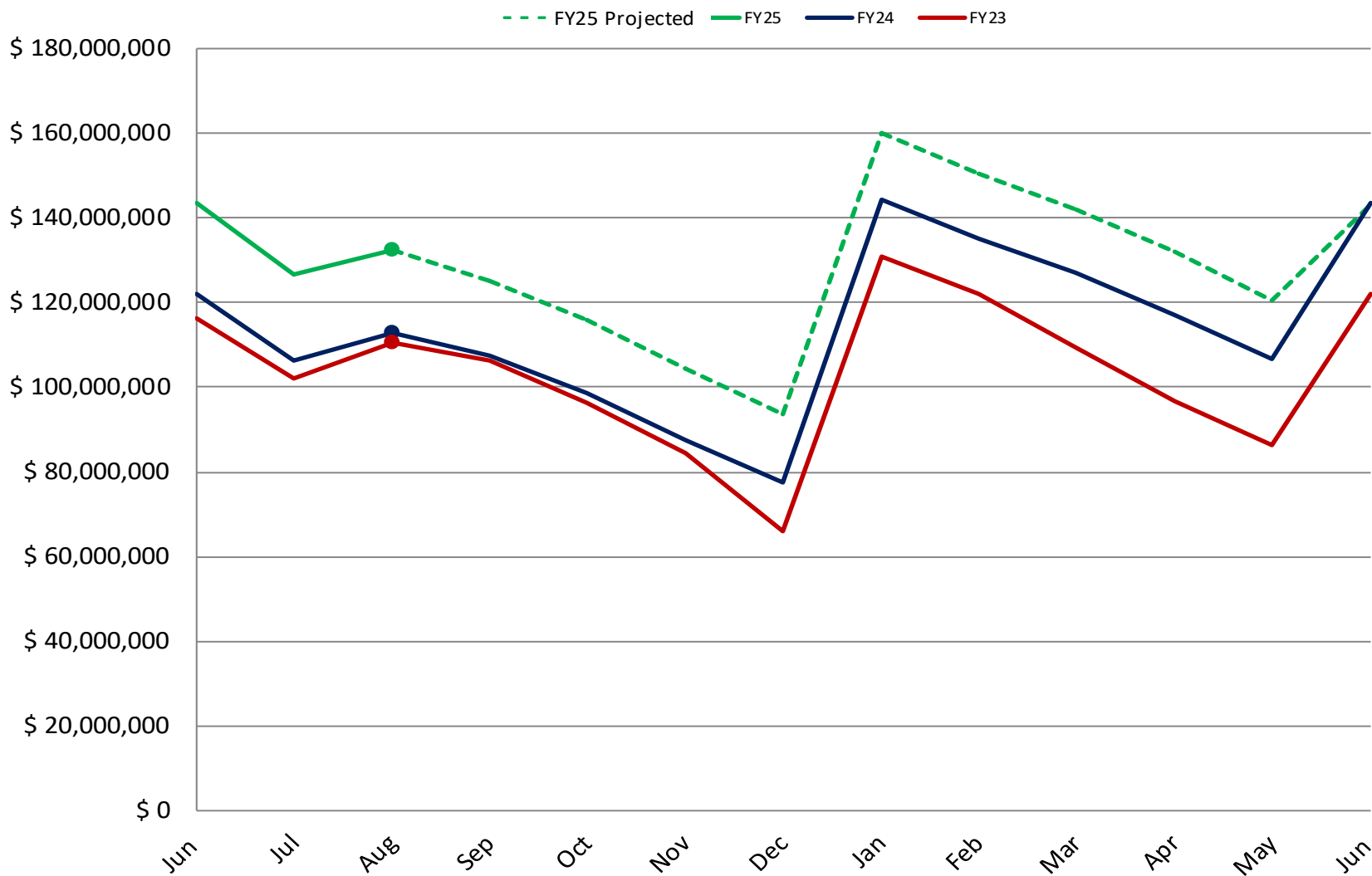
Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Investments

Description	Date Purchased	Date Of Call/Maturity	Yield Rate	Matured This Month	Current Investments
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 Bills	08/07/24	08/29/24	5.02%	6,721,000	
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 Bills	08/07/24	05/15/25	4.15%		5,585,000
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	08/07/24	09/15/25	3.50%		5,364,000
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					178,723,038
Municipal Investment Pool: (MIP) Daily Rate	08/01/24	08/31/24	4.02%		22,662
Grand Total					<u>\$ 178,745,700</u>

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Cash & Pooled Investment Analysis

Fund	Book Balance	Outstanding Commitments	Unencumbered Balance	Prior Year Unencumbered Balance
General & PTE Funds	\$ 153,317,292	\$ 20,948,144	\$ 132,369,148	\$ 112,723,730
Adult Supplementary Education Fund	1,936,347	1,690,925	245,423	703,504
Student Activity Fund	1,833,935	280,542	1,553,392	1,923,648
Motorcycle Driver Safety Fund	1,369,718	-	1,369,718	1,262,670
Truck Driver Training Fund	935,680	407,942	527,738	1,125,268
Special Assessments Fund	1,706,939	119,314	1,587,625	1,413,004
Auxiliary Enterprise Funds	1,299,348	588,812	710,537	1,098,790
Revenue Bond Debt Service Fund	2,050,388	27,127	2,023,261	2,176,647
ITC Repair and Replacement Reserve Funds	593,550	-	593,550	454,757
Capital Outlay Funds	12,586,212	3,464,824	9,121,387	7,413,514
Campus Development Fund	2,369,461	51,358	2,318,102	1,544,181
Phase 3 Facilities Master Plan	948,099	556,273	391,826	2,429,447
All Other Funds	10,496,939	4,145,691	6,163,484	5,405,063
Total	\$ 191,443,907	\$ 32,280,952	\$ 158,975,190	\$ 139,674,223

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 July, the ending balances were approximately \$132.4 million for 2025, \$112.7 million for 2024, and \$110.5 million for 2023. The estimated fiscal year 2025 ending balance is \$143.3 million.

Johnson County Community College
Treasurer's Report
August 31, 2024
16.7% of Fiscal Year Expired
Foundation

	Activity Year To Date August 31, 2024	Prior Year Activity To Date	\$	CHANGE	CHANGE	%
Foundation						
Contribution Income	\$ 185,473	\$ 467,246				
Event Revenue	208,292	257,757				
Investment Income	-	-				
Other Revenue	8,312	42,079				
Total Revenue	<u>\$ 402,076</u>	<u>\$ 767,082</u>	\$	(365,006)		(47.6) %
Student Assistance	\$ -	\$ -				
Program Support	4,760	32,649				
Project Support	731	1,160				
Campus Support	5,542	5,510				
Programming Expenses	10,520	15,601				
General & Administrative Expenses	28,565	40,069				
Total Expenses	<u>\$ 50,118</u>	<u>\$ 94,989</u>	\$	(44,871)		(47.2) %
Balance Forward	\$ 51,904,214	\$ 45,955,637				
Revenues Over Expenses	<u>351,958</u>	<u>672,093</u>				
Ending Balance	<u>\$ 52,256,173</u>	<u>\$ 46,627,730</u>	\$	5,628,443		12.1 %

Johnson County Community College
Office of the President

October 2, 2024

2024-2025 Academic Calendar

Report:

In alignment with the State of Kansas and our partner Board of Regents institutions, the college Academic Calendar Committee was convened and is recommending the academic calendar for 2024-25 be amended to add the Juneteenth Holiday, June 19th, 2025, as an official holiday where all college offices would be closed. This amendment to the current Board of Trustees approved calendar is recommended to allow advance planning for curriculum development, administrative coordination, and state and federal notification.

RECOMMENDATION:

It is the recommendation of the college administration and the Faculty Association that the Board of Trustees approve the 2024-25 academic calendar as shown subsequently in the board packet.

L. Michael McCloud
Executive Vice President/ Provost

Dr. Judy Korb
Interim President

Academic Calendar 2024-25

Fall Semester 2024

August	5	Monday	Staff on 10-month contract return.
	19	Monday	Staff on 9-month contract return.
	19 23	Monday - Friday	Professional Learning Days for faculty. College offices open.
	26	Monday	First day of the fall semester.
September	2	Monday	Labor Day Holiday. Classes not in session. College offices closed.

November	15	Friday	Last day to request a pass/fail grade option or to withdraw with a "W" from a fall full semester course.
	27 29	Wednesday - Friday	Thanksgiving Day Holiday. Classes not in session. College offices closed.
December	8	Sunday	Last day fall classes.
	9	Monday	Stop Day. No classes held. College offices open. Final exams for evening classes only.
	10 16	Tuesday - Monday	Scheduled final exams.
	16	Monday	Last day of fall semester.
	16 20	Monday - Friday	In-service days. College offices open.
	17	Tuesday	Grades entered online by professors by 5:00 p.m.
	20	Friday	Last day for staff on 9 and 10-month contract.
January	23 1	Monday Wednesday	Winter Break. College offices closed.

Winter Session

December	16	Monday	First day of winter session credit classes.
January	23 1	Monday - Wednesday	Winter Break. College offices closed.
	2	Thursday	Last day to request a pass/fail grade option or to withdraw with a "W" from a winter session course.
	10	Friday	Last day of winter session.
	13	Monday	Grades entered online by professors by 5:00 p.m.

Spring Semester 2025

January	2	Thursday	Staff on 10-month contract return.
	14	Tuesday	Staff on 9-month contract return.
	14 17	Tuesday - Friday	Professional Learning Days for faculty. College offices open.
	20	Monday	Martin Luther King, Jr. Day. College offices closed.
	21	Tuesday	First day of spring semester.

March	17 23	Monday - Sunday	Spring Break. Classes not in session. College offices open, Monday through Friday.
April	15	Tuesday	Last day to request a pass/fail grade option or to withdraw with a "W" from a spring full semester course.
May	11	Sunday	Last day of spring classes.
	12	Monday	Stop Day. No classes held. College offices open. Final exams for Monday evening classes only.
	13 19	Tuesday - Monday	Scheduled final exams.
	19	Monday	Last day of spring semester.
	19 23	Monday - Friday	In-service days. College offices open.
	20	Tuesday	Grades entered online by professors by 5:00 p.m.
	23	Friday	Commencement. Last day for staff on 9-month contract.
	26	Monday	Memorial Day Holiday. College offices closed.
	30	Friday	Last day for staff on 10-month contract.

Summer 2025

June	2	Monday	First day of 8-week courses and first 4-week courses of summer session.
	19	Thursday	Juneteenth Holiday. College offices closed.
June	26	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. *
	30	Monday	First day of second 4-week courses of summer session.
July	4	Friday	Independence Day Holiday. College offices closed.
	15	Tuesday	Last day to request a pass/fail grade option or to withdraw with a "W" from a summer 8-week course.
July	24	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. *
	28	Monday	Grades entered online by professors by 5:00 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.

Additional Notation:

During the 2024-25 academic year, there are 5 curriculum development days not denoted above.

Johnson County Community College
Office of the President

October 24, 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.

Affiliation Agreements

(Provide JCCC students with needed clinical or other career affiliated experiences)

Organization/ Individual	Program(s)	Credit/CE	New/Renewal and Term	Financial Impact/Additional Information
Saint Luke's College of Nursing and Health Sciences (NHS)	Nursing	Credit	Renewal for 2024-2025	NHS and JCCC have agreed to enter into an articulation agreement whereby NHS agrees to accept credits earned at JCCC into NHS's RN to BSN online degree program. Students enrolling in the NHS RN-BSN program from JCCC will receive a tuition rate of \$250 per credit hour, each semester while maintaining a minimum load of 6 credit hours per term.

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

Judy Korb
Interim President

Johnson County Community College
Office of the President

October 10, 2024

Cash Disbursements Summary

REPORT:

This Cash Disbursement Summary Report includes the weekly totals for accounts payable, tuition refunds, and financial aid disbursements. Supplement A to the October 24, 2024 board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
9/05/2024	W0000265	WIRE	1,737,855.01
9/06/2024	00721821 - 00721912	AP	564,457.25
9/06/2024	!0050012 - !0050101	ACH	899,877.41
9/06/2024	J0222358	P-Card ACH	116,516.69
9/13/2024	00721913 - 00722009	AP	255,774.43
9/13/2024	!0050102 - !0050157	ACH	1,009,120.17
9/13/2024	J0222392	P-Card ACH	110,356.55
9/20/2024	00722010 - 00722156	AP	629,376.06
9/20/2024	!0050158 - !0050223	ACH	4,477,040.89
9/20/2024	J0222436	P-Card ACH	127,742.70
9/27/2024	00722157 - 00722259	AP	427,833.26
9/27/2024	!0050224 - !0050286	ACH	1,594,306.54
9/30/2024	J0222492	P-Card ACH	134,855.19

\$12,085,112.15

Tuition Refunds and Financial Aid Disbursements

9/06/2024	10194789 - 10194883	37,070.47
9/13/2024	10194884 - 10195684	1,165,555.80
9/20/2024	10195685 - 10195861	161,930.97
9/27/2024	10195862 - 10195947	105,778.15
09/01-09/30/2024	Refund ACH	5,654,697.00
		<hr/>
		\$7,125,032.39
		<hr/>
Total Cash Disbursements		<u><u>\$19,210,144.54</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 \$19,210,144.54.

Megan Casey
Interim Vice President/Chief Financial Officer

Rachel Lierz
Executive Vice President
Finance & Administrative Services

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 24, 2024

CURRICULUM

REPORT:

Course Modifications, Effective Academic Year 2025-2026

- COMS 155 Workplace Skills
- FL 140 Elementary French I
- FL 182 Intermediate Japanese I
- GAME 121 Game Programming I
- GAME 131 User-Centered Design
- GAME 180 Artificial Intelligence for Games
- PHOT 100 Photography Basics
 - Title change to: Digital Photography Basics for Non-Majors
- PHOT 223 Studio Photography
 - Title change to: Studio and Lighting Photography
- PHOT 293 Photography Seminar
 - Title change to: Photography, Filmmaking and Lens-based Media Seminar

Course Deactivations, Effective Academic Year 2025-2026

- ANTH 136 Contemporary American Indian Cultures & Societies
- ANTH 153 The Anthropology of the Paranormal & Supernatural
- ANTH 205 Archaeological Field Methods
- CIS 142 Beginning Programming using Python
- CIS 208 Mobile Application Development
- ENTR 160 Legal Issues for Small Businesses
- ENTR 185 Fund of Direct Sales
- ENTR 195 Franchising
- ENTR 210 Entrepreneurship Internship I
- ENTR 215 Entrepreneurship Internship II
- ENTR 220 Entrepreneurial Marketing
- ENTR 225 Family Business
- FASH 143 Tailoring
- HPER 115 Soccer
- HPER 175 Fencing
- HPER 178 Performance Fitness I
- HPER 179 Performance Fitness II
- IT 151 VMware vSphere Essentials

- MKT 150 Introduction to Insurance
- MKT 234 Services Marketing
- SOC 147 Social Work and Social Justice
- SOC 165 Contemporary Chinese Society
- WEB 236 Content Management Systems Development

Program Modifications, Effective Academic Year 2025-2026

- 2030-AAS: Web Development and Digital Media
- 2060-AAS: Computer Support Specialist
- 2330-AAS: Information Technology – Networking
- 2620-AAS: Marketing Management
- 2630-AAS: Animation-Entertainment and Game Art Design
- 2650-AAS: Game Development
- 2930-AAS: Computer Information Systems
- 3300-CERT: Personal Training Certificate
- 4420-CERT: Floral Design Certificate
- 4680-CERT: Cloud Certificate
- 4920-CERT: Sales and Customer Relations Certificate
- 5180-CERT: Computer Information Systems – Software Developer Certificate
- 6620-CERT: Computer Support Specialist Networking+/Security+ Certificate

Program Deactivations, Effective Academic Year 2025-2026

- 5370-CERT: Dietary Manager 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 & CEO

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

October 24, 2024

GRANTS, CONTRACTS AND AWARDS

REPORT:

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

1. Aligning STEM Trainees for Enterprising Research Louis Stokes Alliance for Minority Participation (ASTER LSAMP)
Funding Agency: National Science Foundation
Purpose: During the grant period, up to 50 talented STEM students will participate in activities designed to provide research opportunities and help with transfer to a 4-year institution to pursue a degree in a STEM field.
Duration: September 1, 2024 – August 31, 2029
Grant Administrator: Amanda Glass
Amount Funded: \$203,759
JCCC Match: - 0 -
Applicant: University of Kansas Center for Research Inc
2. Community Oriented Policing Services Technology and Equipment Program
Funding Agency: U.S. Department of Justice
Purpose: To purchase training vehicles and supplies for the Johnson County Regional Police Academy at Johnson County Community College.
Duration: March 9, 2024 – March 31, 2026
Grant Administrator: Sonta Wilburn
Amount Funded: \$150,000
JCCC Match: - 0 -
Applicant: JCCC

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

1. Carl Perkins Reserve Fund FY25 – Special Populations Support Grant
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: To increase the inventory of properly fitted gear for female students in the Fire Science Program.

Duration: October 14, 2024 – May 30, 2025

Grant Administrator: Tim Whitham

Amount Requested: \$9,720

JCCC Match: - 0 -

Applicant: JCCC

2. Improving Undergraduate STEM Education (IUSE): Innovation in Two-Year College STEM Education (ITYC)

Funding Agency: National Science Foundation

Purpose: To 1) establish a team of secondary and post-secondary math educators for a pilot program, 2) develop a plan for piloting and assessing a non-algebraic dual-credit math pathways program, and 3) develop materials for a non-algebraic course for a dual-credit mathematics pathway program.

Duration: January 1, 2025 – December 31, 2025

Grant Administrator: Whitney Turner

Amount Requested: \$70,112

JCCC Match: - 0 -

Applicant: JCCC

3. Spotlight on the Humanities in Higher Education

Funding Agency: National Endowment for the Humanities

Purpose: To develop and assess OER materials for the Sociology of Families (SOC 131), with the goal of expanding to other humanities-based courses.

Duration: September 1, 2025 – August 31, 2026

Grant Administrator: Eve Blobaum

Amount Requested: \$28,686

JCCC Match: - 0 -

Applicant: JCCC

4. Procurement Technical Assistance Center 2025

Funding Agency: U.S. Department of Defense, Office of Naval Research

Purpose: To provide Procurement Technical Assistance (PTA) services to local business owners to grow their businesses via sales to the government.

Duration: April 1, 2025 – March 31, 2026

Grant Administrator: Keon Muldrow

Amount Requested: \$98,612 (JCCC sub-award amount)

JCCC Match: \$110,794 (cash and in-kind)

Applicant: Wichita State University

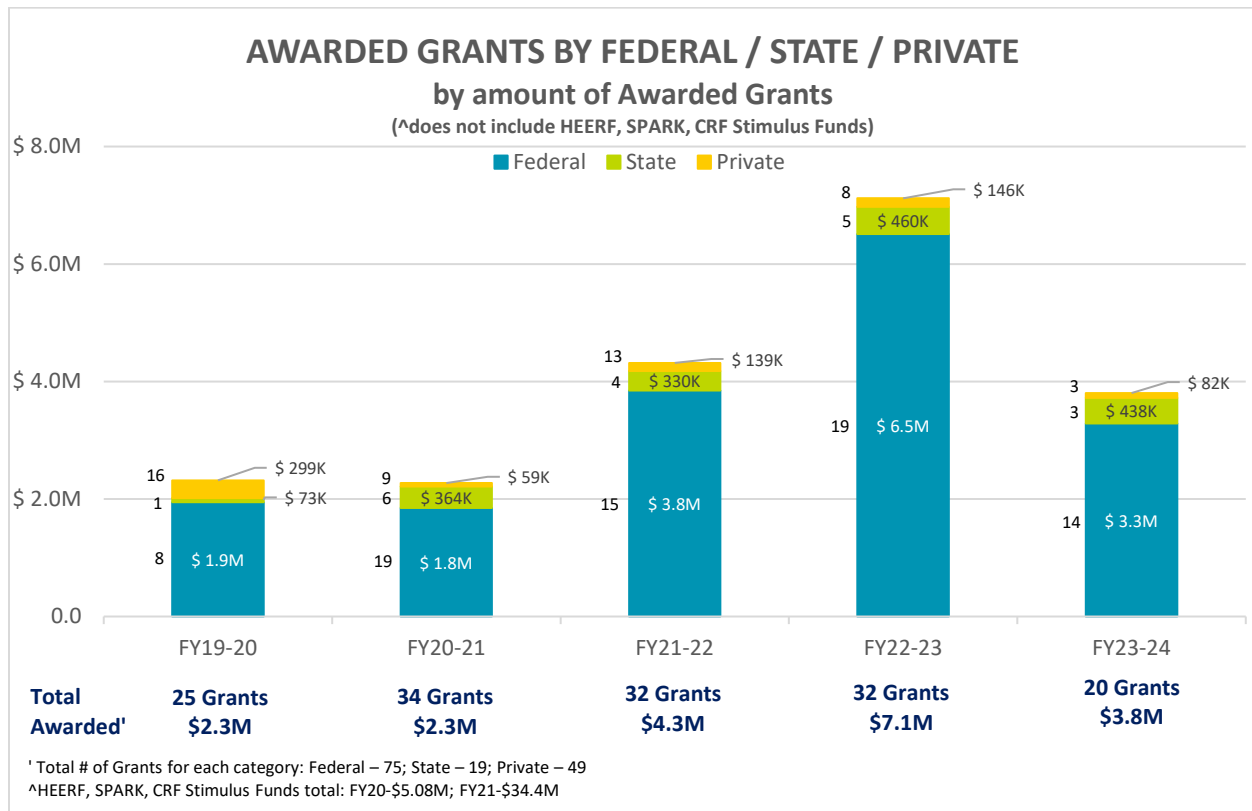
RECOMMENDATION:

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

The following charts reflect a 5-year summary of grant activity at JCCC through FY24.



Awarded Grants by Branch

(^does not include HEERF, SPARK, CRF Stimulus Funds)

Fiscal Year	Academic Affairs		Continuing Education		Finance and Administrative Services		Institutional Advancement		Student Services		Total Awarded	
	# of Grants	Amount	# of Grants	Amount	# of Grants	Amount	# of Grants	Amount	# of Grants	Amount	# of Grants	Amount
FY 19-20	6	1.1M	4	934.8K	1	9.9K	13	221.5K	1	25.0K	25	\$ 2.3M
FY 20-21	9	881.5K	11	1.3M	-	-	10	115.5K	4	22.1K	34	\$ 2.3M
FY 21-22	12	2.6M	7	1.2M	4	414.3K	8	96.6K	1	0~	32	\$4.3M
FY 22-23	9	1.4M	17	5.2M	-	79.4K	3	29.5K	3	392.4K	32	\$7.1M
FY 23-24	14	2.4M	5	1.4M	-	-	1	15.0K	-	-	20	\$3.8M
Total	50	\$8.3M	44	\$10.1M	5	\$503.6K	35	\$478.1K	9	\$439.6K	143	\$19.8M

[^]HEERF, SPARK, CRF Stimulus Funds total: FY20-\$5.08M; FY21-\$34.4M

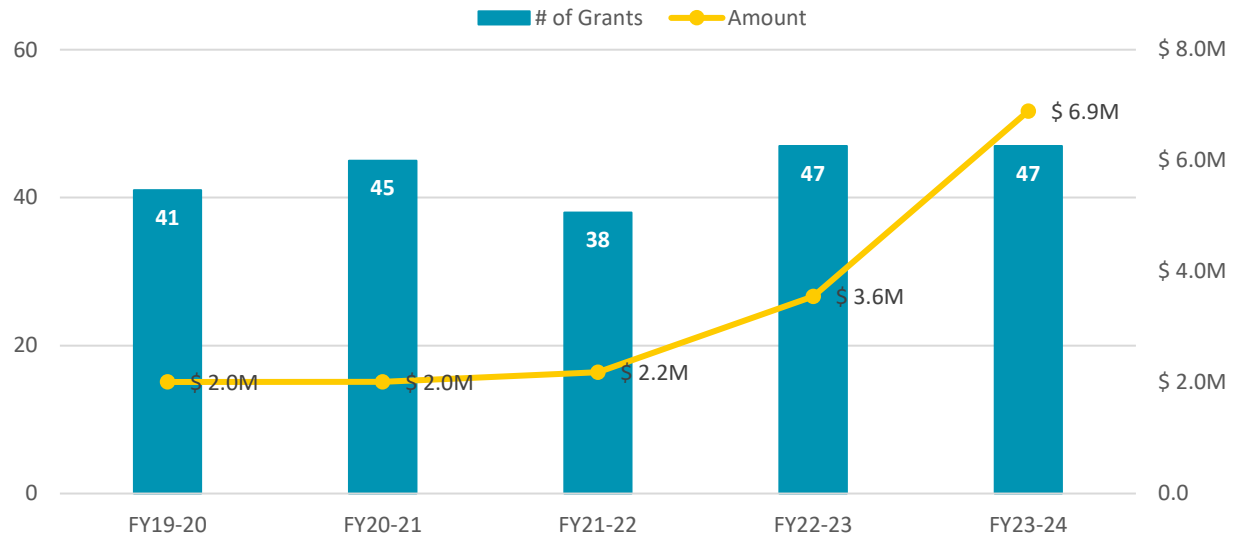
[~]CCRC Guided Pathways Summer Institute – no amount is specified, as funding is in the form of training.

[`]Child Care Aware of Kansas Child Care Sustainability Grant Phase III – additional funding

Active Grant Portfolio

by # of Active Grants*

*number of active grants being managed during a fiscal year - includes multi-year grants
(^does not include HEERF, SPARK, CRF Stimulus Funds)



^HEERF, SPARK, CRF Stimulus Funds total: FY20-\$5.08M; FY21-\$34.4M

Source: JCCC Financial Services

Johnson County Community College
Office of the President

October 24, 2024

Transfer to JCCC Foundation Tribute Fund

Report:

Nancy Ice 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.

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 Nancy Ice.

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

Johnson County Community College
Office of the President

October 24, 2024

Transfer of funds to JCCC Foundation

Report:

Revenue generated through the recycling efforts of the JCCC Center for Sustainability is considered public funds of the college and recorded in the Sustainability Initiatives Fund.

The Center for Sustainability has requested the transfer of \$15,000 from recycling proceeds to the JCCC Foundation to be used for scholarships. This disbursement brings the total distributed to the Foundation for scholarships since 2012 to approximately \$204,000.

Recommendation:

It is the recommendation of the college administration that the Board of Trustees authorize the transfer of \$15,000 from the Sustainability Initiatives Fund to the JCCC Foundation to be used for student scholarships.

Megan Casey
Interim Vice President /
Chief Financial Officer

Rachel Lierz
Executive Vice President,
Finance & Administrative Services

Judy Korb
Interim President

Johnson County Community College
Office of the President

October 24, 2024

Human Resources

1. Retirement

Durnae Kennelly, Executive Assistant, Academic Affairs, December 31, 2024.

RECOMMENDATION:

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

2. Separations

Vivian Pendergrass, ESL Instructor, Workforce Development & Continuing Education, July 25, 2024.

Gy Bennar, Catering Assistant, Finance & Administrative Services, September 11, 2024.

Lindsay Blanchard, Administrative Assistant, Academic Affairs, September 30, 2024.

Keith Williams, Custodian, Finance & Administrative Services, September 17, 2024.

Brett Wagoner, Coordinator, Institutional Effectiveness, Research, and Planning, October 18, 2024.

Libby Zuck, Student Media Center, Academic Affairs, October 1, 2024.

Lauryn Thomas, Bookstore Clerk, Finance & Administrative Services, October 7, 2024.

Tegan Jestice, Bookstore Clerk, Finance & Administrative Services, September 27, 2024.

RECOMMENDATION:

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

Christina McGee
Vice-President, Human Resources

Judy Korb
Interim President

Johnson County Community College
Office of the President

October 24, 2024

Human Resources Addendum

1. Separations

Gary Bruns, Tutor II, Academic Affairs, September 27, 2024.

Monica Can, Administrative Assistant, Student Success & Engagement, October 18, 2024.

Courtney Lewis, Bookstore Clerk, Finance & Administrative Services, October 17, 2024.

Mary Bond, Admissions Assistant, Student Success & Engagement, October 7, 2024.

Alex Meyers, Dining Services, Finance & Administrative Services, October 16, 2024.

RECOMMENDATION:

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

Christina McGee
Vice-President, Human Resources

Judy Korb
Interim President