

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

**Meeting – Board of Trustees
Hugh Speer Board Room, GEB 137
December 12, 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: Elizabeth Taylor | |
| 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 | Andrea Vieux |
| E. Johnson County Education Research Triangle | Trustee Smith-Everett |
| F. Kansas Association of Community Colleges | Trustee Cross |
| G. Foundation | Trustee Hamill |
| VII. Committee Reports and Recommendations | |
| A. Collegial Steering Committee | Trustee Rayl |
| B. Employee Engagement and Development Committee (pp 1-13) | Trustee Cross |
| <u>Recommendation: Criminal Background Check</u> | |
| Policy 413.03 (pp 2-4) | |

Recommendation: Employee Recruitment and Selection

Policy 414.01 (pp 4-5)

Recommendation: New Hire Requirements Policy 415.01 (pp 6-8)

Recommendation: Probationary Period Policy 415.06 (pp 8-10)

Recommendation: Nepotism Policy 423.01 (pp 10-12)

C. Management and Finance Committee (pp 14-25) Trustee Mitchell

Recommendation: FY 2025-2026 Budget Guidelines (pp 14-18)

Recommendation: Disposition of Surplus Property

Policy 215.07 (pp 19-21)

Recommendation: Recycling Policy 217.02 (p 22)

Recommendation: HVAC Improvements – CLB, LIB Buildings (pp 23-24)

D. Student Success Committee (pp 26-27) Trustee Rattan

E. Nominating Committee (p 28) Trustee Mitchell

VIII. President's Recommendation for Action

A. Treasurer's Report (pp 29-38) 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 39-41)**

3. Cash Disbursement Report (pp 42-43)

4. Curriculum (pp 44-47)

5. Grants, Contracts and Awards (pp 48-49)

B. Human Resources (p 50)

1. Retirement

C. Human Resources Addendum

XII. Executive Session

XIII. Adjournment

Employee Engagement and Development Committee
Minutes
December 4, 2024

The Employee Engagement and Development Committee met at 10:45am on Wednesday, December 4, 2024, in GEB 137. Those present were Trustee Lee Cross (Chair), Trustees Valerie Jennings and Mark Hamill, staff members Judy Korb, Mickey McCloud, Christina McGee, and Jenny Morgan, recorder.

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

Christina McGee, Vice-President, Human Resources, shared updates from the Office of Human Resources. Ms. McGee said she was excited to announce that the Director of Human Resources position has been filled and the new employee will be starting in January 2025. The new Director will bring with her 18 years of HR Director experience. Ms. McGee reported the HR Department is continuing to work on the creation of their Mission, Vision, and Goals and will have them completed by the end of the month, with the plan to bring them to the EE&D Committee Meeting at a later date.

Ms. McGee shared that the HR Team had an opportunity to directly help students at JCCC by holding an internal fundraiser & competition amongst HR staff to raise money and collect items for the Student Basic Needs Center. While everyone enjoyed the friendly competition, the focus was on collecting food, hygiene items, and cash to support students in need. HR hopes to continue this fundraiser into the future.

HR-1 Review and Update Personnel Policies

Christina McGee presented JCCC's policy review and approval process. The following personnel policies with modifications were presented. All have gone through the policy review process.

Policy	Recommended Action	Material Changes
Criminal Background Check Policy 413.03	Rename and Modify	The recommended changes rename the policy to Criminal History and Background Check Policy 413.03 to reflect modern nomenclature and clarify that employees must notify the College of convictions in any state, not just Kansas.
Employee Recruitment and	Modify	The recommended changes clean up the language in the policy and clarify that the

Selection Policy 414.01		hiring supervisor is responsible for making the final hiring decision.
New Hire Requirements Policy 415.01	Modify	The recommended changes remove the list of specific forms new hires are required to complete to provide Human Resources with more flexibility to adjust the required forms and documentation for new hires based on best practices and regulatory changes. Human Resources will maintain a list of specific forms through an internal procedure.
Probationary Period Policy 415.06	Modify	The recommended changes clean up the language in the policy and reiterate that completion of the probationary period does not guarantee continued employment.
Nepotism Policy 423.01	Modify	The recommended changes expand the definition of family member to include aunts, uncles, nephews, and nieces and adds language to address academic nepotism.

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the Criminal Background Check Policy 413.03. The recommended changes rename the policy to Criminal History and Background Check Policy 413.03 to reflect modern nomenclature and clarify that employees must notify the College of convictions in any state, not just Kansas.

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 approve modification to and renaming of the Criminal Background Check Policy 413.03, as shown subsequently in the Board packet.

Criminal History and Background Check Policy 413.03

Johnson County Community College

Series: 400 Personnel

Section: Hiring and Onboarding

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") applicants for employment and employees.

Purpose: The purpose of this Policy is to explain when a ~~criminal~~ background check may be required and describe the circumstances requiring an employee to notify the College after being convicted of a criminal offense.

Statement:

The College ~~requires successful completion of~~ will obtain a ~~criminal~~ background check, including criminal history, on all persons recommended for employment (new hire or re-hire), certain employees recommended for transfer or reassignment, and for other employees as may be determined in accordance with Human Resources procedures. No person covered by this Policy is authorized to begin employment or a new position prior to passing the background check adjudication process performed by Human Resources ~~successfully passing a criminal background check~~.

All applicants for employment at the College will be advised that a ~~criminal~~ background check is a condition of employment. ~~and a~~ Applicants may be required to disclose information related to criminal history requested on the employment application and during the employment screening process. Failure to fully disclose such requested information may result in disqualification from employment, withdrawal of an offer, or termination of employment.

Any and/or all employees are required to notify the College of any conviction, guilty plea, no-contest plea, or diversion agreement related to any criminal offense ~~constituting classified as~~ a misdemeanor or a felony ~~under Kansas law~~. This requirement does not apply to municipal ordinance violations or traffic infractions that are not ~~considered a classified as~~ misdemeanor or felony offenses. Such notice of conviction must be provided to Human Resources within seven (7) calendar days from the date of conviction. Upon receipt of notice of conviction from an employee, ~~a vice president over~~ the Vice President of Human Resources or designee shall review the matter, determine

whether a ~~full~~ criminal background check is required, and ~~shall~~ take appropriate action in accordance with College policies. Failure of an employee to provide such notice shall be considered grounds for disciplinary action up to and including termination of employment.

A reported criminal offense conviction will not necessarily disqualify an applicant or employee from employment with the College. Decisions will be made by the Vice President of Human Resources or designee based on an individualized assessment. The employee or applicant will be given an opportunity to provide Human Resources with information relevant to this assessment. The nature and seriousness of the offense; the date of the offense; the number of convictions; surrounding circumstances surrounding the offense; evidence of rehabilitation, including education, training, treatment, or counseling; employment history before and after the offense; the relevance of the offense to the specific position; and whether hiring, transferring, or promoting the applicant or employee would pose an unreasonable risk to the operations or persons at the College may all be considered before a decision is reached.

Date of Adoption: 08/18/2011

Revised: 03/15/2018, 04/20/2023, 12/12/2024

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the Employee Recruitment and Selection Policy 414.01. The recommended changes clean up the language in the policy and clarify that the hiring supervisor is responsible for making the final hiring decision.

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 approve modification to the Employee Recruitment and Selection Policy 414.01, as shown subsequently in the Board packet.

Employee Recruitment and Selection Policy 414.01

Johnson County Community College

Series: 400 Personnel

Section: Hiring and Onboarding

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

Purpose: The purpose of this Policy is to establish practices to hire the best qualified candidates for open positions at the College. The meaning of best qualified will be determined at the College's sole discretion.

Statement:

The College strives to ~~create~~attract a broad and diverse pool of qualified applicants for all employment opportunities. ~~As such,~~ Human Resources will establish recruitment and selection procedures to ensure a fair and impartial hiring process. The hiring supervisors will be responsible for making the final hiring decisions in accordance with the policies and procedures established by the College~~processes~~ to promote open and fair competition for the selection of the most qualified individuals to fill vacant positions. Employment will be offered based upon the appropriate skills, knowledge, experience, and job-related qualifications of applicants using fair and valid selection criteria. and Additionally, employment will be contingent upon satisfactory completion of relevant background checks and verification of eligibility to work in the United States.

The President~~,~~ or designee~~,~~ may appoint employees of the College in a manner consistent with the Compensation Plan, or for bargaining unit employees, in accordance with any master agreement.

Date of Adoption:

Revised: 03/15/2018, 04/21/2022, 12/12/2024

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the New Hire Requirements Policy 415.01. The recommended changes remove the list of specific forms new hires are required to complete to provide Human Resources with more flexibility to adjust the required forms and documentation for new hires based on best practices and regulatory changes. Human Resources will maintain a list of specific forms through an internal procedure.

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 approve modification to the New Hire Requirements Policy 415.01, as shown subsequently in the Board packet.

New Hire Requirements Policy 415.01

Johnson County Community College

Series: 400 Personnel

Section: Hiring and Onboarding

Applicability: This Policy applies to all Johnson County Community College (“JCCC” or the “College”) applicants for employment and employees.

Purpose: The purpose of this Policy is to notify new employees of the College’s requirements prior to the commencement of their employment with JCCC ~~describe the paperwork and tasks a new employee may be required to complete.~~

Statement:

Upon being recommended for employment, a new employee will be required to complete pre-employment screenings and new hire paperwork as defined by Human Resources. These must be completed prior to starting work. The completion of pre-employment screens and new hire paperwork is the following as a condition of employment.÷

- ~~1. **Payroll Forms.** Withholding forms for taxes and authorizations for approved voluntary payroll deductions.~~

- ~~2. **Oath of Office.** Pursuant to Kansas law, each employee shall be required to subscribe in writing to an Oath of Office before entering upon the duties of the job.~~
- ~~3. **Personal Data.** Current contact information including address and telephone number.~~
- ~~4. **Employment Eligibility Verification (Work Authorization).** A completed Form I-9 prior to starting work and provide documentation to certify employment eligibility in accordance with applicable laws.~~
- ~~5. **Credit Check Authorization.** Authorization and information required for the College or designee to conduct a credit check.~~
- ~~6. **Criminal Background Check.** Authorization and information required for the College or designee to conduct a criminal background check, which is further described in the Criminal Background Check Policy 413.03.~~

Additionally, depending on the requirements of a particular position, a new employee may be required to complete the following as a condition of employment:

- ~~1. **Benefits.** Enrollments for College-provided employee benefit programs.~~
- ~~2. **Medical Examination.** After an applicant for employment has received an offer of employment and before beginning performance of duties, the College may require medical, psychological or psychiatric examinations related to the functions of the position. The College may condition the offer of employment on the results of such examination and/or require a release from liability for prior illness, injury or conditions.~~
- ~~3. **Polygraph Test.** The College may require an applicant to submit to a polygraph test, the cost of which will be at the College's expense.~~
- ~~4. **Other.** The College reserves the right to establish other conditions of employment as may be necessary.~~

Failure to satisfactorily complete ~~any~~ pre-employment screenings and new hire paperwork or other required tasks may result in disqualification from employment, withdrawal of an offer, or termination of employment.

Employees are expected to keep required information and documentation current throughout their employment.

Date of Adoption:

Revised: 03/15/2018 (renamed and renumbered from New Hire Requirements Policy 415.01a; material incorporated from Oath of Employment Policy 415.01b, Work Authorization Policy 415.01c, Medical Examination Policy 415.02, and Polygraph Test Policy 415.04), 04/20/2023, 12/12/2024

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the Probationary Period Policy 415.06. The recommended changes clean up the language in the policy and reiterate that completion of the probationary period does not guarantee continued employment.

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 approve modification to the Probationary Period Policy 415.06, as shown subsequently in the Board packet.

Probationary Period Policy 415.06
Johnson County Community College
Series: 400 Personnel
Section: Hiring and Onboarding

Applicability: This Policy applies to all Johnson County Community College (“JCCC” or the “College”) employees, except those employees who are “teachers” as defined in the Teachers’ Continuing Contract Act, K.S.A. 72-2252 et seq., whose probationary period

and notice of non-renewal or termination shall be in accordance with the Act, as amended.

Purpose: The purpose of this Policy is to describe the probationary period for College employees, except “teachers.”

Statement:

The probationary period for employment at JCCC is as follows:

Employment Type	Probationary Period
Full-time regular (hourly or salaried)	12 calendar months from the first date of employment.
Part-time regular (hourly or salaried)	12 calendar months from the first date of employment.
Temporary (hourly or salaried; and full-time or part-time)	Entire duration of employment.

The applicable probationary period, as determined by Human Resources, will restart when employment changes from one type to another at any time (e.g., part-time employee goes to full-time, grant-funded employee converts to College-paid employee, bargaining unit member moves to non-bargaining unit member, etc.) or an employee changes positions with the College.

Additionally, any probationary period for an employee may be extended by action of the employee’s supervisor, ~~and upon consultation with~~ a director over Human Resources, for a period not to exceed an additional six (6) calendar months, to begin immediately upon completion of the current ~~p~~Probationary ~~p~~Period.

Time on leave with or without pay for more than 30 consecutive calendar days shall not count toward the probationary period. Upon the employee’s return from leave, time shall again accrue toward the probationary period until the total probation time equals the time required for the position.

During any probationary period, employees may be terminated, ~~non-renewed~~, or demoted for any reason immediately following written notice. Such notice shall specify the date of the determination, the nature of the determination, and the effective date.

Completion of the probationary period does not entitle any employee to remain employed by the College nor guarantee continued employment for any definite period of time. After completion of the probationary period, employees may be terminated, ~~non-renewed~~, or demoted in accordance with the [Suspension, Demotion and Termination Policy 415.08](#).

Date of Adoption:

Revised: 3/25/2010, 5/14/2015, 6/16/2016 (effective 07/01/2016), 10/26/2017 (effective 11/01/2017), 04/20/2023, 12/12/2024

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the Nepotism Policy 423.01. The recommended changes expand the definition of family member to include aunts, uncles, nephews, and nieces and adds language to address academic nepotism.

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 approve modification to the Nepotism Policy 423.01, as shown subsequently in the Board packet.

Nepotism Policy 423.01

Johnson County Community College

Series: 400 Personnel

Section: Employee Conduct and Performance

Applicability: This Policy applies to ~~all the~~ Johnson County Community College (“JCCC” or the “College”) Board of Trustees (the “Board”) and all applicants for employment and employees.

Purpose: The purpose of this Policy is to avoid actual or perceived unfair treatment of current and prospective employees and students by the Board or College employees

resulting from familial relationships, ~~including actual Conflicts of Interest and Perceived or Potential Conflicts of Interest, as defined in the Conflict of Interest Policy 431.00, in JCCC's employment practices.~~

Definitions:

"Family Member" shall have the same meaning as in the [Conflict of Interest Policy 431.00](#), and for the purposes of this Policy, also includes a grandparent, parent-in-law, sibling-in-law, child-in-law, ~~and~~ grandchild, ~~aunt, uncle, nephew, and niece.~~

Statement:

~~It will be considered a Conflict of Interest, as defined in the Conflict of Interest Policy 431.00 and Code of Ethics Policy 114.02, for an employee or member of the Board of Trustees ("Trustee") to~~ The Board of Trustees and College employees may not participate in or influence the recruiting, hiring, evaluation, promotion, grading, admission, or disciplinary proceedings of ~~a any~~ Family Member, ~~or for including~~ any applicant to be hired who would have a Family Member serving as their direct supervisor or serving in their direct line of supervisory authority or any prospective student who is seeking admission to a College program with selective admissions. When such circumstances arise, ~~the it shall be considered a Conflict of Interest as defined in the Conflict of Interest Policy 431.00 and Code of Ethics Policy 114.02, and~~ employees shall follow Section II and Section V of the [Conflict of Interest Policy 431.00](#) ~~or the and~~ Trustees or Designated Officers, as defined in the [Code of Ethics Policy 114.02](#), shall follow Section II and Section V of the Code of Ethics Policy 114.02 ~~that policy.~~

No person who is a Family Member of a current Trustee ~~shall may~~ be hired as an employee of the College. If an employee has a Family Member who becomes a Trustee, or if a Family Member relationship arises with an employee during a Trustee's term, that Trustee will act in accordance with the [Code of Ethics Policy 114.02](#).

If employees become Family Members during their employment at the College and such relationship violates the provisions of this Policy, the College will review the situation on a case-by-case basis and make appropriate reassignments. If the College is unable to accommodate reassignment, the College may require that one of the employees end employment at the College.

No faculty member, co-leader, or teaching assistant may teach or evaluate a student who is a Family Member, except when a student is required to complete a course taught by a Family Member and no alternative instructor is available. In this limited instance, the faculty member, co-leader, or teaching assistant must disclose the familial relationship pursuant to the Conflict of Interest Policy 431.00, and as provided therein, the supervisor will determine the appropriate course of action to mitigate any Conflict and to ensure fairness. No exceptions will be made for courses outside a student's required program of study or when other courses may be taken to fulfill a requirement.

Date of Adoption:

Revised: 10/25/1995, 05/02/1996, 11/16/2017, 07/20/2023, 12/12/2024

After review and discussion, the above-listed policies will be presented to the Board of Trustees for approval.

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
December 4, 2024

The Management and Finance Committee met at 8:30 AM on Wednesday, December 4, 2024, in the Hugh Speer Board Room. Those present were Trustees Mark Hamill, Lee Cross, and Greg Mitchell; staff: Megan Casey, Jim Feikert, Tom Hall, Judy Korb, Rachel Lierz, Mickey McCloud, Sandra Warner, and Linda Nelson, recorder.

Mission Continuity and Risk Management Report

Sandra Warner, Executive Director, Mission Continuity and Risk Management, provided the semi-annual report on Mission Continuity and Strategic Risk Management activities. She also shared the annual insurance renewal summary and history, an update on the Workers' Compensation program, and a review of the annual risk assessment survey and response planning.

Guide Budget Development

Megan Casey, Interim Vice President/CFO, presented the recommendation to approve the preliminary budget guidelines to be used by the administration to begin the fiscal 2025-26 budget development process. These guidelines are subject to adjustment as updated information is received over the coming months, such as changes in estimated assessed valuation or state funding. The final 2025-26 Management Budget will be presented to the Board of Trustees for approval in May 2025.

The budget calendar for fiscal 2025-26 was presented to the Committee on October 2, 2024, and is included in the packet again for reference.

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 preliminary guidelines for development of the college's FY 2025-2026 budget.

Megan Casey
Interim Vice President/
Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE

BUDGET CYCLE CALENDAR

FY 2025-2026

Preliminary, Dates Subject to Change

OCTOBER 2024	Budget Tasks
2	Management and Finance Committee review of preliminary budget calendar
7	Student Senate Leadership budget discussion
15	President's Cabinet discussion of FY 26 proposed budget guidelines
NOVEMBER 2024	Budget Tasks
5	President's Cabinet discussion of FY 26 proposed budget guidelines
6	Management and Finance Committee meeting
6	Distribute FY 26 budget calendar to Budget Administrators
7	Budget Administrators receive Excel worksheet(s), <i>Proposed Budget Based on Actuals</i> , including two prior years' actual expenditures and current adopted budget to assist in developing a proposed budget and justifications
7	Strategic Plan sponsors receive template for submission of budget requests tied to Strategic Plan action items
7	Remodel Requests for renovation/remodeling and equipment installation can be input in Team Dynamix
7	Replacement Capital Equipment (Fixed Asset) reports are distributed by Procurement Services
7	Self-Service Budget Development and the Capital Schedule (Sharepoint) are available for entry
30	Remodel Requests due in Team Dynamix. Approved requests will be costed out by Campus Services and further prioritized
DECEMBER 2024	Budget Tasks
4	Management and Finance Committee review of proposed budget guidelines
12	Board of Trustees vote on FY 26 budget guidelines
13	Budget Administrators receive FY 26 approved budget guidelines
31	Academic Program review drafts are submitted to deans
JANUARY 2025	Budget Tasks
8	Information Technology Planning (ITP) reports are distributed by Information Services
16	Budget Kickoff Meeting for FY 26 Hudson Auditorium 1:30-2:30 p.m.
20	Position Request forms due to Human Resources
31	Administrative & Service Area review drafts are submitted to supervisors
FEBRUARY 2025	Budget Tasks
3	Proposed budget worksheets due to supervisors for review
6	Information Technology Planning (ITP) requests due to Information Services
13	Final approved budget requests due in Self-Service Budget Development with justification of all line items
13	Approved capital equipment requests due in the Capital Schedule Sharepoint site
MARCH 2025	Budget Tasks
4	Budget review and prioritization by President's Cabinet
18	Budget review and prioritization by President's Cabinet
25	Budget review and prioritization by President's Cabinet

APRIL 2025	Budget Tasks
17	Annual Board of Trustees Budget Workshop, 4:00 p.m.
30	Management & Finance Committee review proposed FY 26 Management Budget
MAY 2025	Budget Tasks
8	Board of Trustees vote on FY 26 Management Budget
JUNE 2025	Budget Tasks
15	Receive Property Tax Revenue Neutral Rate (RNR) from Johnson County Clerk
30	Load FY 26 Management Budget into accounting system
JULY 2025	Budget Tasks
1	First day of Fiscal Year 2025-2026
20	Notify Johnson County Clerk of intent to exceed RNR (if applicable)
AUGUST 2025	Budget Tasks
TBD	Management & Finance Committee review required budget publications
TBD	Board of Trustees vote on required budget publications
TBD	Publish notice of intent to exceed RNR and RNR hearing at least 10 days in advance of the RNR hearing (if applicable)
TBD	Publish notice of budget hearing at least 10 days in advance of the budget hearing
SEPTEMBER 2025	Budget Tasks
TBD	Management & Finance Committee review proposed FY 26 Legal Budget
TBD	Revenue Neutral Rate (RNR) hearing for FY 26 Legal Budget (if applicable)
TBD	Annual public hearing for FY 26 Legal Budget
TBD	Board of Trustees vote on FY 26 Legal Budget
OCTOBER 2025	Budget Tasks
1	File Adopted Legal Budget with state and county offices

JOHNSON COUNTY COMMUNITY COLLEGE
PRELIMINARY BUDGET GUIDELINES

FY 2025-2026

1) Unencumbered Cash Balances
Unencumbered cash balances will be maintained in accordance with the Cash Reserves Policy 210.07
2) Assessed Valuation & Property Tax Levy
Johnson County assessed valuation is estimated to increase 5%. The College's mill levy rate will remain flat at 8.1 mills. An estimated tax delinquency rate of 2% will be used.
3) Enrollment
Credit hour enrollment is estimated to increase by 4% from the 2024-25 budgeted credit hours.
4) Tuition Cost per Credit Hour
Tuition rates will remain the same as the 2024-25 rates.
5) State Aid
The budgeted state operating grant revenue for FY 2025-26 will be equal to the actual amount received in FY 2024-25.
6) Salary and Benefits Budgets
An average 4.5% across the board salary increase will be budgeted pursuant to the Master Agreement with the Faculty Association. The total number of budgeted faculty and staff positions will not increase. This does not preclude reallocation of positions.
7) Staff to Recommend Operating Budget Priorities
College staff will recommend operating budget priorities for consideration. These recommendations will be informed by ongoing planning and assessment efforts, including the College's 2025-2027 Strategic Plan, Instructional Program Review and Administrative & Service Area Reviews. All budgeted line items will be supported by the appropriate justification.
8) Base Budgets for Operating Budgets
The two previous prior years and the current year-to-date actual results will serve as the base budgets for the FY 2025-26 operating budgets.
9) Capital Budgets - General Fund
The General Fund Capital budget will include allocations for approved capital and other remodel projects. Replacement of technology, furniture and equipment will be based on applicable replacement cycles.
10) Debt Service - General Fund
The General Fund budget will include \$3.7M for principal & interest due on the \$50 million Series 2017 Certificates of Participation.
11) Capital Budgets - Capital Outlay Fund
The Capital Outlay Fund budget will include revenue from the .5 mill tax levy. Budgets will be established for repairs, maintenance and capital projects.

Review and Update Policies

Rachel Lierz, Executive Vice President for Finance and Administrative Services reviewed the recommended changes to the Disposition of Surplus Property Policy 215.07 and deleting of Recycling Policy 217.02. These policies were reviewed as part of a scheduled review of college policies.

Policy	Recommended Action	Material Changes
Disposition of Surplus Property Policy 215.07	Modify	The recommended changes clean up the language in the policy and update the methods of advertised public sale.
Recycling Policy 217.02	Delete	The recommended changes delete the policy. Recycling on campus is addressed in the Disposition of Surplus Property Policy 215.07, the Disposition of Surplus Property Operating Procedure 215.08, and the Sustainability Policy 217.10.

Report:

The Management and Finance Committee has reviewed the recommended changes to the Disposition of Surplus Property Policy 215.07. The recommended changes clean up the language in the policy and update the methods of advertised public sale.

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 modification to the Disposition of Surplus Property Policy 215.07, as shown subsequently in the Board packet.

Disposition of Surplus Property Policy 215.07

Johnson County Community College
Series: 200 Administrative Services
Section: Facilities and Property

Cross-Reference: [Disposition of Surplus Property Operating Procedure 215.08](#)

Applicability: This Policy applies to all Johnson County Community College (“JCCC” or “the College”) Surplus Property, as defined in this Policy.

Purpose: The purpose of this Policy is to govern the disposal of Surplus Property, as defined in this Policy.

Definitions:

“Surplus Property” means College assets and inventory such as equipment, furniture, supplies or other personal property of the College that are obsolete, damaged, worn out or no longer needed by any College department.

Statement:

The Executive Vice President Finance and Administration (“EVP”) or designee shall be authorized to dispose of Surplus Property. Prior to designating property as Surplus Property, reasonable efforts shall be made to redistribute the property for use within the College. Disposition of Surplus Property should focus on stewardship of public property, support the mission of the College, promote sustainability, fairness and transparency, and be conducted in compliance with all applicable laws and regulations.

Surplus Property may be disposed of ~~in-utilizing~~ any of the following ~~methods-manners~~:

1. Trade-in;
2. Advertised public sale (by public auction, fixed price, negotiated price, or informal bidding-sealed bid or public auction);
3. Donation to educational institutions or non-profit organizations;
4. Recycling or salvage; and
5. Trash

In determining the method of disposal, the EVP or designee shall use best efforts to maximize the value and benefit to the College considering all circumstances, including anticipated proceeds as well as costs associated with each method of disposition.

Disposing of items in the trash shall be the method of last resort, after all other ~~avenues~~ methods have been exhausted.

If the sale value of a piece or lot of Surplus Property exceeds \$50,000, the President or designee shall report the sale to the Board Management and Finance Committee.

For clarification purposes, Surplus Property does not include real property. Disposition of College real property shall be effective only when authorized by an affirmative vote of at least two-thirds of all members of the Board of Trustees.

Date of Adoption: 07/06/1982

Revised: 07/07/1994, 07/11/2007, 08/02/2007, 09/18/2008, 01/27/2011, 11/21/2013, 06/20/2019, 07/15/2021, 12/12/2024

Related Links: Sustainability Policy 217.10

Report:

The Management and Finance Committee has reviewed the recommended changes to the Recycling Policy 217.02. The recommended changes delete the policy. Recycling on campus is addressed in the Disposition of Surplus Property Policy 215.07, the Disposition of Surplus Property Operating Procedure 215.08, and the Sustainability Policy 217.10.

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 deletion of the Recycling Policy 217.02, as shown subsequently in the Board packet.

~~Recycling Policy 217.02~~

~~Johnson County Community College~~

~~Series: 200 Administrative Services~~

~~Section: Facilities and Property~~

~~The Board of Trustees, in order to promote environmental responsibility, supports the collection of high grade paper and aluminum cans for the purpose of recycling.~~

~~The president shall have authority to develop cost effective and efficient procedures which are necessary to facilitate the implementation of this policy.~~

~~Date of Adoption: 07/02/1990~~

~~Revised:~~

Other Agreements

Rachel Lierz, Executive Vice President for Finance and Administrative Services presented an agreement with Johnson County Library.

Details can be found in the consent agenda portion of the December 12, 2024, board packet.

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 presented one Bid recommendation.

Bids & Awards: \$150,000+

December 2024 Management & Finance Committee

Bid:	25-077 HVAC Improvements - CLB, LIB Buildings
Fund:	7111 Capital Outlay
Vendors Notified:	202
Contract Period:	Project Completion
Award Justification:	Low bids
Description:	Request for Bid (RFB) for the Air Handling Unit (AHU) replacement in the Library (LIB) building and the Variable Air Volume (VAV) box replacement in the Classroom Laboratory Building (CLB). Award is being split between SGI and Stanger.

Evaluation Committee

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

Base Bid Amounts: LIB AHU Replacement

1. **SGI:** **\$599,005**
2. Fagan Company: \$684,219
3. Stanger Industries: \$757,573

Base Bid Amounts: CLB VAV Box Replacement

1. **Stanger Industries:** **\$78,516**
2. **Fagan Company:** **\$81,327**
3. **SGL:** **No bid**

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 bids from SGI in the amount of \$599,005 with an additional 10% contingency of \$59,901 to allow for possible unforeseen costs, and from Stanger Industries in the amount of \$78,516 with an additional 10% contingency of \$7,852 to allow for possible unforeseen costs for a total amount of \$745,273.

Informational Items

Informational reports for Final 2024 Mill Levy and Assessed Valuation, Bids and Awards, Cooperative Bids and Awards, and Single Source Justification purchases were provided in the Management and Finance Committee meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, January 8, 2025, 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 December 4, 2024

The Student Success Committee met at 9:45 a.m. on Wednesday, December 4, 2024, in GEB 137. Those present were Trustees Dawn Rattan and Valerie Jennings; staff Judy Korb, Mickey McCloud, Gurbhushan Singh, Shelia Mauppin, Barry Bailey, Christina Rudacille, John Clayton, Amy Sellers, and Liz Loomis, recorder.

Accreditation Process and Timelines

John Clayton provided an overview of the accreditation process including aspects beyond the quality of academic offerings. Those aspects include governance/administration, adherence to their mission, sustainability of finances, sufficiency of resources, federal financial aid and credit transferability. He also explained the accreditation process and how institutions prepare. JCCC is accredited by the Higher Learning Commission (HLC) and is on the Open Pathway which includes an Assurance Review in Year 4, Quality Initiative project between years 5 and 9 and a Comprehensive Evaluation in Year 10. A new aspect of the accreditation process for September 2025 includes asking institutions to show how mission pervades their entire assurance response. JCCC's comprehensive evaluation will be during the 2027-2028 academic year.

Curriculum Updates

Barry Bailey presented new courses, course modifications, course deactivations, program modifications, a program deactivation, a cultural diversity designation and general education designations effective for the 2025-2026 academic year.

Affiliation Agreements

Shelia Mauppin asked Christina Rudacille, Director Practical Nursing, to present the new affiliation with the Lawrence Memorial Hospital. Amy Sellers presented an MOU with the Olathe School District.

More information about curriculum and affiliation agreements can be found in the 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

2025 Board of Trustees
Officers, Board Committee Members and Liaisons

OFFICERS:	Chairperson:	Melody Rayl
	Vice Chairperson:	Laura Smith-Everett
	Treasurer:	Mark Hamill
	Secretary:	Dawn Rattan
COMMITTEES:	Audit Committee	Chair: Melody Rayl Member: Laura Smith-Everett
	Board Governance	Chair: Greg Mitchell Member: Lee Cross
	Employee Engagement and Development	Chair: Dawn Rattan Member: Mark Hamill Member: Valerie Jennings
	Management and Finance	Chair: Lee Cross Member: Dawn Rattan Member: Greg Mitchell
	Student Success	Chair: Valerie Jennings Member: Mark Hamill
	Collegial Steering	Chair: Melody Rayl Member: Laura Smith-Everett
LIAISONS:	Foundation:	Dawn Rattan Greg Mitchell
	KACC:	Lee Cross Mark Hamill
	JCERT:	Laura Smith-Everett
	College Council:	Valerie Jennings

RECOMMENDATION

It is the recommendation of the Nominating Committee that the Board of Trustees approve the 2025 slate of officers, committees and liaisons assignments.

Johnson County Community College
Office of the President

December 2, 2024

Treasurer's Report

Report:

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

An ad valorem tax distribution of \$1,386,261 was received from the county treasurer during October and was distributed as follows:

General Fund	\$ 1,301,917
Capital Outlay Fund	81,133
Special Assessment Fund	<u>3,211</u>
Total	<u>\$ 1,386,261</u>

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 October 2024, subject to audit.

Megan Casey
Interim Vice President & Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

Judy Korb
Interim President

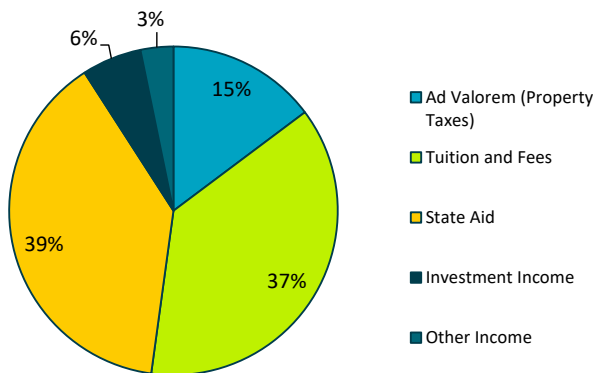
Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% of Fiscal Year Expired
General/Post-Secondary Technical Education (PTE) Funds

	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)	\$ 128,894,722	\$ 1,301,917	\$ 6,416,070	5%	\$ 6,450,847
Tuition and Fees	28,724,481	101,400	16,255,387	57%	14,867,091
State Aid	26,521,819	4,428,236	16,830,964	63%	15,022,816
Investment Income	2,000,000	601,777	2,554,661	128%	1,820,743
Other Income	4,005,426	444,893	1,402,553	35%	1,281,287
Total Revenue	\$ 190,146,448	\$ 6,878,224	\$ 43,459,635	23%	\$ 39,442,784
Salaries and Benefits	\$ 145,603,756	\$ 12,416,007	\$ 40,920,643	28%	\$ 38,355,117
Current Operating	35,413,654	2,351,116	13,642,934	39%	12,037,060
Capital	5,672,692	348,128	788,321	14%	799,541
Debt Service	3,687,988	-	3,013,799	82%	2,958,743
Total Expenses	\$ 190,378,089	\$ 15,115,251	\$ 58,365,698	31%	\$ 54,150,461

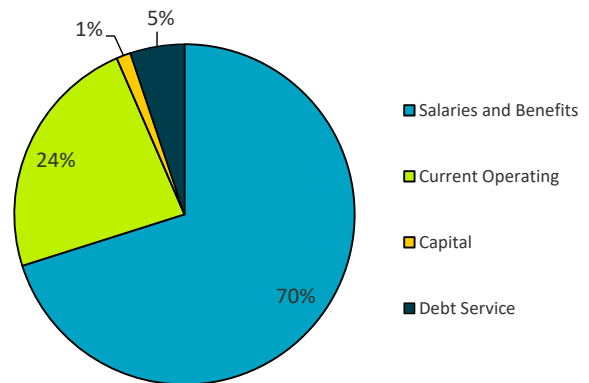
Unencumbered Cash Rollforward:

Beginning Balance	\$ 143,525,283	\$ 122,092,826
Revenues Over Expenses	(14,906,063)	(14,707,677)
Encumbrances & Other Activity	(8,691,717)	(8,781,599)
Ending Balance	<u>\$ 119,927,503</u>	<u>\$ 98,603,550</u>

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 state aid (39%), followed by tuition and fees (37%), ad valorem (property taxes) (15%), investment income (6%) and other income (3%). The largest source of expenses this year to date is salary and benefits (70%), followed by current operating (24%), debt service (5%), and capital expenses (1%).

Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% 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	\$ 9,211,835	\$ 30,134,791	28%	\$ 27,980,111	8%
Benefits	38,424,000	3,204,171	10,785,852	28%	10,375,006	4%
Event Officials	88,527	27,843	51,894	59%	46,001	13%
Legal Services	150,000	13,045	19,340	13%	27,677	-30%
Lobbyist Services	35,000	-	-	0%	-	0%
Audit Services	95,000	21,000	40,000	42%	34,545	16%
Collection Costs	63,000	620	5,829	9%	5,612	4%
Insurance, Property/Casualty & Rel	1,466,625	519,195	1,337,164	91%	1,211,285	10%
Contracted Services	8,798,824	273,550	2,312,687	26%	2,194,379	5%
SB 155 Shared Funding Payments	450,000	-	-	0%	-	0%
Overnight Travel	1,099,968	79,944	206,291	19%	182,653	13%
Travel - Accreditation	25,000	-	-	0%	-	0%
Staff Development Training & Travel	305,080	13,033	85,519	28%	78,535	9%
Faculty Continuing Ed Grants	19,000	2,635	7,815	41%	5,420	44%
Tuition Reimbursement	550,000	10,508	227,872	41%	205,695	11%
Same Day Travel	128,278	6,580	18,089	14%	19,736	-8%
Supplies and Materials	6,462,228	504,635	1,777,090	27%	1,672,660	6%
Computer Software & Licenses	6,016,333	266,488	3,975,140	66%	3,008,076	32%
Technical Training	134,650	10,937	19,281	14%	27,123	-29%
Applicant Travel	15,500	722	3,471	22%	2,986	16%
Recruiting Travel	46,000	4,430	14,285	31%	5,379	166%
Printing, Binding & Publications	99,850	395	17,547	18%	28,627	-39%
Advertising and Promotions	1,109,000	55,120	449,943	41%	322,681	39%
Memberships	460,540	10,216	228,093	50%	239,406	-5%
Accreditation Expenses	54,106	1,594	31,689	59%	35,814	-12%
Bad Debt Expense	250,000	-	250,000	100%	65,000	285%
Electric	3,193,238	205,021	971,146	30%	963,865	1%
Water	227,391	27,457	127,672	56%	127,845	0%
Natural Gas	87,344	3,054	8,995	10%	11,004	-18%
Unified Communications	503,000	5,768	348,611	69%	432,713	-19%
Gasoline	75,000	6,150	23,670	32%	19,821	19%
Subscriptions	510,500	22,419	237,617	47%	233,750	2%
Rentals and Leases	648,170	53,444	218,511	34%	180,121	21%
Repairs and Maintenance	832,812	70,973	172,960	21%	173,857	-1%
Freight	118,075	2,903	37,940	32%	11,852	220%
Special Events	614,240	26,699	128,408	21%	107,176	20%
Retirement Recognitions	7,500	1,050	2,355	31%	524	349%
Postage	220,000	2,727	77,091	35%	62,582	23%
Contingency	537,700	-	-	0%	94,984	-100%
Remodeling and Renovations	1,882,083	79,207	141,117	7%	30,899	357%
Library Books	85,000	12,295	29,369	35%	30,115	-2%
Furniture and Equipment	2,432,852	67,677	280,885	12%	705,458	-60%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	380,563	188,950	336,950	89%	33,069	919%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	617,339	100,560	158,168	26%	148,757	6%
Foster Care & Killed on Duty Grant	70,000	-	19,753	28%	17,918	10%
Federal SEOG Match	115,530	400	31,000	27%	31,000	0%
Principal Payments	2,290,000	-	2,290,000	100%	2,180,000	5%
Interest Payments	1,396,488	-	723,799	52%	778,743	-7%
Fee Payments	1,500	-	-	0%	-	0%
TOTAL EXPENSES	\$ 190,378,089	\$ 15,115,251	\$ 58,365,698	31%	\$ 54,150,461	8%

Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% 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	\$ 538,972	\$ 2,460,007	57%	\$ 1,490,594
Investment Income	40,000	9,069	35,336	88%	30,794
Other Income	1,619,500	73,290	462,953	29%	407,795
Total Revenue	<u>\$ 5,957,800</u>	<u>\$ 621,331</u>	<u>\$ 2,958,296</u>	<u>50%</u>	<u>\$ 1,929,183</u>
Salaries and Benefits	\$ 2,400,299	\$ 150,149	\$ 619,525	26%	\$ 731,485
Current Operating	4,631,079	315,153	1,126,971	24%	865,166
Capital	35,000	-	-	0%	-
Total Expenses	<u>\$ 7,066,378</u>	<u>\$ 465,302</u>	<u>\$ 1,746,496</u>	<u>25%</u>	<u>\$ 1,596,650</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 837,395		\$ 1,372,323
Revenues Over Expenses			1,211,800		332,533
Encumbrances & Other Activity			(1,470,189)		(1,113,877)
Ending Balance			<u>\$ 579,006</u>		<u>\$ 590,979</u>
Student Activity Fund					
Tuition and Fees	\$ 1,961,498	\$ 4,964	\$ 1,182,922	60%	\$ 1,137,782
Investment Income	36,000	4,707	25,108	70%	25,395
Other Income	8,500	93	1,540	18%	1,718
Total Revenue	<u>\$ 2,005,998</u>	<u>\$ 9,765</u>	<u>\$ 1,209,570</u>	<u>60%</u>	<u>\$ 1,164,895</u>
Salaries and Benefits	\$ 409,516	\$ 38,463	\$ 126,522	31%	\$ 81,306
Current Operating	1,198,469	137,961	280,966	23%	178,571
Grants/Scholarships	1,452,014	38,284	627,714	43%	586,297
Total Expenses	<u>\$ 3,059,999</u>	<u>\$ 214,709</u>	<u>\$ 1,035,202</u>	<u>34%</u>	<u>\$ 846,175</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 896,163		\$ 1,214,098
Revenues Over Expenses			174,368		318,720
Encumbrances & Other Activity			(326,946)		(214,881)
Ending Balance			<u>\$ 743,585</u>		<u>\$ 1,317,937</u>

Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% 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	\$ 11,560	\$ 85,790	48%	\$ 60,154
Other Income	40,000	-	-	0%	-
Total Revenue	<u>\$ 220,000</u>	<u>\$ 11,560</u>	<u>\$ 85,790</u>	<u>39%</u>	<u>\$ 60,154</u>
Salaries and Benefits	\$ 133,100	\$ 11,284	\$ 46,199	35%	\$ 28,794
Current Operating	273,400	651	1,895	1%	3,074
Capital	36,000	-	-	0%	-
Total Expenses	<u>\$ 442,500</u>	<u>\$ 11,935</u>	<u>\$ 48,095</u>	<u>11%</u>	<u>\$ 31,868</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,339,059		\$ 1,242,904
Revenues Over Expenses			37,695		28,286
Encumbrances & Other Activity			1,495		(2,623)
Ending Balance			<u>\$ 1,378,249</u>		<u>\$ 1,268,567</u>
Truck Driver Training Course Fund					
Tuition and Fees	\$ 1,830,000	\$ 179,463	\$ 437,862	24%	\$ 448,551
Total Revenue	<u>\$ 1,830,000</u>	<u>\$ 179,463</u>	<u>\$ 437,862</u>	<u>24%</u>	<u>\$ 448,551</u>
Salaries and Benefits	\$ 1,392,668	\$ 86,903	\$ 328,045	24%	\$ 265,209
Current Operating	993,379	39,546	148,442	15%	98,520
Capital	-	-	-	0%	-
Total Expenses	<u>\$ 2,386,047</u>	<u>\$ 126,449</u>	<u>\$ 476,487</u>	<u>20%</u>	<u>\$ 363,729</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 901,019		\$ 1,354,084
Revenues Over Expenses			(38,625)		84,822
Encumbrances & Other Activity			(256,416)		(752,236)
Ending Balance			<u>\$ 605,977</u>		<u>\$ 686,670</u>
Special Assessments Fund					
Ad Valorem (Property Taxes)	\$ - *	\$ 3,211	\$ 16,066 *	0%	\$ 23,072
Interest Income	-	-	-	100%	22,137
Total Revenue	<u>\$ -</u>	<u>\$ 3,211</u>	<u>\$ 16,066</u>	<u>100%</u>	<u>\$ 45,209</u>
Current Operating	\$ 300,000	\$ 16,157	\$ 48,060	16%	\$ 39,929
Total Expenses	<u>\$ 300,000</u>	<u>\$ 16,157</u>	<u>\$ 48,060</u>	<u>16%</u>	<u>\$ 39,929</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,722,625		\$ 1,547,334
Revenues Over Expenses			(31,994)		5,280
Encumbrances & Other Activity			(86,940)		(105,071)
Ending Balance			<u>\$ 1,603,691</u>		<u>\$ 1,447,543</u>

*JCCC discontinued the Special Assessment Levy beginning FY25.

Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% 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%	\$ 4,737
Bookstore	6,238,900	167,663	2,829,955	45%	2,783,807
Dining Services	2,901,892	342,420	876,145	30%	1,073,006
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	64	64	2%	477
Hospitality Management & Pastry Program	57,500	4,708	8,764	15%	13,280
Campus Farm	16,500	291	4,649	28%	12,232
Investment Income	30,000	454	9,782	33%	13,647
Total Revenues	<u>\$ 9,249,792</u>	<u>\$ 515,600</u>	<u>\$ 3,729,359</u>	<u>40%</u>	<u>\$ 3,901,187</u>
Expenses					
Cosmetology	\$ -	\$ -	\$ - †	0%	\$ 3,551
Bookstore	6,157,550	158,388	2,334,577	38%	2,474,291
Dining Services	3,999,368	391,481	1,198,298	30%	1,049,871
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	567	567	19%	531
Hospitality Management & Pastry Program	65,000	3,575	10,743	17%	24,188
Campus Farm	16,500	1,132	6,253	38%	3,434
Subtotal	<u>\$ 10,243,418</u>	<u>\$ 555,142</u>	<u>\$ 3,550,438</u>	<u>35%</u>	<u>\$ 3,555,866</u>
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 10,000	\$ -	\$ -	0%	\$ 856
Director	347,315	24,526	98,105	28%	39,201
Total Expenses	<u>\$ 10,600,733</u>	<u>\$ 579,668</u>	<u>\$ 3,648,544</u>	<u>34%</u>	<u>\$ 3,595,923</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ (112,897)		\$ 298,431
Revenues Over Expenses			80,816		305,264
Encumbrances & Other Activity			(405,658)		(244,521)
Ending Balance			<u>\$ (437,739)</u>		<u>\$ 359,174</u>

Auxiliary Enterprise Fund - Schedule 2

	2024-2025 Year to Date Net	2023-2024 Year to Date Net	Net Change from Prior Year
Cosmetology	\$ - †	\$ 1,186	\$ (1,186)
Bookstore	495,378	309,517	185,861
Dining Services	(322,154)	23,135	(345,289)
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	(503)	(54)	(449)
Hospitality Management & Pastry Program	(1,979)	(10,908)	8,929
Campus Farm	(1,604)	8,799	(10,402)
	<u>\$ 178,921</u>	<u>\$ 331,673</u>	<u>\$ (152,753)</u>

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

Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% 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	\$ 3,904	848,916	61%	816,105
Total Expenses	1,715,700	1,636,150	1,636,680	95%	1,599,030
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 485,909</u>		<u>\$ 687,282</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	49,993	100%	49,993
Total Expenses	250,000	-	-	0%	-
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 618,547</u>		<u>\$ 479,754</u>
Capital Outlay					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 10,503,994		\$ 10,503,994		\$ 8,942,696
Total Revenue	8,664,378	\$ 133,282	625,259	7%	550,833
Total Expenses	8,179,855	189,129	330,711	4%	330,830
Encumbrances & Other Activity			(2,295,279)		(1,691,334)
Ending Balance			<u>\$ 8,503,264</u>		<u>\$ 7,471,365</u>
Campus Development Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,876,307		\$ 1,876,307		\$ 1,422,099
Total Revenue	840,642	\$ 2,342	509,350	61%	489,663
Total Expenses	1,000,000	643	9,168	1%	2,100
Encumbrances & Other Activity			(162,810)		(198,119)
Ending Balance			<u>\$ 2,213,679</u>		<u>\$ 1,711,543</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	108,869	262,730	27%	1,838,366
Encumbrances & Other Activity			106,269		998,157
Ending Balance			<u>\$ 318,639</u>		<u>\$ 1,664,846</u>
All Other Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 68,381		\$ 68,381		\$ 1,692,289
Total Revenue	25,546,512	\$ 1,147,962	20,777,377	81%	16,031,049
Total Expenses	10,817,210	2,286,311	15,817,191	146%	13,086,343
Encumbrances & Other Activity			(1,356,864)		(5,050,248)
Ending Balance			<u>\$ 3,671,703</u>		<u>\$ (413,253)</u>
Grand Total All Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 163,874,656		\$ 163,874,656		\$ 145,584,107
Total Revenue	245,862,641	\$ 9,519,141	74,707,473	30%	64,929,606
Total Expenses	237,178,546	22,272,271	89,796,726	38%	82,973,837
Encumbrances & Other Activity			(8,573,390)		(11,663,919)
Ending Balance			<u>\$ 140,212,012</u>		<u>\$ 115,875,957</u>

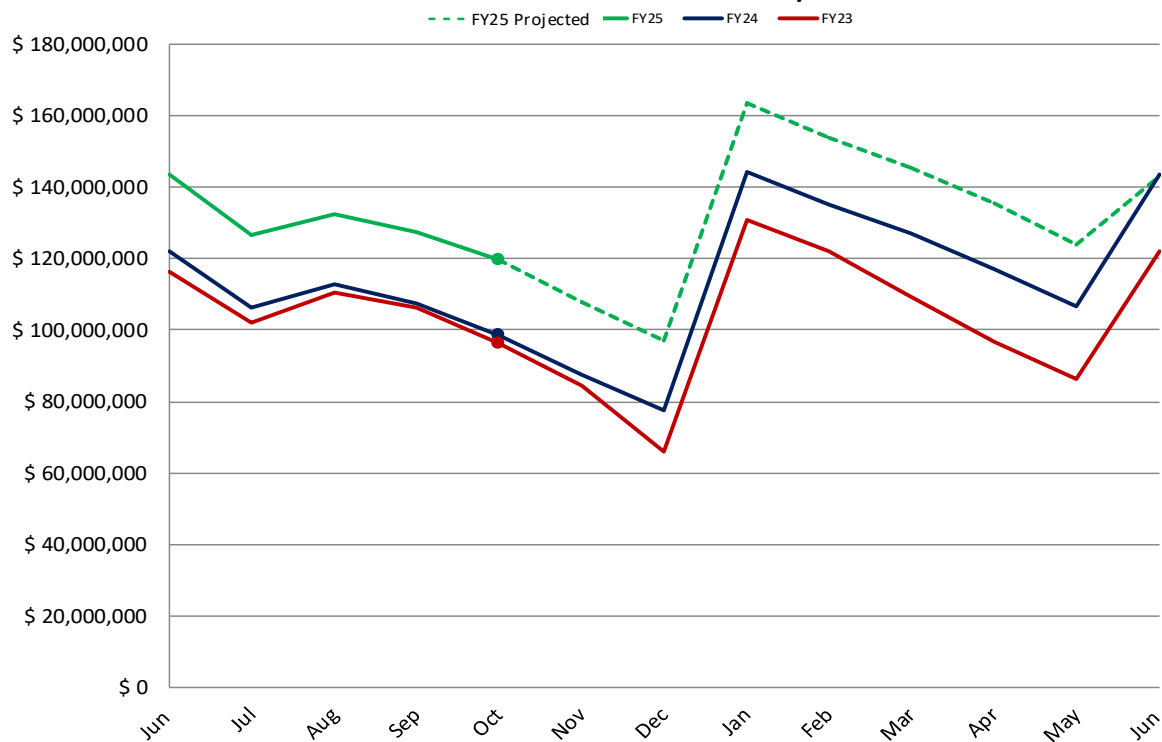
Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% of Fiscal Year Expired
Investments

Description	Date Purchased	Date Of Call/Maturity	Yield Rate	Matured This Month	Current Investments
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 Bills	09/30/24	10/10/24	4.45%	5,000,000	
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 Bills	10/03/24	11/07/24	4.43%		\$ 2,000,000
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 Bills	10/03/24	12/12/24	4.25%		7,000,000
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	04/15/25	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 Bills	10/03/24	10/02/25	3.56%		4,775,000
US Treasury Notes	06/05/24	10/15/25	4.25%		4,945,000
US Treasury Bills	10/10/24	11/12/25	4.50%		5,021,000
US Treasury Notes	10/31/24	11/15/25	2.25%		1,512,000
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					163,939,000
Municipal Investment Pool: (MIP) Daily Rate	10/01/24	10/31/24	3.54%		641,824
Grand Total					<u>\$ 164,580,824</u>

**Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% of Fiscal Year Expired
Cash & Pooled Investment Analysis**

Fund	Book Balance	Outstanding Commitments	Unencumbered Balance	Prior Year Unencumbered Balance
General & PTE Funds	\$ 142,014,097	\$ 22,086,593	\$ 119,927,503	\$ 98,603,550
Adult Supplementary Education Fund	2,090,424	1,511,418	579,006	590,979
Student Activity Fund	1,085,071	341,486	743,585	1,317,937
Motorcycle Driver Safety Fund	1,378,249	-	1,378,249	1,268,567
Truck Driver Training Fund	916,069	310,091	605,977	686,670
Special Assessments Fund	1,706,788	103,097	1,603,691	1,447,543
Auxiliary Enterprise Funds	104,664	542,403	(437,739)	359,174
Revenue Bond Debt Service Fund	2,149,187	1,663,277	485,909	687,282
ITC Repair and Replacement Reserve Funds	618,547	-	618,547	479,754
Capital Outlay Funds	12,020,152	3,516,888	8,503,264	7,471,365
Campus Development Fund	2,414,795	201,116	2,213,679	1,711,543
Phase 3 Facilities Master Plan	727,275	408,637	318,639	1,664,846
All Other Funds	10,868,276	7,008,807	3,671,703	(413,253)
Total	\$ 178,093,592	\$ 37,693,815	\$ 140,212,012	\$ 115,875,957

**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 October, the ending balances were approximately \$119.9 million for 2025, \$98.6 million for 2024, and \$96.5 million for 2023. The estimated fiscal year 2025 ending balance is \$143.3 million.

Johnson County Community College
Treasurer's Report
October 31, 2024
33.3% of Fiscal Year Expired
Foundation

	Activity Year To Date October 31, 2024	Prior Year Activity To Date	\$	CHANGE	CHANGE	%
Foundation						
Contribution Income	\$ 537,384	\$ 751,556				
Event Revenue	465,687	492,677				
Investment Income	2,287,663	(735,547)				
Other Revenue	13,073	45,432				
Total Revenue	<u>\$ 3,303,807</u>	<u>\$ 554,118</u>	\$	2,749,690	496.2	%
Student Assistance	\$ 24,090	\$ 8,535				
Program Support	15,859	83,143				
Project Support	1,073	1,093				
Campus Support	20,365	18,346				
Programming Expenses	71,735	243,770				
General & Administrative Expenses	157,725	146,682				
Total Expenses	<u>\$ 290,846</u>	<u>\$ 501,569</u>	\$	(210,723)	(42.0)	%
Balance Forward	\$ 51,904,214	\$ 45,955,637				
Revenues Over Expenses	<u>3,012,961</u>	<u>52,549</u>				
Ending Balance	<u>\$ 54,917,175</u>	<u>\$ 46,008,186</u>	\$	8,908,990	19.4	%

Management and Finance Committee
December 4, 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)

Agency/ Organization	Program(s)	Credit/CE	New/Renewal and Term	Financial Impact/Additional Information
The Lawrence Memorial Hospital dba LMH Health	Practical Nursing	Credit	New/ 2024-2025	For Clinical and Non-Clinical experiences. To provide practical learning experiences and establish a supportive and collaborative relationship for the benefit of the School's students.

Cooperative Agreements

(Create cooperative relationships between JCCC and other organizations and educational institutions for shared programming, curriculum and staffing in certain career areas)

Agency/ Organization	Program(s)	Credit/CE	New/Renewal and Term	Financial Impact/Additional Information
Olathe Public Schools	Career Ready Partnership	Credit	New	The college and high school will renew an MOU agreement establishing a Career Ready Partnership primarily serving high

				<p>school juniors and seniors from the School District (“Program”). This Program will provide concurrent enrollment for academic college credit courses for students attending approved College courses. The Program will allow students the opportunity to simultaneously earn both high school credits and JCCC college credits. Transferability of JCCC course credits will depend on the courses taken and the requirements of the receiving higher education institution. This Program is designed to prepare high school students for successful careers and future educational opportunities by fully integrating high school, college, and career preparation and by encouraging high school and college completion rates. Financial impact to the College: The students pay tuition to the college for the Career Ready programs, with an understanding that many of the courses are covered by Excel in CTE.</p>
--	--	--	--	--

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
Johnson County Library (JCL)	Workforce Development and Continuing Education – Adult Education (JCAE)	CE	Renewal; 1/1/2025- 12/31/2025	No financial impact. JCL will provide JCAE classroom space, internet and computer workstations for ESL/GED classes and students at the Gardner Library location.

Recommendation:

It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to authorize the College to enter into the above agreements, as set forth above.

Gurbhushan Singh
Vice President, Academic
Affairs/CAO

Rachel Lierz
Executive Vice President, Finance
and Administrative Services

Judy Korb
Interim President

Johnson County Community College
Office of the President

December 2, 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 December 12, 2024 board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
11/01/2024	00722646 - 00722759	AP	297,013.51
11/01/2024	!0050585 - !0050656	ACH	2,230,854.11
11/08/2024	00722760 - 00722866	AP	439,663.13
11/08/2024	!0050657 - !0050744	ACH	774,110.36
11/12/2024	J0222744	P-Card ACH	177,162.02
11/13/2024	W0000267	Wire	2,752.64
11/13/2024	W0000268	Wire	987.36
11/15/2024	00722867 - 00722957	AP	283,828.28
11/15/2024	!0050745 - !0050817	ACH	661,782.78
11/15/2024	J0222785	P-Card ACH	116,979.72
11/20/2024	W0000269	Wire	450.00
11/20/2024	W0000270	Wire	130.00
11/21/2024	W0000271	Wire	1,777,054.78
11/22/2024	00722958 - 00723077	AP	588,028.56
11/22/2024	!0050818 - !0050885	ACH	593,568.26
11/22/2024	J0222831	P-Card ACH	123,786.10
			<hr/>
			\$8,068,151.61

Tuition Refunds and Financial Aid Disbursements

11/01/2024	10196175 - 10196259	20,771.35
11/08/2024	10196260 - 10196398	88,518.61
11/15/2024	10196399 - 10196437	15,078.49
11/22/2024	10196438 - 10196464	9,691.80
11/01-11/22/2024	Refund ACH	539,078.15
		<hr/>
		\$673,138.40
		<hr/>
Total Cash Disbursements		\$8,741,290.01
		<hr/>

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 \$8,741,290.01.

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

December 12, 2024

CURRICULUM

REPORT:

New Courses, Effective Academic Year 2025-2026

- ACCT 278 Accounting Internship
- ACCT 285 Accounting Capstone
- BIOL 198 Exploring Biodiversity
- ENGL 257 Generative AI & the Future of Writing
- EVRN 132 Environmental Science Laboratory
- FL 265 Intermediate Chinese I
- FL 266 Intermediate Chinese II
- GEOS 160 Introduction to Meteorology
- MATH 051 Contemporary Math Support Course
- MATH 151 Contemporary Mathematics
- MATH 061 Elementary Statistics Support Course
- MATH 161 Elementary Statistics
- MATH 201 Statistics
- VDA 112 Photoshop I
- VDA 114 Illustrator I
- VDA 116 InDesign I
- VDA 122 Photoshop II
- VDA 124 Illustrator II
- VDA 126 InDesign II
- VDA 130 Motion Graphics
- VDA 190 Applications for Visual Design
- VDA 292 Special Topics:

Course Modifications, Effective Academic Year 2025-2026

- CJ 221 Forensic Science and Crime Scene Investigation
- EDUC 121 Introduction to Teaching
- EDUC 220 Survey of the Exceptional Child
- EDUC 130 Foundations of Early Childhood Education
- EDUC 250 Child Health, Safety and Nutrition
- GDES 125 Graphic Processes
- GDES 130 Drawing and Media Methods I

- GDES 131 Drawing and Media Methods II
- GDES 132 Typography
- GDES 245 Advanced Design Practice
- GDES 236 Electronic Production
- HIST 140 U.S. History to 1877
- JOUR 225 Promotional Writing
- MATH/PHYS 191 Math & Physics for Games I
- PHIL 121 Introduction to Philosophy
- PHIL 124 Logic and Critical Thinking
- PHIL 128 Environmental Ethics
- PHIL 140 Business Ethics
- PHIL 142 History of Asian Philosophy
- PHIL 176 Philosophy of Religion
- POLS 126 State and Local Government
- POLS 175 Environmental Policy and Law
- POLS 192 Political Theory
- RC 271 Respiratory Care Clinical Experience I
- RC 272 Respiratory Care Clinical Experience II

Course Deactivations, Effective Academic Year 2025-2026

- ANI 130 Motion Graphics and Effects
- AVHO 106 Home Health Aide (HHA)
- AVHO 115 IV Therapy for LPNs
- CDTP 135 Desktop Photo Manipulation I: Photoshop
- CDTP 140 Desktop Publishing I: InDesign
- CDTP 145 Desktop Illustration I: Illustrator
- CDTP 155 Desktop Photo Manipulation II: Photoshop
- CDTP 160 Desktop Publishing II: InDesign
- CDTP 165 Desktop Publishing II: Illustrator
- CDTP 168 Desktop Publishing: InDesign
- CDTP 175 Desktop Photo Manipulation III: Photoshop
- CDTP 185 Desktop Illustrator III: Illustrator
- CDTP 190 Applications for Visual Design
- CDTP 291 Independent Study
- FL 192 Intermediate Chinese I
- FL 193 Intermediate Chinese II
- MATH 165 Finite Mathematics

- MATH 181 Statistics

Program Modifications, Effective Academic Year 2025-2026

- Associate of Arts Kansas Systemwide General Education Structure
- Associate of Fine Arts Kansas Systemwide General Education Structure
- Associate of Science Kansas Systemwide General Education Structure
- Associate of General Studies General Education Structure
- Associate of Applied Science General Education Structure
- 1020-AFA: Fine Arts
- 2000-AA: Elementary Education
- 2030-AAS: Web Development and Digital Media
- 2050-AAS: Automation Engineer Technology
- 2290-AAS: Graphic Design
- 2310-AAS: Construction Management Technology
- 2430-AAS: Business Administration
- 2620-AAS: Marketing Management
- 2630-AAS: Animation-Entertainment and Game Art Design
- 2750-AAS: Interior Design
- 3140-CERT: Kitchen and Bath Design Certificate
- 5460-CERT: Data Analytics
- 5470-CERT: Digital Marketing Certificate

Program Deactivation, Effective Academic Year 2025-2026

- 3580-CERT: Home Health Aide Certificate

Cultural Diversity Designation, Effective Academic Year 2025-2026

- HIST 200 Empires of the Silk Road

General Education Designation, Effective Academic Year 2025-2026

- ENGL 119 College Composition I with Review
 - Associate of Arts (AA), English
 - Associate of Fine Arts (AFA), English
 - Associate of Science (AS), English
 - Associate of Applied Science (AAS), English and Communications
 - Associate of General Studies (AGS), English and Communications
- ENGL 216 African-American Literature
 - Associate of Arts (AA), Arts & Humanities, English, English (Literature)
 - Associate of Fine Arts (AFA), Arts & Humanities, English, English (Literature)

- Associate of Science (AS), Arts & Humanities, English, English (Literature)
- Associate of Applied Science (AAS), Humanities, English, English (Literature)
- Associate of General Studies (AGS), Culture & Ethics, Cultural Perspective
- HIST/HUM/REL 150 Islam: Religion and Civilization
 - Associate of Arts (AA), Arts & Humanities, History, Humanities/Religion
 - Associate of Fine Arts (AFA), Arts & Humanities, History/Humanities/Religion
 - Associate of Science (AS), Arts & Humanities, History/Humanities/Religion
 - Associate of Applied Science (AAS) > Arts & Humanities, History/Humanities/Religion
 - Associate of General Studies (AGS), Culture & Ethics/Global Issues & Diversity
- HIST 200 Empires of the Silk Road
 - Associate of Arts (AA), Arts & Humanities, History
 - Associate of Fine Arts (AFA), Arts & Humanities, History
 - Associate of Science (AS), Arts & Humanities, History
 - Associate of Applied Science (AAS), Arts & Humanities, History
 - Associate of General Studies (AGS), Global Issues & Diversity

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

December 12, 2024

GRANTS, CONTRACTS AND AWARDS

REPORT:

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

1. Carl Perkins Program Improvement Grant FY25 – *additional funding*
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: Additional funding awarded based on 2023 performance.
Duration: December 1, 2024 – June 30, 2025
Grant Administrator: Shelia Mauppin
Amount Funded: \$5,500
JCCC Match: -0-
Applicant: JCCC

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

1. Innovation in Two-Year College STEM Education
Funding Agency: National Science Foundation
Purpose: To participate in a community of practice with the Institute for Future Intelligence in the design and development of curriculum to advance the use of thermal imaging in the teaching of chemistry at two-year colleges.
Duration: January 1, 2025 – December 31, 2026
Grant Administrator: Melanie Harvey
Amount Requested: \$20,000
JCCC Match: - 0 -
Applicant: Institute for Future Intelligence

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

December 12, 2024

Human Resources

1. Retirement

Ted Meadows, Professor, Architecture, Academic Affairs, June 30, 2025.

Recommendation

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

Christina McGee
Vice-President, Human Resources

Judy Korb
Interim President

Johnson County Community College
Office of the President

December 12, 2024

Human Resources Addendum

1. Separations

J.B. Ferguson, Collections Specialist, Finance & Administrative Services, November 8, 2024.

Keon Muldrow, Subcenter Director Procurement Technical Assistant Center, Workforce Development & Continuing Education, January 3, 2025.

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