

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

**Meeting – Board of Trustees
Hugh Speer Board Room, GEB 137
March 13, 2025 – 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: Alison Gibson | |
| 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 | Hugh Clark |
| E. Johnson County Education Research Triangle | Trustee Smith-Everett |
| F. Kansas Association of Community Colleges | Trustee Cross |
| G. Foundation | Trustee Rattan |
| VII. Committee Reports and Recommendations | |
| A. Board Governance Committee (pp 1-2) | Trustee Mitchell |
| <u>Recommendation:</u> 2025 Working Agenda (pp 1-2) | |
| B. Employee Engagement & Development Committee (pp 3-8) | Trustee Rattan |
| <u>Recommendation:</u> Resignations Policy 415.07 and Interview Policy 415.09 (pp 4-5) | |
| <u>Recommendation:</u> 2025 Working Agenda (p 6) | |
| C. Management and Finance Committee (pp 9-22) | Trustee Rattan |
| <u>Recommendation:</u> Facility Use Policy 217.01 (pp 10-12) | |

Recommendation: Lease of College Facilities Policy 217.04 (p 13)

Recommendation: Service of Alcoholic Beverages Policy
217.06 (pp 14-15)

Recommendation: Non-Students on Campus Policy
314.10 (pp 16-17)

Recommendation: Air Handling Unit (AHU) Replacement for
GYM (p 18)

Recommendation: Active Learning Classrooms Renovation (pp 18-19)

Recommendation: COM 322 Renovation (pp 19-20)

Recommendation: Regnier Center Restroom Remodel (p 20)

Recommendation: Panasonic Laser Projectors (pp 20-21)

D. Student Success Committee (pp 23-24)

Trustee Jennings

VIII. President's Recommendation for Action

A. Treasurer's Report (pp 25-34)

Trustee Hamill

B. Monthly Report to the Board

Dr. Judy Korb

IX. New Business

Trustee Rayl

A. Presidential Search Update

X. Old Business

Trustee Rayl

XI. Consent Agenda

Trustee Rayl

A. Regular Monthly Reports and Recommendations

1. Minutes of Previous Meetings

2. 2026-2027 Academic Calendar (pp 35-37)

**3. Affiliation, Articulation and Reverse Transfer,
Cooperative and Other Agreements (pp 38-39)**

4. Cash Disbursement Report (pp 40-41)

5. Grants, Contracts and Awards (pp 42-43)

6. Retirement Tribute Fund (p 44)

B. Human Resources (p 45)

1. Separations

2. Retirements

C. Human Resources Addendum

XII. Executive Session

Trustee Rayl

XIII. Adjournment

Trustee Rayl

Board Governance Committee
Minutes
March 5, 2025

The Board Governance Committee met at 10:45 a.m. on Wednesday, March 5, 2025 via zoom webinar. Those present were Trustees Greg Mitchell, Lee Cross; Staff Judy Korb, Caitlin Murphy, Kelsey Nazar, Rachel Lierz, Mickey McCloud, and Liz Loomis, recorder.

Review 100 Series Policies

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

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

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

Retreat Planning

The Board Governance Committee discussed a spring board retreat, which will be held April 24, 2025 at 5pm on the main campus. Preplanned agenda topics include an overview of the Facilities Master Plan, and a final draft discussion of the 2025-2027 Bridge Plan. Additional item topics were discussed, and an agenda will be forthcoming.

2025 Board Governance Working Agenda

Caitlin Murphy, Special Assistant to the President, presented a draft of the 2025 Board Governance Committee Working Agenda.

**Board Governance Committee
Working Agenda
2025**

- | | |
|------|---|
| BG-1 | <p>Review 100 Series Policy</p> <ul style="list-style-type: none">• Board Responsibilities Policy 110.00• Policy on Policies 111.00• Number and Selection of Trustees Policy 111.01• Officers Policy 111.02• Committees Policy 111.03• Meetings of the Board Policy 112.00• Special Meetings of the Board Operating Procedure• Professional Development Policy 113.00• Code of Conduct Policy 114.01• Code of Ethics Policy 114.02• Resolution of Censure Policy 114.03 |
|------|---|

- BG-2 Process for Annual review of President
- BG-3 Process for Board Self Review
- BG-4 Retreat Planning
- BG-5 Review Onboarding Process for New Trustees
- BG-6 Evaluate Miscellaneous Board Processes

Recommendation:

It is the recommendation of the Board Governance Committee that the Board of Trustees approved the 2025 Board Governance working agenda.

Employee Engagement and Development Committee
Minutes
March 5, 2025

The Employee Engagement and Development Committee met at 10:45am on Wednesday, March 5, 2025, via Zoom.

Those present were Chair Trustee Dawn Rattan, Trustee Valerie Jennings, Judy Korb, Mickey McCloud, Christina McGee, Rachel Haynes, and Barbra Cooper. Jenny Morgan served as the recorder.

HR-1 Review and Update Personnel Policies

Christina McGee, Vice-President, Human Resources, presented two JCCC policies that have been reviewed and modified; the Resignations Policy 415.07, and the Exit Interview Policy 415.09.

Employee Engagement and Development Committee
March 05, 2025

Policy	Recommended Action	Material Changes
Resignations Policy 415.07	Modify	The recommended changes clean up the language used in the policy and incorporate information from Exit Interview Policy 415.09 addressing voluntary exit interviews.
Exit Interview Policy 415.09	Delete	The recommended changes delete the policy. The option to complete a voluntary exit interview has been incorporated into Resignations Policy 415.07.

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the Resignations Policy 415.07. The recommended changes clean up the language used in the policy and incorporate information from Exit Interview Policy 415.09 addressing voluntary exit interviews.

Resignations Policy 415.07

Johnson County Community College

Series: 400 Personnel

Section: Separation of Employment

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. 72-5436 et seq., whose resignations shall be given in accordance with that Act, as amended.

Purpose: The purpose of this Policy is to provide guidelines regarding notice and expectations when an employee voluntarily resigns from the College ~~explain how employees may resign from the College.~~

Statement:

All resignations shall be submitted in writing to the Office of Human Resources by the resigning employee or through the resigning employee's supervisor. Resignations may be accepted by the Office of Human Resources and shall be presented to the Board of Trustees for ratification.

Employees should give a minimum of two weeks’ written notice of resignation absent extraordinary circumstances. Employees resigning from employment with the College may voluntarily complete an exit interview with the Office of Human Resources.

If an employee fails to report to ~~appear for~~ work for three consecutive work days without appropriate approval and documentation, such action may be treated by the College as a voluntary resignation due to job abandonment.

~~Employees should give a minimum of two weeks’ written notice of resignation absent extraordinary circumstances.~~

Date of Adoption:

Revised: 5/14/2015, 04/20/2023, / /2025

~~Exit Interview Policy 415.09~~

~~Johnson County Community College~~

~~Series: 400 Personnel~~

~~Section: Separation of Employment~~

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

~~**Purpose:** The purpose of this Policy is to give employees the opportunity to complete an exit interview.~~

~~**Statement:**~~

~~Employees separating from employment with the College will be given the opportunity to complete an exit interview conducted by the Office of Human Resources. The Office of Human Resources shall be responsible for establishing and maintaining appropriate records of exit interviews.~~

~~**Date of Adoption:**~~

~~Revised: 06/21/2018 (renumbered from Exit Interview Policy 415.09a), 04/20/2023~~

The Employee Engagement and Development Committee has reviewed the recommended changes to Resignations Policy 415.07 and the recommended deletion of the Exit Interview Policy 415.09. The recommended changes in the Resignations Policy cleans up the language and incorporates information from the Exit Interview Policy 415.09 addressing voluntary exit interviews. The recommended changes in the Exit Interview Policy deletes the policy as the option to complete a voluntary exit interview is now incorporated into the Resignations Policy 415.07.

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 modifications to the Resignations Policy 415.07 and delete the Exit Interview Policy 415.09.

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

Christina McGee, Vice-President, Human Resources, presented a draft of the Employee Engagement and Development Committee's Working Agenda for 2025. She discussed the minor revisions made to the document for this calendar year.

Employee Engagement and Development Committee Working Agenda 2024 2025

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

The Employee Engagement and Development Committee reviewed the recommended changes to the 2025 Working Agenda and makes the following recommendation.

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 the Employee Engagement and Development Committee Working Agenda for 2025.

Ms. McGee presented an update from the Office of Human Resources. She announced the hiring of a new Human Resources Compensation Manager, Tammy Clothier, who will

begin this month. Ms. Clothier will bring 17 years of compensation experience with her, including specific knowledge and certification in the area of Compensation and Human Resources.

Ms. McGee reported on the work of the HR Team in actively identifying HR's four key goals. Those goals have been identified as: (1) strengthening internal & external communication and relationships across the college; (2) improving the functionality of the HRIS (Human Resources Information System); (3) enhancing efforts to attract & retain a qualified workforce; and (4) evaluate & refine processes in each functional area within HR.

In addition to the goals, the team is actively working on action steps and plans to meet the identified goals. HR has made some progress towards these goals as they have automated paper forms such as the Separation and Request to Post forms. Additionally, they have updated the Employment webpage to highlight the benefits offered at JCCC and engaged in direct connections with applicants by participating in Career Fairs, so the College becomes more visible to those seeking employment.

Ms. McGee reported on the implementation of the Staff Mentor Program that HR launched this January and which came out of a request from the Employee Survey. The formalized program involves training and matches a mentor with someone of like position or department with a mentee. The mentorship program is unique in that it offers three tracks for mentorship. Those tracks are Social, Advising, and Adjacent. The mentor and mentee will work together over the span of the year. At the end of one year, HR will send out evaluations in order to gain feedback on the success of the program as well as recommendations for improvement. Rachel Haynes, Director of Employee Engagement and Development, and Carissa Sadique, Learning and Development Specialist, have worked hard to get information about this program disseminated, and to date we have had 20 people sign up for the program.

Rachel Haynes, Director, Employee Engagement & Development, provided a quarterly update on professional development data from the Fall 2024 courses and offerings. She showed attendance at employee & supervisor orientations, open enrollment sessions, customized sessions requested by departments, as well as fitness/wellness statistics. In addition, Ms. Haynes informed the group that the psychology-based health & weight loss application – Noom – was launched to benefit-eligible employees in January, and in its first month of inception, 255 out of 900 eligible employees signed up for the program. Ms. Haynes shared that employees have expressed how much they enjoy this benefit, and the collective number of pounds lost between all participants is at

approximately 500. Dining Services has also requested to assist the program by adjusting offerings in the Food Court.

Barbra Cooper, Director of Human Resources, presented findings from the 2023 and 2024 Supervisor 360° evaluations. A total of 1,100 employees completed the 360° evaluations compared to a total of 1,000 employees in 2023. There are a total of 12 statements that each employee rates on a five-point Likert scale. The rate in all categories was better in 2024 than 2023 except for one category related to resource management. The response rate for number of people who participated in the evaluation was approximately 52%. Overall, Ms. Cooper summarized that trends suggest supervisors are strengthening their leadership, communication, and strategic direction, with the one minor concern in resource management. HR hopes this will translate to workforce retention.

Meeting adjourned at 11:27am.

Management and Finance Committee
Minutes
March 5, 2025

The Management and Finance Committee met at 8:30 AM on Wednesday, March 5, 2025, via Zoom Webinar. Those present were Trustees Lee Cross, Greg Mitchell, and Dawn Rattan; staff: Malinda Bryan-Smith, Rob Caffey, Megan Casey, Jim Feikert, Anthony Funari, Tom Hall, Judy Korb, Rachel Lierz, Mickey McCloud, and Linda Nelson, recorder.

Grants Leadership and Development Activities

Malinda Bryan-Smith, Executive Director, Grants Leadership and Development, and Anthony Funari, Senior Grant Professional, provided a report on grant activities. Their presentation included financial results from the past five years, grant planning, preparation and post-award services provided by their department, and communication and compliance processes. They reviewed how grants support scholarships, student support services, community outreach, professional development, program and curriculum development, and equipment and facilities, and highlighted several specific awards recently received.

Review and Update Policies

Rachel Lierz, Executive Vice President, Finance and Administrative Services, reviewed the recommended modifications to the Facility Use Policy 217.01, Lease of College Facilities Policy 217.04, Service of Alcoholic Beverages Policy 217.06, and Non-Students on Campus Policy 314.10.

Policy	Recommended Action	Material Changes
Facilities Use Policy 217.01	Modify	The recommended changes add an applicability and purpose statement and clean up the language used in the policy.
Lease of College Facilities Policy 217.04	Delete	The recommended changes delete the policy because it is duplicative of and made unnecessary by the Facilities Use Policy 217.01.
Service of Alcoholic Beverages Policy 217.06	Modify	The recommended changes allow consumption of alcohol during standard field sobriety testing training at the Police Academy.
Non-Students on Campus Policy 314.10	Rename, Renumber, Modify	The recommended changes rename and renumber the policy to Visitors on Campus Policy 614.00, add an applicability and purpose statement, and align the policy with the Protection of Minors on Campus Policy 613.00.

Report:

The Management and Finance Committee has reviewed the recommended changes to the Facilities Use Policy 217.01. The recommended changes add an applicability and purpose statement and clean up the language used in the policy.

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 Facilities Use Policy 217.01, as shown subsequently in the Board packet.

Facilities Use Policy 217.01

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

Cross-Reference:

[Expressive Activity Operating Procedure 217.03](#)

[Drone Operating Procedure 217.09](#)

[Facilities Heating and Cooling Operating Procedure 217.08](#)

[Soliciting and Promoting on Campus Operating Procedure 217.11](#)

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

Purpose: The purpose of this Policy is to ensure College facilities are used for educational programs and services consistent with the College’s mission.

Statement:

The College may restrict the use of facilities and grounds as it deems necessary. The administration will establish rules and regulations and a schedule of fees for the use of College facilities and may assign priorities to groups wishing to use College facilities. The ~~college~~-administration has final decision-making authority over all proposed use of College facilities.

~~It is the intent of the Board of Trustees of Johnson County Community College that college facilities be used for the educational programs and services central to the mission of the institution.~~ Use of College facilities by community groups is encouraged when it does not conflict with JCCC's ~~educational~~ mission or schedule and College policies and procedures ~~policy or regulations~~. Groups and individuals using who use College facilities must adhere to all local, state, and federal laws and regulations ~~while doing so~~.

Use of facilities or equipment by College employees or students must relate to the College’s instructional mission or work assignment and not to support other personal or commercial activities.

Date of Adoption: 10/16/1989

Revised: / /2025

Report:

The Management and Finance Committee has reviewed the recommended changes to the Lease of College Facilities Policy 217.04. The recommended changes delete the policy because it is duplicative of and made unnecessary by the Facilities Use Policy 217.01.

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 Lease of College Facilities Policy 217.04, as shown subsequently in the Board packet.

~~Lease of College Facilities Policy 217.04~~

~~Johnson County Community College~~

~~Series: 200 Administrative Services~~

~~Section: Facilities and Property~~

~~Johnson County Community College reserves the right to lease rooftop space to private or public concerns for purposes consistent with public welfare and the mission of the college. Any funds received from these leases shall be placed in the Capital Outlay Fund and used for capital outlay maintenance purposes.~~

~~Date of Adoption: 09/05/1996~~

~~Revised:~~

Report:

The Management and Finance Committee has reviewed the recommended changes to the Service of Alcoholic Beverages Policy 217.06. The recommended changes allow consumption of alcohol during standard field sobriety testing training at the Police Academy.

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 Service of Alcoholic Beverages Policy 217.06, as shown subsequently in the Board packet.

Service of Alcoholic Beverages Policy 217.06

Johnson County Community College

Series: 200 Administrative Services

Section: Facilities and Property

Cross-Reference: [Service of Alcoholic Beverages Operating Procedure 217.07](#)

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

Purpose: The purpose of this Policy is to generally prohibit the consumption of alcohol on public property, except in specified locations designated by the Board of Trustees herein, in accordance with K.S.A. 41-719.

Statement:

No person shall drink or consume alcoholic beverages on College property, except in the following limited locations identified in this Policy, and in accordance with the [Service of Alcoholic Beverages Operating Procedure 217.07](#), ~~the~~ [Student Code of Conduct Policy 319.01](#), and all applicable JCCC substance abuse policies.

1. Beer and wine may be served during regular operations at Café Tempo (NMOCA 119).
2. Beer and wine may be served during special events held in the following locations:

- Café Tempo (NMOCA 119) and the Café Tempo patio outside of regular operations;
- The area of the Nerman Museum adjacent to Café Tempo, the Atrium at the Nerman Museum (NMOCA 130), and the Nerman Museum Terrace;
- The Regnier Center Capitol Federal Conference Center (RC 101), the ~~The~~ “Cube” (RC 270), the Bodker Executive Room (RC 170), and the Shull Foyer;
- The Midwest Trust Center lobby and performance halls, including the Recital Hall, Yardley Hall and Polsky Theatre, and their respective stages, staging areas, audience seating and front of house areas, and the Virginia Krebs Community Room (MTC 107);
- The Wylie Hospitality and Culinary Academy lobby (WHCA 100), including the adjacent patio, the Wysong Family Culinary Theatre (WHCA 145), and the Regnier Family Dining Room (WHCA 150),
- The Hugh L. Libby Career and Technical Education Center lobby (CTEC 102); and
- Olathe Health Education Center room number 102 (OHEC 102) and respective lobby areas.

3. Alcoholic beverages may be consumed during standard field sobriety testing training for law enforcement officers conducted by the Kansas Highway Patrol in the Police Academy mat room (PA 126).

All procedures, as directed by the College President, under this Policy shall be in full compliance with federal, state, and local laws and regulations, including the Kansas Liquor Control Act ~~and the~~ City of Overland Park Municipal Code Chapter 5.20 ~~or~~ ~~and~~ Olathe Municipal Code Title 7, as applicable.

Date of Adoption:

Revised: 02/17/2011, 10/20/2011, 07/18/2013, 01/16/2020, 01/21/2021, 04/21/2022, / /2025

Report:

The Management and Finance Committee has reviewed the recommended changes to the Non-Students on Campus Policy 314.10. The recommended changes rename and renumber the policy to Visitors on Campus Policy 614.00, add an applicability and purpose statement, and align the policy with the Protection of Minors on Campus Policy 613.00.

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 Non-Students on Campus Policy 314.10, as shown subsequently in the Board packet.

~~Non-Students-Visitors~~ on Campus Policy ~~614.00-314.10~~

Johnson County Community College

Series: ~~600 Safety and Security-300 Students~~

Section: ~~Campus Community Safety, Wellness and Continuity-Academic Policies~~

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

Purpose: The purpose of this Policy is to promote safe and orderly operation of the College and learning environment by establishing parameters for the presence and conduct of visitors on campus.

Definitions:

“Child” or “Children” means a person or persons under the age of 18 years.

Statement:

I. ~~Non-Students-Visitors~~ in the Classroom

Only ~~those Johnson County Community College (JCCC)~~ students who have been officially admitted, enrolled, or otherwise registered and listed on a course roster or visitors-and ~~non-student individuals~~ with prior approval from JCCC may attend a class at the College.

II. ~~Non-Students-Visitors~~ on Campus

~~Non-students-Visitors~~ may be excluded from certain areas of the campus reserved for student use or College operations, including but not limited to laboratories, testing centers, and offices. ~~These individual~~ College departments, programs, or facilities areas may implement their own guidelines regarding access by visitors-non-students.

~~Non-students-Visitors~~ on campus are expected to conduct themselves in accordance with all federal and state laws and regulations, and ~~conduct themselves~~ in a manner consistent with all ~~JCCC-College p~~Policies and operating pProcedures. ~~Any v~~Violations of ~~these~~ laws, regulations, and/or College pPolicies and operating pProcedures ~~could may~~ result in corrective action being taken by the College.

III. Unattended Children on Campus

To avoid a safety risk to a Child or disruption to College operations, Children, excluding enrolled students, should not be left unattended on campus. This includes Children of JCCC students and employees. Human Resources may develop procedures regarding Children of employees being on Campus during working hours. Children who are attending Covered Activities, as defined in the Protection of Minors on Campus Policy 613.00, are covered by the Protection of Minors on Campus Policy 613.00 if in conflict with this Policy in a manner that presents a safety or health risk to the child or campus community or is disruptive to College operations.

College personnel ~~will not cannot~~ be responsible for overseeing ~~C~~children who are left unattended and should may contact the JCCC Police Department ~~for intervention~~ if a ~~C~~child is found left unattended.

Date of Adoption: 01/19/2006

Revised: 03/24/2011, 04/17/2014, 04/18/2019, / /2025

Other Agreements

Rachel Lierz, Executive Vice President for Finance and Administrative Services, presented a Memorandum of Understanding with the Kansas Highway Patrol for Regional Police Academy Standard Field Sobriety Testing Training. She also presented a Memorandum of Understanding with Kansas State University Research and Extension, Johnson County, for an Extension Master Gardeners demonstration garden spotlighting a food forest in partnership with the JCCC Open Petal Farm.

Details can be found in the consent agenda portion of the March 13, 2025, board packet.

Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facilities Planning, gave an update on facilities projects from the capital acquisitions and improvements matrix report. The matrix summarizes and monitors budget and actual expenses for Campus Services projects, and includes payments through February 28, 2025. It was noted that the Active Learning Classrooms project is included on this report.

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services presented five Bid recommendations.

Bids & Awards: \$150,000+

March 2025 Management & Finance Committee

Bid:	25-125 Air Handling Unit (AHU) Replacement for GYM
Fund:	7111 Capital Outlay
Vendors Notified:	150
Total Contract Period:	Project Completion
Award Justification:	Low Bid
Description:	Request for Bid (RFB) for the replacement of two (2) air handling units (AHU) in the GYM building.

Evaluation Committee

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

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

1. **SGL:** **\$299,700**
2. Martin Mechanical: \$304,758
3. Stanger Industries: \$328,000

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from SGI in the amount of \$299,700 with an additional 10% contingency of \$29,970 to allow for possible unforeseen costs, for a total amount of \$329,670.

Bid:	25-072 Active Learning Classrooms Renovation
Fund:	0201 General Fund

Vendors Notified: 208
 Total Contract Period: Project Completion
 Award Justification: Low Bid
 Description: Request for Bid (RFB) for the renovation of existing classrooms into Active Learning Classrooms (ALC) in the following buildings and rooms: General Education Building GEB256, Classroom Laboratory Building CLB314 and CLB412, Office and Classroom Building OCB 248, and Midwest Trust Center MTC216.

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. **Bull Creek Construction:** \$393,803
2. Centric Construction: \$406,783
3. Excel Constructors: \$424,557
4. Harmon Construction: \$424,581
5. Combes Construction: \$447,000
6. GPS-KC: \$489,673
7. Civic Elite Contracting: \$504,420

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from Bull Creek Construction in the amount of \$393,803 with an additional 10% contingency of \$39,380 to allow for possible unforeseen costs, for a total amount of \$433,183.

Bid:	25-017 COM 322 Renovation
Fund:	7111 Capital Outlay 7146 Facilities Master Plan
Vendors Notified:	208
Total Contract Period:	Project Completion
Award Justification:	Low Bid
Description:	Request for Bid (RFB) for the interior renovations of the Commons (COM) building 322, former student lounge into a teaching kitchen and classroom.

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. **Bull Creek Construction:** **\$477,704**
2. Centric: \$479,735
3. ACI Build Group: \$498,175
4. Civic Elite Contracting: \$500,695
5. Excel Constructors: \$509,257
6. Complete Property Solutions: \$515,244
7. GPS-KC: \$524,365

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from Bull Creek Construction in the amount of \$477,704 with an additional 10% contingency of \$47,770 to allow for possible unforeseen costs, for a total amount of \$525,474.

Bid:	25-075 Regnier Center Restroom Remodel
Fund:	7111 Capital Outlay
Vendors Notified:	208
Total Contract Period:	Project Completion
Award Justification:	Low Bid
Description:	Request for Bid (RFB) for the renovations of the restrooms in the west wing of the Regnier Center (RC).

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. **Centric Construction:** **\$531,785**
2. ACI Build Group: \$579,798
3. GPS-KC: \$641,633
4. Complete Property Solutions: \$651,493
5. Bull Creek Construction: \$651,671
6. Harmon Construction: \$657,462

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from Centric Construction in the amount of \$531,785 with an additional 10% contingency of \$53,179 to allow for possible unforeseen costs, for a total amount of \$584,964.

Cooperative Bids & Awards: \$150,000+

March 2025 Management & Finance Committee

Cooperative Bid:	Panasonic Laser Projectors
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Fund:	7111 Capital Outlay
Vendors Notified:	N/A
Total Contract Period:	N/A
Award Justification:	State of Kansas #53555
Description:	Three Panasonic Laser Projectors and one specialty projector lens for theater productions for the Midwest Trust Center (MTC).

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

1. B&H Photo: \$209,999

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the cooperative purchase from B&H Photo for a total expenditure of \$209,999.

Informational Items

An informational report on contract spend increase was provided in the Management and Finance Committee meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, April 2, 2025, at 8:30 AM.

**Management and Finance
Working Agenda
2025**

- 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 Replacement Plan (August)
 - Capital Acquisitions and Improvements: Monthly Progress Report
 - Leases/Facilities Use Agreements
 - Review and Recommend Financial Plans for Capital Improvements
- MF-5 Monitor Procurement Services
- Procurement Reports and Recommendations
- MF-6 Monitor Information Services
- Information Services Reports (January, April, July, October)
- MF-7 Mission Continuity and Risk Management (June, December)
- MF-8 Other Items and Reports
- Compliance Program (September)
 - Continuing Education and Workforce Development (November)
 - Institutional Advancement (March, October)
 - Management and Finance Committee Working Agenda (January)
 - Monitor Inclusion and Belonging Strategic Measures and Initiatives
 - Other Activities and Programs
 - Other Agreements
 - Sustainability Initiatives (May)

Student Success Committee
Minutes
March 5, 2025

The Student Success Committee met at 9:45 a.m. on Wednesday, March 5, 2025, via Zoom. Those present were Trustees Valerie Jennings and Mark Hamill: staff; Judy Korb, Mickey McCloud, Rachel Lierz, Elisa Waldman, Gurbhushan Singh, Shelli Allen, Shelia Mauppin, Jim Lane, Beth Edmonds, Caitlin Murphy and Liz Loomis as recorder.

Monitor Student Engagement Process – STEM Scholars Program

Beth Edmonds, Professor Mathematics introduced two students Eliana Smith and Elijah Jay who participated in the 2024 STEM Scholars and PI conference. Eliana and Elijah discussed the plenary sessions and workshops they attended. Eliana highlighted her favorite hands-on workshop, “Bad Art Hour” where creativity, and failure was embraced. The Scholars had to collaborate and communicate efficiently to locate art supplies scattered across tables to create bad art. Elijah discussed a favorite workshop, “Mastering Sleep to Maximize Learning”. He learned how crucial sleep is for the mind and body. Elijah said tips for better sleeping was shared and said sleep helps the brain to detox, lowering the risk of dementia. Both students shared how grateful they are for the JCCC STEM scholars’ program as it has given them a caring community and a plethora of resources. Eliana and Elijah thanked Beth Edmonds and Suneetha Menon for their guidance to continue their education at four-year universities.

2026-2027 Academic Calendar

Jim Lane, Dean Arts, Design, Humanities and Social Sciences and Chair of the Academic Calendar Committee presented the 2026-2027 academic calendar. These dates are recommended to allow advance planning for curriculum development, administrative coordination and state and federal legislation. The calendar is part of the consent agenda of the board packet.

The next meeting of the Student Success committee is Wednesday, April 2, 2025 at 9:45 a.m. in GEB 137.

**Student Success Committee
Working Agenda
2025**

- 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

March 3, 2025

Treasurer's Report

Report:

The following pages contain the Treasurer's Report for the month ended January 31, 2025.

An ad valorem tax distribution of \$ 71,933,091 was received from the county treasurer during January and was distributed as follows:

General Fund	\$ 67,498,672
Capital Outlay Fund	4,429,113
Special Assessment Fund	<u>5,306</u>
Total	<u>\$ 71,933,091</u>

Also during January, state aid payments of \$12,395,910 were received and recorded as follows:

General Fund	\$ 8,422,765
Postsecondary Technical Education Fund	<u>3,973,145</u>
Total	<u>\$ 12,395,910</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 January 2025, subject to audit.

Megan Casey
Interim Vice President & Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

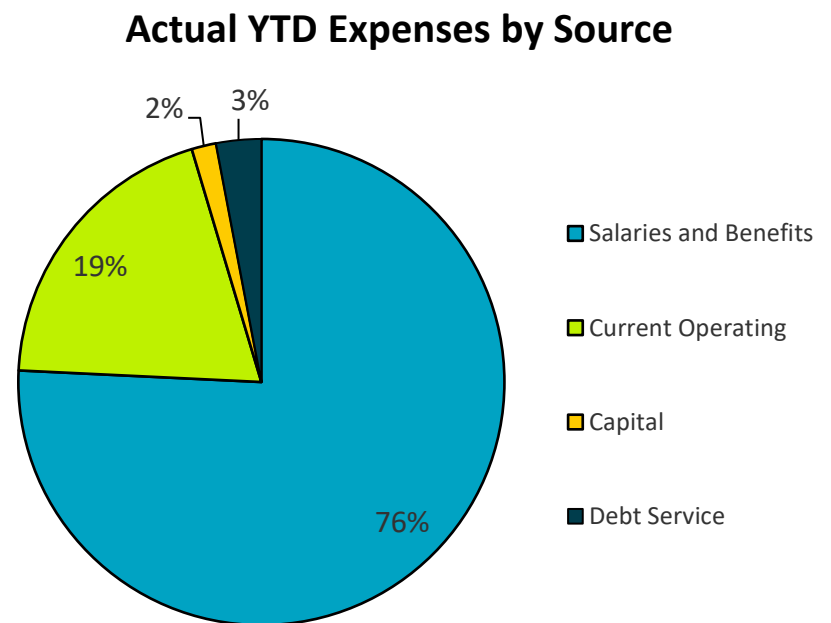
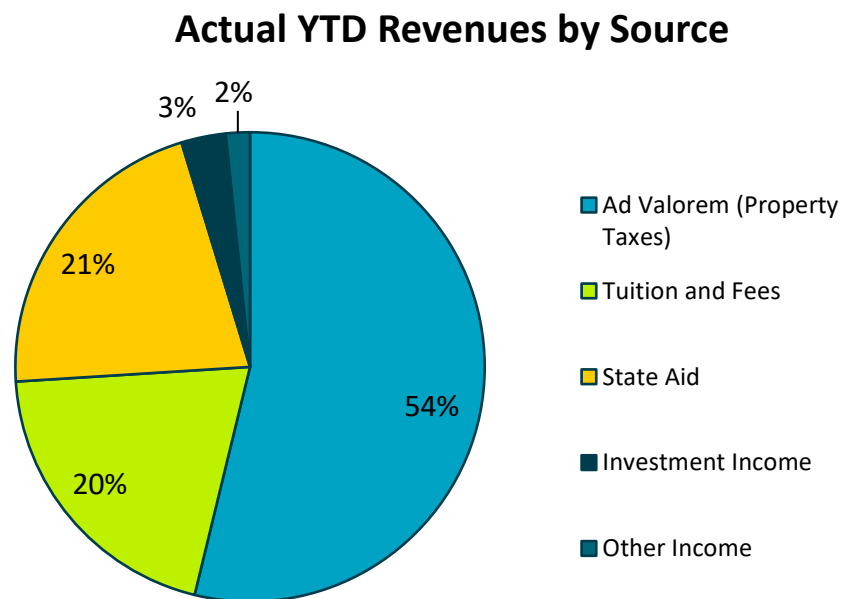
Judy Korb
Interim President

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% 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	\$ 67,498,672	\$ 73,914,742	57%	\$ 70,050,988
Tuition and Fees	28,724,481	11,456,786	27,762,389	97%	25,498,243
State Aid	26,521,819	12,397,924	29,235,110	110%	27,872,985
Investment Income	2,000,000	614,628	4,211,080	211%	3,143,061
Other Income	4,005,426	346,007	2,272,269	57%	2,154,859
Total Revenue	\$ 190,146,448	\$ 92,314,017	\$ 137,395,590	72%	\$ 128,720,137
Salaries and Benefits	\$ 145,603,756	\$ 10,603,666	\$ 76,247,132	52%	\$ 70,866,139
Current Operating	35,413,654	1,999,846	19,743,360	56%	17,776,364
Capital	5,672,692	234,925	1,637,428	29%	1,650,034
Debt Service	3,687,988	-	3,014,549	82%	2,959,493
Total Expenses	\$ 190,378,089	\$ 12,838,437	\$ 100,642,469	53%	\$ 93,252,030

Unencumbered Cash Rollforward:

Beginning Balance	\$ 143,525,283	\$ 122,092,826
Revenues Over Expenses	36,753,121	35,468,107
Encumbrances & Other Activity	(14,416,831)	(13,277,396)
Ending Balance	\$ 165,861,573	\$ 144,283,537



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 ad valorem (property taxes) (54%), followed by state aid (21%), tuition and fees (20%), investment income (3%) and other income (2%). The largest source of expenses this year to date is salary and benefits (76%), followed by current operating (19%), debt service (3%), and capital expenses (2%).

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% 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	\$ 7,611,195	\$ 56,116,381	52%	\$ 51,593,090	9%
Benefits	38,424,000	2,992,471	20,130,750	52%	19,273,050	4%
Event Officials	88,527	-	54,328	61%	64,958	-16%
Legal Services	150,000	17,982	46,719	31%	71,066	-34%
Lobbyist Services	35,000	-	8,374	24%	8,125	3%
Audit Services	95,000	-	66,800	70%	62,045	8%
Collection Costs	62,500	3,828	16,228	26%	9,031	80%
Insurance, Property/Casualty & Rel	1,466,625	670	1,438,974	98%	1,205,603	19%
Contracted Services	8,871,040	604,172	4,331,358	49%	3,958,100	9%
SB 155 Shared Funding Payments	450,000	-	365,068	81%	277,412	32%
Overnight Travel	1,118,121	70,944	390,724	35%	361,872	8%
Travel - Accreditation	25,000	-	603	2%	725	-17%
Staff Development Training & Travel	305,080	35,681	150,426	49%	124,199	21%
Faculty Continuing Ed Grants	19,000	4,288	17,033	90%	15,420	10%
Tuition Reimbursement	550,000	14,735	262,643	48%	369,279	-29%
Same Day Travel	127,447	3,620	32,706	26%	32,511	1%
Supplies and Materials	6,463,040	370,679	2,937,722	45%	2,610,606	13%
Computer Software & Licenses	6,029,936	219,459	4,404,304	73%	3,392,306	30%
Technical Training	119,960	3,971	31,696	26%	42,457	-25%
Applicant Travel	15,500	-	3,945	25%	3,180	24%
Recruiting Travel	46,000	2,683	20,085	44%	9,705	107%
Printing, Binding & Publications	99,850	5,088	22,635	23%	35,162	-36%
Advertising and Promotions	1,107,782	78,759	659,675	60%	541,196	22%
Memberships	455,201	16,975	287,527	63%	278,330	3%
Accreditation Expenses	53,757	-	36,239	67%	37,968	-5%
Bad Debt Expense	250,000	-	250,000	100%	65,000	285%
Electric	3,193,238	281,688	1,685,467	53%	1,653,130	2%
Water	227,391	5,727	159,112	70%	148,177	7%
Natural Gas	87,344	9,036	28,054	32%	31,065	-10%
Unified Communications	503,000	8,894	369,296	73%	463,774	-20%
Gasoline	75,000	5,307	35,198	47%	33,077	6%
Subscriptions	510,500	34,380	299,818	59%	313,677	-4%
Rentals and Leases	648,170	35,318	337,014	52%	310,974	8%
Repairs and Maintenance	851,129	42,211	306,769	36%	300,756	2%
Freight	118,075	34,660	101,342	86%	44,524	128%
Special Events	602,456	16,007	186,927	31%	147,634	27%
Retirement Recognitions	7,500	150	3,268	44%	2,128	54%
Postage	220,000	49,508	152,451	69%	94,445	61%
Contingency	537,700	1,238	3,263	1%	429,688	-99%
Remodeling and Renovations	1,882,083	133,009	486,844	26%	139,654	249%
Library Books	85,000	12,694	69,718	82%	53,319	31%
Furniture and Equipment	2,354,562	89,222	710,564	30%	1,422,663	-50%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	380,563	-	370,302	97%	34,397	977%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	607,239	1,995	165,794	27%	161,156	3%
Foster Care & Killed on Duty Grant	70,000	20,192	41,922	60%	34,404	22%
Federal SEOG Match	115,530	-	31,850	28%	31,500	1%
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	-	750	50%	750	0%
TOTAL EXPENSES	\$ 190,378,089	\$ 12,838,437	\$ 100,642,469	53%	\$ 93,252,030	8%

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% 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	\$ 451,825	\$ 3,516,639	82%	\$ 2,242,279
Investment Income	40,000	7,008	60,682	152%	52,690
Other Income	1,619,500	45,318	707,533	44%	667,848
Total Revenue	<u>\$ 5,957,800</u>	<u>\$ 504,151</u>	<u>\$ 4,284,854</u>	<u>72%</u>	<u>\$ 2,962,817</u>
Salaries and Benefits	\$ 2,400,299	\$ 129,245	\$ 1,072,987	45%	\$ 1,166,177
Current Operating	4,631,079	393,985	1,934,352	42%	1,657,464
Capital	35,000	-	-	0%	-
Total Expenses	<u>\$ 7,066,378</u>	<u>\$ 523,230</u>	<u>\$ 3,007,339</u>	<u>43%</u>	<u>\$ 2,823,640</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 837,395		\$ 1,372,323
Revenues Over Expenses			1,277,516		139,177
Encumbrances & Other Activity			(1,206,195)		(835,309)
Ending Balance			<u>\$ 908,716</u>		<u>\$ 676,191</u>
Student Activity Fund					
Tuition and Fees	\$ 1,961,498	\$ 831,307	\$ 2,016,309	103%	\$ 1,945,765
Investment Income	36,000	5,007	37,310	104%	40,647
Other Income	8,500	1,143	3,612	42%	2,666
Total Revenue	<u>\$ 2,005,998</u>	<u>\$ 837,457</u>	<u>\$ 2,057,230</u>	<u>103%</u>	<u>\$ 1,989,079</u>
Salaries and Benefits	\$ 409,516	\$ 23,499	\$ 220,520	54%	\$ 155,424
Current Operating	1,198,469	96,704	620,739	52%	449,859
Grants/Scholarships	1,452,014	28,578	665,073	46%	1,056,713
Total Expenses	<u>\$ 3,059,999</u>	<u>\$ 148,781</u>	<u>\$ 1,506,331</u>	<u>49%</u>	<u>\$ 1,661,996</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 896,163		\$ 1,214,098
Revenues Over Expenses			550,899		327,083
Encumbrances & Other Activity			(256,703)		(117,739)
Ending Balance			<u>\$ 1,190,359</u>		<u>\$ 1,423,442</u>

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% 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	\$ 7,246	\$ 96,746	54%	\$ 67,653
Other Income	40,000	-	37,680	94%	39,360
Total Revenue	<u>\$ 220,000</u>	<u>\$ 7,246</u>	<u>\$ 134,426</u>	<u>61%</u>	<u>\$ 107,013</u>
Salaries and Benefits	\$ 133,100	\$ -	\$ 54,319	41%	\$ 36,333
Current Operating	273,400	-	2,696	1%	5,760
Capital	36,000	-	-	0%	-
Total Expenses	<u>\$ 442,500</u>	<u>\$ -</u>	<u>\$ 57,014</u>	<u>13%</u>	<u>\$ 42,093</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,339,059		\$ 1,242,904
Revenues Over Expenses			77,411		64,920
Encumbrances & Other Activity			684		995
Ending Balance			<u>\$ 1,417,154</u>		<u>\$ 1,308,819</u>
Truck Driver Training Course Fund					
Tuition and Fees	\$ 1,830,000	\$ 133,984	\$ 749,066	41%	\$ 769,287
Total Revenue	<u>\$ 1,830,000</u>	<u>\$ 133,984</u>	<u>\$ 749,066</u>	<u>41%</u>	<u>\$ 769,287</u>
Salaries and Benefits	\$ 1,392,668	\$ 58,070	\$ 547,074	39%	\$ 414,510
Current Operating	993,379	52,620	256,995	26%	296,027
Capital	-	-	-	0%	-
Total Expenses	<u>\$ 2,386,047</u>	<u>\$ 110,690</u>	<u>\$ 804,069</u>	<u>34%</u>	<u>\$ 710,537</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 901,019		\$ 1,354,084
Revenues Over Expenses			(55,003)		58,750
Encumbrances & Other Activity			(158,121)		(686,736)
Ending Balance			<u>\$ 687,895</u>		<u>\$ 726,098</u>
Special Assessments Fund					
Ad Valorem (Property Taxes)	\$ - *	\$ 5,306	\$ 21,372 *	0%	\$ 192,641
Interest Income	-	-	-	100%	39,404
Total Revenue	<u>\$ -</u>	<u>\$ 5,306</u>	<u>\$ 21,372</u>	<u>100%</u>	<u>\$ 232,045</u>
Current Operating	\$ 300,000	\$ 23,526	\$ 191,009	64%	\$ 165,153
Total Expenses	<u>\$ 300,000</u>	<u>\$ 23,526</u>	<u>\$ 191,009</u>	<u>64%</u>	<u>\$ 165,153</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,722,625		\$ 1,547,334
Revenues Over Expenses			(169,637)		66,892
Encumbrances & Other Activity			(44,562)		(78,070)
Ending Balance			<u>\$ 1,508,425</u>		<u>\$ 1,536,156</u>

*JCCC discontinued the Special Assessment Levy beginning FY25.

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% 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%	\$ 6,076
Bookstore	6,238,900	1,789,343	4,791,065	77%	4,594,353
Dining Services	2,901,892	103,199	1,431,972	49%	1,470,755
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	-	2,603	87%	536
Hospitality Management & Pastry Program	57,500	875	15,230	26%	21,853
Campus Farm	16,500	-	12,654	77%	13,666
Investment Income	30,000	2,111	11,894	40%	20,915
Total Revenues	<u>\$ 9,249,792</u>	<u>\$ 1,895,528</u>	<u>\$ 6,265,418</u>	<u>68%</u>	<u>\$ 6,128,155</u>
Expenses					
Cosmetology	\$ -	\$ -	\$ - †	0%	\$ 3,551
Bookstore	6,157,550	705,628	3,286,770	53%	3,441,767
Dining Services	3,999,368	262,587	2,031,304	51%	1,873,676
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	(3,221)
Dental Hygiene	3,000	-	567	19%	531
Hospitality Management & Pastry Program	65,000	1,412	16,942	26%	30,149
Campus Farm	16,500	341	6,617	40%	4,953
Subtotal	<u>\$ 10,243,418</u>	<u>\$ 969,967</u>	<u>\$ 5,342,200</u>	<u>52%</u>	<u>\$ 5,351,406</u>
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 10,000	\$ -	\$ -	0%	\$ 856
Director	347,315	55,945	228,103	66%	136,008
Total Expenses	<u>\$ 10,600,733</u>	<u>\$ 1,025,913</u>	<u>\$ 5,570,302</u>	<u>53%</u>	<u>\$ 5,488,270</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ (112,897)		\$ 298,431
Revenues Over Expenses			695,116		639,885
Encumbrances & Other Activity			(413,532)		54,387
Ending Balance			<u>\$ 168,687</u>		<u>\$ 992,703</u>

Auxiliary Enterprise Fund - Schedule 2

	2024-2025 Year to Date Net	2023-2024 Year to Date Net	Net Change from Prior Year
Cosmetology	\$ - †	\$ 2,525	\$ (2,525)
Bookstore	1,504,295	1,152,586	351,709
Dining Services	(599,332)	(402,921)	(196,411)
HVAC Auxiliary & Auto Technology Project	-	3,221	(3,221)
Dental Hygiene	2,037	5	2,031
Hospitality Management & Pastry Program	(1,712)	(8,295)	6,584
Campus Farm	6,037	8,713	(2,677)
	<u>\$ 923,219</u>	<u>\$ 755,834</u>	<u>\$ 167,384</u>

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

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% 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	\$ 596,340	1,446,748	103%	1,395,655
Total Expenses	1,715,700	-	1,636,998	95%	1,599,348
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,083,423</u>		<u>\$ 1,266,514</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	87,488	100%	87,488
Total Expenses	250,000	1,356	1,356	1%	10,040
Encumbrances & Other Activity			(19,771)		-
Ending Balance			<u>\$ 634,914</u>		<u>\$ 507,209</u>
Capital Outlay					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 10,503,994		\$ 10,503,994		\$ 8,942,696
Total Revenue	8,664,378	\$ 4,481,128	5,206,494	60%	4,857,544
Total Expenses	8,179,855	395,595	1,257,507	15%	867,494
Encumbrances & Other Activity			(3,237,150)		(4,056,873)
Ending Balance			<u>\$ 11,215,832</u>		<u>\$ 8,875,873</u>
Campus Development Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,876,307		\$ 1,876,307		\$ 1,422,099
Total Revenue	840,642	\$ 357,804	868,049	103%	837,393
Total Expenses	1,000,000	38,432	156,237	16%	100,413
Encumbrances & Other Activity			(31,741)		(150,493)
Ending Balance			<u>\$ 2,556,378</u>		<u>\$ 2,008,586</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	33,079	351,546	36%	3,388,402
Encumbrances & Other Activity			141,594		2,415,678
Ending Balance			<u>\$ 265,148</u>		<u>\$ 1,532,331</u>
All Other Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 68,381		\$ 68,381		\$ 1,692,289
Total Revenue	25,546,512	\$ 765,633	24,178,995	95%	18,963,845
Total Expenses	10,817,210	749,000	18,566,422	172%	23,285,380
Encumbrances & Other Activity			(860,543)		(5,178,380)
Ending Balance			<u>\$ 4,820,412</u>		<u>\$ (7,807,626)</u>
Grand Total All Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 163,874,656		\$ 163,874,656		\$ 145,584,107
Total Revenue	245,862,641	\$ 101,911,092	182,695,730	74%	167,050,458
Total Expenses	237,178,546	17,432,399	144,868,855	61%	142,734,419
Encumbrances & Other Activity			(9,382,615)		(12,570,314)
Ending Balance			<u>\$ 192,318,916</u>		<u>\$ 157,329,833</u>

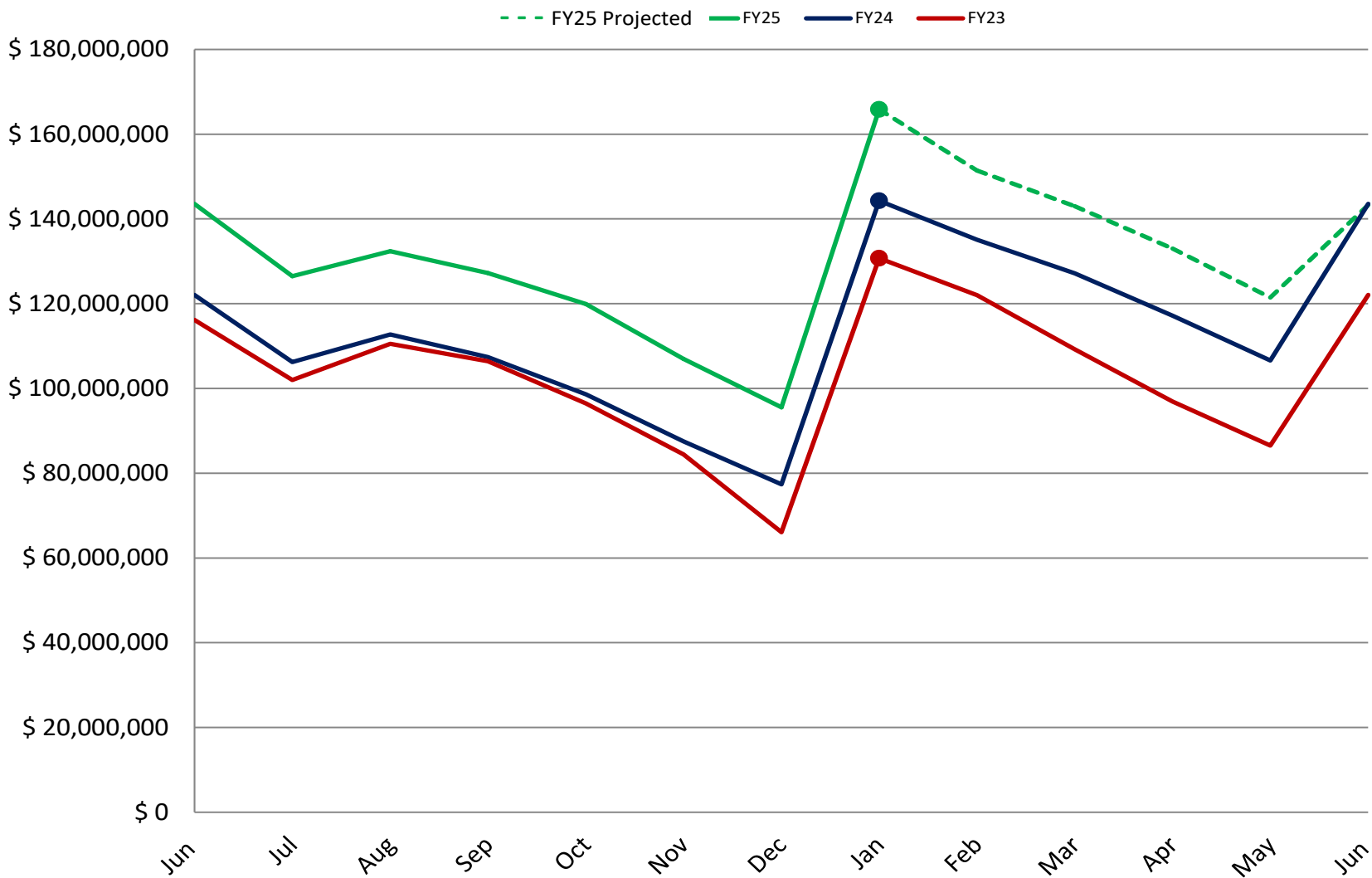
Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% of Fiscal Year Expired
Investments

Description	Date Purchased	Date Of Call/Maturity	Yield Rate	Matured This Month	Current Investments
US Treasury Notes	01/22/24	01/31/25	4.62%	\$ 4,946,000	
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 Bills	01/17/25	04/10/25	4.00%		4,038,000
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	01/17/25	08/31/25	4.07%		6,136,000
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	11/25/24	10/30/25	3.98%		5,346,000
US Treasury Notes	01/17/25	10/31/25	4.02%		6,174,000
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	01/17/25	11/15/25	4.03%		6,063,000
US Treasury Notes	01/17/25	11/30/25	4.02%		12,072,000
US Treasury Notes	06/05/24	12/15/25	4.00%		4,945,000
US Treasury Notes	01/17/25	12/15/25	3.97%		8,000,000
US Treasury Notes	12/17/24	12/31/25	4.04%		5,700,000
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	01/17/25	02/28/26	4.01%		7,262,000
US Treasury Notes	06/05/24	03/15/26	4.63%		4,945,000
US Treasury Notes	01/17/25	03/31/26	4.02%		7,260,000
US Treasury Notes	06/05/24	04/15/26	3.75%		4,945,000
US Treasury Notes	01/17/25	04/30/26	4.02%		7,284,000
US Treasury Notes	06/05/24	05/15/26	3.63%		4,945,000
US Treasury Notes	01/17/25	05/31/26	4.02%		7,280,000
US Treasury Notes	11/07/24	09/30/26	4.03%		2,012,000
Total					207,810,000
Municipal Investment Pool: (MIP) Daily Rate	01/01/25	01/31/25	3.02%		7,527,255
Grand Total					<u>\$ 215,337,255</u>

Johnson County Community College
Treasurer's Report
January 31, 2025
58.3% of Fiscal Year Expired
Cash & Pooled Investment Analysis

Fund	Book Balance	Outstanding Commitments	Unencumbered Balance	Prior Year Unencumbered Balance
General & PTE Funds	\$ 184,983,071	\$ 19,121,498	\$ 165,861,573	\$ 144,283,537
Adult Supplementary Education Fund	2,026,338	1,117,622	908,716	676,191
Student Activity Fund	1,447,753	257,393	1,190,359	1,423,442
Motorcycle Driver Safety Fund	1,417,965	811	1,417,154	1,308,819
Truck Driver Training Fund	900,848	212,953	687,895	726,098
Special Assessments Fund	1,552,987	44,562	1,508,425	1,536,156
Auxiliary Enterprise Funds	610,444	441,757	168,687	992,703
Revenue Bond Debt Service Fund	1,110,551	27,127	1,083,423	1,266,514
ITC Repair and Replacement Reserve Funds	654,685	19,772	634,914	507,209
Capital Outlay Funds	15,040,115	3,824,283	11,215,832	8,875,873
Campus Development Fund	2,626,425	70,047	2,556,378	2,008,586
Phase 3 Facilities Master Plan	565,618	300,470	265,148	1,532,331
All Other Funds	12,464,104	7,643,692	4,820,412	(7,807,626)
Total	\$ 225,400,904	\$ 33,081,988	\$ 192,318,916	\$ 157,329,833

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 January, the ending balances were approximately \$165.9 million for 2025, \$144.3 million for 2024, and \$130.7 million for 2023. The estimated fiscal year 2025 ending balance is \$143.3 million.

Johnson County Community College
Office of the President

March 13, 2025

2026-2027 Academic Calendar

Report:

As directed by the Memorandum of Agreement between the Faculty Association and the Board of Trustees, a calendar committee was formed and is recommending the academic calendar for 2026-27 as shown on the following pages. This calendar shell is recommended to be approved to allow advance planning for curriculum development, administrative coordination or state and federal legislation. Some dates may be revisited due to contract negotiations, area school district schedule adjustments, curricular changes, or future unforeseen needs.

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

FALL 2026

August

10	Monday	Staff on 10-month contract return.
17	Monday	Staff on 9-month contract return.
17-21	Monday-Friday	Professional Learning Days for faculty. College offices open.
24	Monday	First day of fall semester.

September

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

16	Monday	Last day to request a pass/fail grade option or to withdraw with a "W" from a full-semester fall full semester course.
25-29	Wednesday-Sunday	Thanksgiving Day Holiday. Classes not in session and college offices closed.

December

6	Sunday	Last day of fall classes.
7	Monday	Stop Day. No classes held. College offices open. Final exams for evening classes only.
8-14	Tuesday-Monday	Scheduled final exams.
14	Monday	Last day of fall semester.
14-18	Monday-Friday	In-service days. College offices open.
15	Tuesday	Grades entered online by professors by 5:00 p.m.

18	Friday	Last day for staff on 9 and 10-month contract.
24-Jan. 1	Thursday--Friday	Winter Break. College offices closed

Winter Session 2026-27

December

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

January

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

Spring 2027

January

4	Monday	Staff on 10-month contract return.
12	Tuesday	Staff on 9-month contract return.
12-15	Tuesday-Friday	Professional Learning Days for faculty. College offices open.
18	Monday	Martin Luther King, Jr. Day. Classes not in session and college offices closed.
19	Tuesday	First day of spring semester.

March

15-21	Monday-Sunday	Spring Break. Classes not in session. College offices open, Monday through Friday.
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April

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

9	Sunday	Last day of spring semester classes.
10	Monday	Stop Day. No classes held. College offices open. Final exams for Monday evening classes only.
11-17	Tuesday-Monday	Scheduled final exams.
17	Monday	Last day of spring semester.
17-21	Monday-Friday	In-service days. College offices open.
18	Tuesday	Grades entered online by professors by 5 p.m.

21	Friday	Commencement. Last day for staff on 9-month contract.
31	Monday	Memorial Day Holiday. College offices closed.
28	Friday	Last day for staff on 10-month contract.

Summer 2027

June

7	Monday	First day of 8-week courses and first 4-week courses of summer session.
18	Friday	Juneteenth Holiday observed. Classes not in session and college offices closed.

July

1	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.
5	Monday	Independence Day Holiday observed. Classes not in session and college offices closed.
6	Tuesday	First day of the second 4-week courses of summer session.
15	Thursday	Last day to request a pass/fail grade option or to withdraw with a "W" from a summer 8-week course.
29	Thursday	Last day of 8-week courses and second 4-week courses of summer session. Final exams are held on the last day of each course unless otherwise specified by the instructor.*

August

2	Monday	Grades entered online by professors by 5 p.m.
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* 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.

Recommendation:

It is the recommendation Student Success Committee that the Board of Trustees approve the 2026-27 academic calendar as shown subsequently in the board packet.

L. Michael McCloud
Executive Vice President/
Provost

Dr. Judy Korb
Interim President

Johnson County Community College
Office of the President

March 13, 2025

Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements

Report:

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

Other Agreements

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

Organization/ Individual	Program(s)	Credit/CE	New/Renewal and Term	Financial Impact/Additional Information
Kansas Highway Patrol	Regional Police Academy at JCCC	NA	New	Memorandum of Understanding with Kansas Highway Patrol for Regional Police Academy Standard Field Sobriety Testing Training; no financial impact
Kansas State University Research and Extension, Johnson County	JCCC Open Petal Farm	NA	New	Memorandum of Understanding with Kansas State University Research and Extension, Johnson County for an Extension Master Gardeners demonstration garden spotlighting a food forest in partnership with the JCCC Open Petal Farm; no financial impact

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.

Rachel Lierz
Executive Vice President, Finance and
Administrative Services

Judy Korb
Interim President

Johnson County Community College
Office of the President

March 3, 2025

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 March 13, 2025 board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
2/05/2025	W0000276	Wire	8,455.00
2/07/2025	00723981 - 00724053	AP	231,165.11
2/07/2025	!0051480 - !0051554	ACH	291,044.87
2/07/2025	J0223252	P-Card ACH	175,413.39
2/14/2025	00724054 - 00724160	AP	414,784.45
2/14/2025	!0051555 - !0051632	ACH	1,423,094.31
2/19/2025	J0223304	P-Card ACH	116,679.24
2/20/2025	W0000277	Wire	1,875,783.08
2/21/2025	00724161 - 00724255	AP	295,822.60
2/21/2025	!0051633 - !0051680	ACH	336,211.49
2/21/2025	J0223324	P-Card ACH	99,120.80
			<hr/>
			\$5,267,574.34
			<hr/>

Tuition Refunds and Financial Aid Disbursements

2/07/2025	10196756 - 10197414	906,511.74
2/14/2025	10197415 - 10197565	191,361.15
2/21/2025	10197566 - 10197629	57,591.68
02/01-02/21/2025	Refund ACH	4,958,332.68
		<hr/>
		\$6,113,797.25
		<hr/>
Total Cash Disbursements		<u>\$11,381,371.59</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 \$11,381,371.59.

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

March 13, 2025

Grants, Contracts and Awards

Report:

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

1. Perkins Reserve KSDE to KBOR Articulated Credit Alignment
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: To align secondary and postsecondary curriculum in Automation Engineer Technology and Industrial Machine/Maintenance Technology.
Duration: March 3, 2025 – December 31, 2025
Grant Administrator: Tony Lockwood
Amount Funded: \$2,500
JCCC Match: - 0 –
Applicant: JCCC
2. Portz Grant
Funding Agency: National Collegiate Honors Council
Purpose: To support 15 Honors students to visit the Garden of Isis in Lucas, Kansas in Fall 2025.
Duration: December 5, 2024 – December 31, 2025
Grant Administrator: Anne Dotter
Amount Funded: \$300
JCCC Match: - 0 -
Applicant: JCCC
3. Adult Education Workforce Innovation and Opportunity Act Grant FY25 – *additional funding*
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: Additional federal funding to support professional development for Johnson County Adult Education staff.
Duration: February 10, 2025 – June 30, 2025
Grant Administrator: Leslie Dykstra
Amount Funded: \$618

JCCC Match: - 0 -
Applicant: JCCC

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

1. Japanese-Language Learners Event Grant
Funding Agency: Japan Foundation, Los Angeles
Purpose: To support a film competition for secondary and post-secondary Japanese Language Learners, where student teams will submit short films to be judged and showcased on JCCC's campus on April 12th.
Duration: April 1, 2025 – March 31, 2026
Grant Administrator: Yosei Sugawara
Amount Requested: \$1,000
JCCC Match: - 0 -
Applicant: JCCC

Recommendation:

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

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

Johnson County Community College
Office of the President

March 13, 2025

Transfer to JCCC Foundation Tribute Fund

Report:

Vickie Johnson 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 Vickie Johnson.

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

Johnson County Community College
Office of the President

March 13, 2025

Human Resources

1. Separations

Audrey Jones, Accounting Specialist II Bookstore, Finance & Administrative Services, February 27, 2025.

Katie Ashley, Program Coordinator Continuing Education, Workforce Development & Continuing Education, March 5, 2025.

Meg Hoerr, Administrative Assistant/Accounting Specialist I Bursar Operations, Finance & Administrative Services, March 17, 2025.

Recommendation

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

2. Retirements

Daniel Epley, Enterprise Application Administrator, Finance & Administrative Services, March 17, 2025.

Recommendation

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

Christina McGee
Vice-President, Human Resources

Judy Korb
Interim President

Johnson County Community College
Office of the President

March 13, 2025

Human Resources Addendum

1. Separation

Denis Wisniewski, Tutor II, Academic Affairs, March 21, 2025.

Recommendation

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

2. Retirement

* *In the board packet previously received, it was indicated that Daniel Epley, Enterprise Applications Administrator, was retiring from Johnson County Community College on March 17th, 2025. This has since been updated to a retirement date of October 15th, 2025.*

Recommendation

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

Christina McGee
Vice-President, Human Resources

Judy Korb
Interim President