

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

**Meeting – Board of Trustees  
Hugh Speer Board Room, GEB 137  
May 8, 2025 – 5:00 p.m.**

**Agenda**

- |   |                              |
|---|------------------------------|
| <b>I. Call to Order</b>   | <b>Trustee Rayl</b>          |
| <b>II. Pledge of Allegiance</b>                                     | <b>Trustee Rayl</b>          |
| <b>III. Roll Call</b>   | <b>Trustee Rayl</b>          |
| <b>IV. Awards and Recognitions</b>                                  | <b>Trustee Rayl</b>          |
| <b>A. Student Spotlight: Oliver Gonzales</b>                        |                              |
| <b>V. Open Forum</b>  | <b>Trustee Rayl</b>          |
| <b>VI. Board Reports</b>  |                              |
| <b>A. Student Senate</b>  | <b>Logan Grigsby</b>         |
| <b>B. College Lobbyist</b>  | <b>Dick Carter</b>           |
| <b>C. College Council</b>   | <b>Jason Arnett</b>          |
| <b>D. Faculty Association</b>                                       | <b>Andrea Vieux</b>          |
| <b>E. Johnson County Education Research Triangle</b>                | <b>Trustee Smith-Everett</b> |
| <b>F. Kansas Association of Community Colleges</b>                  | <b>Trustee Cross</b>         |
| <b>G. Foundation</b>  | <b>Trustee Rattan</b>        |
| <b>VII. Committee Reports and Recommendations</b>                   |                              |
| <b>A. Audit Committee (pp 1-6)</b>                                  | <b>Trustee Rayl</b>          |
| <u><b>Recommendation:</b></u> <b>Internal and External Audit</b>    |                              |
| <b>Policies 210.05 (pp 2-5)</b>                                     |                              |
| <b>B. Collegial Steering</b>  | <b>Trustee Rayl</b>          |
| <b>C. Board Governance Committee (pp 7-8)</b>                       | <b>Trustee Mitchell</b>      |
| <b>D. Employee Engagement &amp; Development Committee (pp 9-11)</b> | <b>Trustee Rattan</b>        |

- E. Management and Finance Committee (pp 12-17) Trustee Cross  
Recommendation: FY2025-2026 Management Budget  
Adoption (pp 13-14)  
Recommendation: OCB Rooftop Solar (p 15)  
Recommendation: Active Learning Multimedia Services (MMS)  
Equipment (pp 15-16)

- F. Student Success Committee (pp 18-19) Trustee Jennings

**VIII. President's Recommendation for Action**

- A. Treasurer's Report (pp 20-29) Trustee Hamill  
B. 2025-2027 Strategic Bridge Plan (pp 30-32) Dr. Judy Korb  
C. Monthly Report to the Board Dr. Judy Korb

- IX. New Business Trustee Rayl

- X. Old Business Trustee Rayl

- XI. Consent Agenda Trustee Rayl

- A. Regular Monthly Reports and Recommendations  
1. Minutes of Previous Meetings  
2. Affiliation, Articulation and Reverse Transfer,  
Cooperative and Other Agreements (pp 33-34)  
3. Cash Disbursement Report (pp 35-36)  
4. Curriculum (pp 37-40)  
5. FY26 Board and Committee Meeting Dates (p 41)  
6. Retirement Tribute Fund (p 42)  
B. Human Resources (pp 43-44)  
1. Separations  
2. Retirements  
C. Human Resources Addendum

- XII. Executive Session Trustee Rayl

- XIII. Adjournment Trustee Rayl

Audit Committee  
Minutes  
May 1, 2025

The Audit Committee Meeting was held on Thursday, May 1, 2025, at 9:00 a.m. in the Hugh Speer Board Room.

Present at the meeting were Trustee Chair Melody Rayl, Trustee Laura Smith-Everett, Judy Korb, Mickey McCloud, Rachel Lierz, Rob Caffey, Philip Mein, Kelsey Nazar, Megan Casey, John Clayton, Sandra Warner, Chris Gray, Kailyn Witte, Deb Nicholson, Jim Feikert, Sean Murphy, Christina McGee, Christal Williams, AnneLouise Fitzgerald, Jeff Johnson and Cheryl McLeod.

Planning Meeting for 6/30/25 Audit - RubinBrown, LLP (AU-4)

Chester Moyer, Partner and Corey Robinson, Audit Manager with RubinBrown, LLP were present at the meeting. Corey Robinson shared the plans for the June 30, 2025, financial statement audit.

The following contact information is provided to facilitate discussion of any matters of concern, independent of management:

Chester Moyer, Engagement Partner	816-859-7945 <a href="mailto:chester.moyer@rubinbrown.com">chester.moyer@rubinbrown.com</a>
Corey Robinson, Audit Manager	816-859-7943 <a href="mailto:corey.robinson@rubinbrown.com">corey.robinson@rubinbrown.com</a>

Update on activities and audits (AU-1)

*Procurement Process Audit* – Jeff Johnson, Director of Audit & Advisory Services presented the results of the audit. He commended the Procurement Services and the Accounts Payable teams stating that overall, their controls are strong, and while a few areas could benefit from some minor enhancements, no major deficiencies were identified. Observations had been reviewed with the process owners and management prior to the meeting. Management agreed with the findings and developed action plans – many of which have already been implemented. The observation ratings ranged from moderate to low risks.

Mr. Johnson provided an update on the current department activities and plans for the upcoming quarter. This included a report on the Great Audit Minds Conference which he attended in April 2025 and the enhancements which have been made to the Ethics Report Line function. The enhancements include a new landing page, a new website address, consolidated web pages and easier navigation. He also informed the committee of the upcoming IT General Controls (ITGC) audit.

#### Audit Recommendations Follow-up Matrix (AU-2)

Mr. Johnson presented the status of the recommendations from the Payroll Process Design Effectiveness audit. Of the fourteen recommendations made in July 2024, three remain open.

#### JCCC Ethics Report Line update (AU-3)

*Quarterly Summary Report* - Between January 29, 2025, and April 23, 2025, seven reports were received. Two reports were entered by identified reporters, and five reports were entered by anonymous reporters. As of April 23, 2025, all reports have been reviewed, addressed and closed.

For the same period, eight reports were received via HR channels. Seven have been reviewed, addressed, and closed and one is in process.

In total, fifteen reports were received. One remains open. All previously reported cases have been addressed and closed.

#### Draft Internal & External Audit Policies 210.05

The Audit Committee reviewed the recommended changes to the Internal & External Audit Policies 210.05. As a result of the review, the committee made the following recommendation:

#### **RECOMMENDATION**

**It is the recommendation of the Audit Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Internal and External Audit Policies 210.05, as shown subsequently in the Board packet.**

Audit Committee  
~~March 05~~ May 01, 2025

Policy	Recommended Action	Material Changes
Internal and External Audit Policies 210.05	Rename, Modify	The recommended changes identify the current professional standards for internal audits and remove information duplicative of the Audit Charter.

Report:

The Audit Committee has reviewed the recommended changes to the Internal and External Audit Policies 210.05. The recommended changes identify the current professional standards for internal audits and remove information duplicative of the Audit Charter.

**RECOMMENDATION**

**It is the recommendation of the Audit Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Internal and External Audit Policies 210.05, as shown subsequently in the Board packet.**

Internal ~~and &~~ External Audit Policies 210.05

Johnson County Community College  
Series: 200 Administrative Services  
Section: Accounting and Auditing

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

**Purpose:** The purpose of this Policy is to ~~describe the~~ ~~establish an~~ internal audit function and external audit requirements for JCCC.

**I. Internal Audit:**

The Board of Trustees (the "Board") has established an internal audit function to provide ~~the Board and College management Administration with independent, risk-based, and objective assurance and audit-related advice and insight information to better control operations. The internal audit function enhances the College's successful achievement of its objectives, the College's reputation and credibility with its stakeholders, and the College's ability to serve the public interest. Internal Audit is an independent review and assessment activity with authority to audit all College operations, through the objective examination of evidence as to the adequacy and effectiveness of governance, risk management, and control processes of the College. Internal Audit is an independent review and appraisal activity with responsibility to audit all college operations as a service to management, and therefore the College. In order to maintain independence and objectivity, the Director of Audit and Advisory Services shall report directly to the Board, via the~~

Audit Committee, with an administrative reporting relationship to the President. Audit reports will be submitted to the President and Audit Committee for review.

The College's internal audit function will adhere to the mandatory elements of the *Institute of Internal Auditors' Professional Practices Framework*, which are the Global Internal Audit Standards. Additionally, Audit and Advisory Services may obtain resources, tool, and guidance through the *Association of College and University Auditors* and the *Committee of Sponsoring Organizations*.

The Board authorizes the internal audit function to:

- Have full and unrestricted access to all functions, data, records, information, physical property, and personnel as necessary to carry out internal audit responsibilities.
- Allocate resources, set frequencies, select subjects, determine scopes of work, apply techniques, and issue communications to accomplish the function's objectives.
- Obtain assistance from the necessary personnel of the College and other specialized services from within or outside the College to complete internal audit services.

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Audit and Advisory Services will serve the College in a manner consistent with the *International Standards for the Professional Practice of Internal Auditing* ("Standards") promulgated by the Institute of Internal Auditors ("IIA"). Audit and Advisory Services staff shall govern themselves by adherence to the IIA's Code of Ethics. The *Standards* shall constitute Audit and Advisory Services' procedures:

Notwithstanding any other provision of law, JCCC Audit and Advisory Services staff shall have access to and authority to examine and reproduce, any and all books, accounts, reports, vouchers, correspondence files, and all other records, bank accounts and money or other property of JCCC as necessary for any audit or investigation. Any officer or employee of JCCC who possesses, controls or otherwise has access to these records shall permit access to, and examination and reproduction thereof, upon the request of the Director of Audit and Advisory Services, or designee.

No provision of law providing for the confidentiality of any records or property shall prevent disclosure of records or evidence to Audit and Advisory Services, unless the provision specifically refers to and precludes access and examination of records by the audit function of an institution:

The ~~JCCC Internal~~ Audit Charter ~~for JCCC~~ provides additional detail for how the department will operate and ~~will be reviewed annually by the Audit Committee prior to approval by the Board~~ can be obtained from the Director of Audit and Advisory Services.

## II. External Audit:

The financial statements of the College shall be subject to an external audit each fiscal year by a firm of certified public accountants recommended by the President and approved by the Board. Such audit shall be submitted by the external auditors to the President and Audit Committee for review prior to acceptance by the Board.

Date of Adoption: 07/02/1990

Revised: 06/16/1994, 03/15/2007, 11/17/2011, 12/12/2013, 11/17/2017, 11/15/2018, 02/18/2021  
(temporary committee suspension), 05/13/2021, 12/15/2022, [\\_\\_/\\_\\_/2025](#)

**Audit Committee  
Working Agenda  
2025**

AU-1	Review audit reports and discuss current Audit & Advisory Services activities	February, May, August, and November
AU-2	Review status of audit recommendations from completed internal and external audits	February, May, August, and November
AU-3	Quarterly report – JCCC Ethics Report Line (Annual Benchmarking Report in May)	February, May, August, and November
AU-4	Planning meeting with external auditors	May
AU-5	Performance Review – Director, Audit and Advisory Services	February
AU-6	Review and approve Audit Committee Working Agenda	August
AU-7	Annual Trustee Expense Reimbursement Report	August
AU-8	Review Audit Committee Charter	November
AU-9	Review proposed audit plan for upcoming year	November
AU-10	Review audited financial statements and recommend acceptance to the Board	November
AU-11	Executive session	As necessary



Board Governance Committee  
Minutes  
April 30, 2025

The Board Governance Committee met at 10:45 a.m. on Wednesday, April 30, 2025 in GEB 137. Those present were Trustees Greg Mitchell, Lee Cross; Staff Judy Korb, 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:

- Board Responsibilities Policy 110.00
- Meetings of the Board Policy 112.00
- Special Meetings of the Board Operating Procedure 112.01

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

Presidential Transition Update

Dr. Korb provided an update on the presidential transition. She started by introducing the members on the Transition Team and their role. Caitlin Murphy is the primary contact and all communication to Dr. Tony Miksa should go through her. The Transition Team is building a communication plan and first 100-day calendar. The Board has identified external constituents for Dr. Miksa to meet in his first 100 days. Dr. Korb reported Dr. Miksa will receive all of the committee packets and board meeting materials in advance of every meeting.

**Board Governance Committee  
Working Agenda  
2025**

- BG-1      Review 100 Series Policy
- Board Responsibilities Policy 110.00
  - Policy on Policies 111.00
  - Number and Selection of Trustees Policy 111.01
  - Officers Policy 111.02
  - Committees Policy 111.03
  - Meetings of the Board Policy 112.00
  - Special Meetings of the Board Operating Procedure
  - Professional Development Policy 113.00
  - Code of Conduct Policy 114.01
  - Code of Ethics Policy 114.02
  - Resolution of Censure Policy 114.03
- BG-2      Process for Annual review of President
- BG-3      Process for Board Self Review
- BG-4      Retreat Planning
- BG-5      Review Onboarding Process for New Trustees
- BG-6      Evaluate Miscellaneous Board Processes

Employee Engagement and Development Committee  
Minutes  
April 30, 2025

The Employee Engagement and Development Committee met at 10:45am on Wednesday, April 30, 2025.

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

HR-2 Monitor Employee Benefit Programs

Barbra Cooper, Director, Human Resources, presented information regarding the Annual Benefit Review RFP for 2026 benefit carriers and the intention to look into identity theft protection and legal services as additional possibilities for benefits at Johnson County Community College (JCCC). Ms. Cooper discussed the timeline, which included forming a Benefits Evaluation Committee, and returning with a recommendation to this committee in September. Implementation of the new benefits will begin January 1, 2026.

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

Christina McGee, Vice-President, Human Resources, provided an update on the strategic goals of the Human Resources Department (HR). She mentioned the goals had been previously shared with this committee, and the HR department is now focusing on 3 of their top initiatives within those goals, which include:

- Updating HR Procedures – by eliminating gaps, having a more documented process, and placing all procedures in one location. Ms. McGee noted we are working with the procedures falling under the HR InfoHub page, and not the college operating procedures themselves. Doing this will help with communication & relationships across the college as well as refine our processes and place them in one location vs. how they now live in several places.
- Developing HR Metrics – by defining a better way of monitoring the department's performance & effectiveness, HR would like to create a dashboard showing the areas of Recruitment, Talent Acquisition, Engagement & Development, and Compensation. HR's Senior HRIS Analyst is working on a preliminary dashboard. Trustee Hamill inquired about seeing a draft of the dashboard. The committee expressed appreciation for the work being done in this area. The creation of this will go toward HR's goal of evaluating & refining processes in each functional area.

- Learning Management System (LMS) – the HR Department is working through the internal procurement process to obtain approval for selecting a new LMS that will integrate with the College’s current enterprise system, Banner. The current LMS involves using 3 different systems and makes entering information and tracking data a time-consuming manual process. Hoping to be able to report on working with a new system to this committee by June.

Ms. McGee updated the committee on Human Resources topics detailed at the last Management Topics meeting: FMLA laws, required attendance at New Employee Orientation, the creation of new Human Resources forms, and the outcomes from the 2024 Supervisor Evaluations (which information was previously presented to the Employee Engagement and Development Committee). Ms. McGee said Human Resources was being intentional in communicating with Supervisors relating to important topics, deadlines, and responsibilities that need to be followed to ensure compliance with local, state, & federal laws.

Rachel Haynes, Director, Employee Engagement and Development, presented information on the Awards and Recognition Program sponsored by the Employee Engagement and Development Department showing over 30 awards having been presented for this year’s multiple categories, including League of Innovation Excellence, Bob Frizzell Values in Action, Early Impact, and Outstanding Employee. Ms. Haynes defined the qualifications of the awards and indicated the award recipients would be recognized at the Employee Awards Luncheon this Friday. Chair Rattan was pleased that we offered these awards, and wondered if we could devise a way to consider sharing the work behind our awards at national conferences and other related events.

Ms. Haynes additionally shared the positive feedback that has been received on the different classes and trainings offered by the Employee Engagement and Development Department. Ms. Haynes stated new trainings regarding active listening, lotto proofing your office (how to leave your office for someone else should you win the lottery), and speaking to influence decisions and actions, are being offered. A class on accessifying your physical office space will be a class that will be coming soon.

Meeting adjourned at 11:10am.

**Employee Engagement and Development  
Working Agenda  
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 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

HR-5 Monitor Inclusion and Belonging Strategic Measures and Initiatives

Management and Finance Committee  
Minutes  
April 30, 2025

The Management and Finance Committee met at 8:30 AM on Wednesday, April 30, 2025, in the Hugh Speer Board Room. Those present were Trustees Lee Cross, Greg Mitchell, and Dawn Rattan; staff: Jay Antle, Megan Casey, Jim Feikert, Tom Hall, Judy Korb, Rachel Lierz, Mickey McCloud, and Linda Nelson, recorder.

Sustainability Initiatives

Dr. Jay Antle, Executive Director, Center for Sustainability and Professor of History, provided an update on various sustainability initiatives within the Center for Sustainability and Campus Services. Dr. Antle highlighted progress made in recent years through the College's PowerSwitch program to reduce energy usage and expenditure. He also provided details on JCCC's investments in solar, electric vehicles and charging infrastructure, water and wastewater management, recycling efforts and materials management. He also presented updates on activities of the Student Sustainability Committee, the Campus Farm, and the Bird Collision Study.

Other Agreements

Rachel Lierz, Executive Vice President for Finance and Administrative Services presented an agreement with Bunge Global for railroad safety training within the Workforce Development and Continuing Education division.

Details can be found in the consent agenda portion of the May 8, 2025, board packet.

## Fiscal Year 2025-2026 Management Budget Adoption

Megan Casey, Interim Vice President/CFO, presented the proposed General/Post-Secondary Technical Education Funds Management Budget for 2025-2026 as shown below:

### JOHNSON COUNTY COMMUNITY COLLEGE BUDGET COMPARISON GENERAL/PTE FUNDS

	Adopted Budget FY2025	Proposed Budget FY2026	\$ Change	% Change
Revenue:				
Ad Valorem Property Taxes	\$ 128,894,722	\$ 131,700,631	\$ 2,805,909	2%
Tuition and Fees, net	28,724,481	29,865,418	1,140,937	4%
State Aid	26,491,819	27,210,819	719,000	3%
Other Income	4,035,426	4,088,730	53,304	1%
Investment Income	2,000,000	5,500,000	3,500,000	175%
	<u>190,146,448</u>	<u>198,365,598</u>	<u>8,219,150</u>	<u>4%</u>
Expense:				
Salaries and Benefits	\$ 145,603,755	\$ 152,605,386	\$ 7,001,631	5%
Current Operating & Grants	35,413,654	41,873,958	6,460,304	18%
Capital	5,672,692	4,640,038	(1,032,654)	-18%
Debt Service	3,687,988	3,690,488	2,500	0%
	<u>190,378,089</u>	<u>202,809,869</u>	<u>12,431,780</u>	<u>7%</u>

Contribution to/(Use of) Reserves    \$     (231,641)    \$    (4,444,271)    \$ (4,212,630)

The College will complete the required notifications and public hearing prior to adoption of the Legal Budget for fiscal 2025-2026, which will be filed with the Johnson County Clerk according to statutory requirements.

**Recommendation:**

**It is the recommendation of the Management & Finance Committee that the Board of Trustees approve the FY 2025-26 Management Budget as presented by the college administration.**

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Megan Casey  
Interim Vice President,  
Chief Financial Officer

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Rachel Lierz  
Executive Vice President,  
Finance & Administrative Services

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Judy Korb  
Interim President

**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 April 30, 2025.



## Procurement Reports and Recommendations

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

### **Bids & Awards: \$150,000+**

#### **May 2025 Management & Finance Committee**

<b>Bid:</b>	<b>25-151 OCB Rooftop Solar</b>
Fund:	7111 Capital Outlay
Vendors Notified:	162
Total Contract Period:	Project Completion
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	Request for Proposal (RFP) for solar photovoltaic (PV) on the roof of the Office and Classroom Building (OCB).

#### Evaluation Committee

1. Brett Edwards - Director, Campus Services and Energy Management
2. Michael Rea - Sustainability Project Manager
3. Ryan Johnson - Maintenance Supervisor, Campus Services
4. Jeremy Lancey - Buyer, Procurement Services
5. Larry Allen - Senior Buyer, Procurement Services

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

1. **MC Power Companies:** **\$271,289**
2. Artisan Solar: \$246,600
3. King Solar: \$341,185
4. Cromwell Solar: \$343,888
5. Verified Solar: \$440,000

#### **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 MC Power Companies in the amount of \$271,289 with an additional 10% contingency of \$27,129 to allow for possible unforeseen costs, for a total amount of \$298,418.**

<b>Cooperative Bid:</b>	<b>Active Learning Multimedia Services (MMS) Equipment</b>
Fund:	0201 General
Vendors Notified:	N/A
Total Contract Period:	Product Delivery
Award Justification:	Omnia #2019.0015
Description:	Multimedia Services (MMS) classroom equipment replacements for the following rooms: CLB 314, CLB 412, GEB 256, MTC 216, OCB 248, and extra equipment for spares and general maintenance.

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

**1. AVI-SPL: \$176,610**

**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 AVI-SPL LLC for a total expenditure of \$176,610.**

**Informational Items**

An informational report on Bids and Awards, Cooperative Awards, and Single Source Justifications was provided in the Management and Finance Committee meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, June 4, 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  
April 30, 2025

The Student Success Committee met at 9:45 a.m. on Wednesday, April 30, 2025, in GEB 137. Those present were Trustees Valerie Jennings and Mark Hamill; staff Judy Korb, Mickey McCloud, Rachel Lierz, Elisa Waldman, Gurbhushan Singh, Shelia Mauppin, Shelli Allen, Vince Miller, Anne Dotter, Karen Miller and Liz Loomis, recorder.

Curriculum Updates

Anne Dotter, Director Honors, presented new courses, course modifications and deactivations, new program, program modifications and deactivations and general education designations effective for the 2026-2027 academic year. Anne also presented a course deactivation effective for the 2027-2028 academic year. Details can be found subsequently in the consent agenda portion of the board packet.

Monitor Learning Outcomes – Affiliation Agreements New and Renewal

Vince Miller presented an updated template for the core agreement utilized by Student Agency Clients. Complete details can be found subsequently in the consent agenda of the packet.

Monitor Student Engagement Process – Update on Global Engagement

Karen Miller, Director, Global Engagement provided an update on Global Engagement, formerly International Education. Ms. Miller highlighted Study Away Programs, which encompasses both domestic and international travel. She said there are over 53 faculty led programs this academic year. Ms. Miller discussed the 8-week Global Awareness certificate program where students are immersed in activities to foster respect for cultures and countries that differ from their own. Ms. Miller talked highly of this Spring's pilot partnership with JF Oberlin University in Tokyo, Japan. Students from JFOU participated in a homestay program hosted by JCCC employees and partnered with 31 students in Japanese language courses. Ms. Miller said the Global Engagement department has future plans to, among other plans, replicate the JFOU exchange program, focus on career and technical programs, and articulation projects for dual degree and 2+2 pathway programs.

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

April 28, 2025

Treasurer's Report

Report:

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

An ad valorem tax distribution of \$3,992,365 was received from the county treasurer during March and was distributed as follows:

General Fund	\$ 3,743,825
Capital Outlay Fund	246,215
Special Assessment Fund	<u>2,325</u>
Total	<u>\$ 3,992,365</u>

Also during March, the college made a semi-annual payment on the Series 2017 Certificates of Participation.

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 March 2025, subject to audit.**

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Megan Casey  
Interim Vice President & Chief Financial Officer

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Rachel Lierz  
Executive Vice President, Finance &  
Administrative Services

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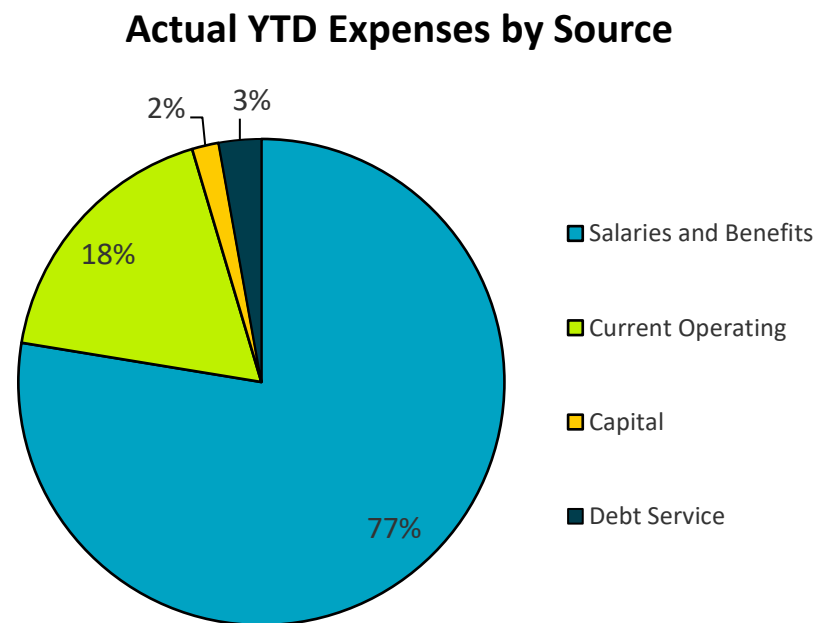
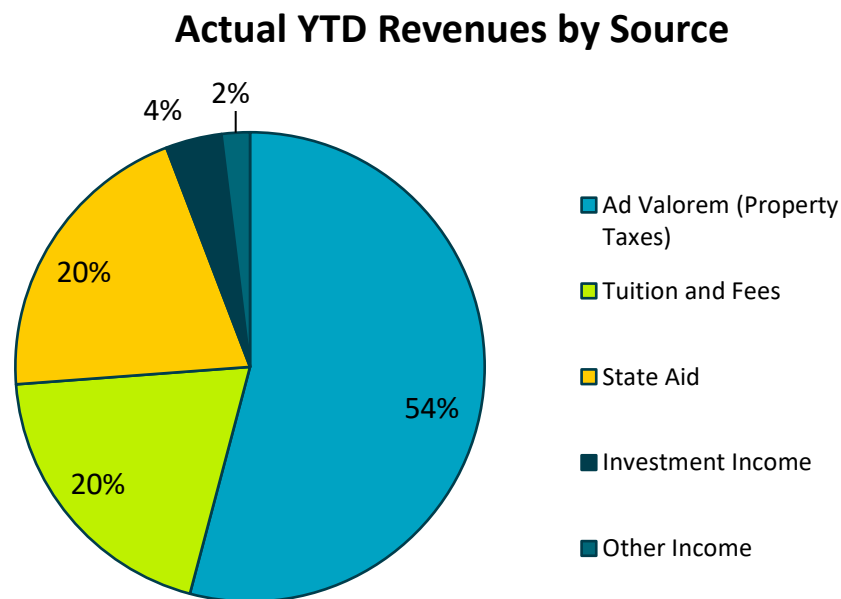
Judy Korb  
Interim President

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% 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
<b>General/PTE Funds</b>					
Ad Valorem (Property Taxes)	\$ 128,894,722	\$ 3,743,824	\$ 77,658,566	60%	\$ 73,443,969
Tuition and Fees	28,724,481	39,478	28,252,486	98%	25,892,549
State Aid	26,521,819	2,719	29,240,080	110%	27,877,564
Investment Income	2,000,000	678,574	5,535,541	277%	4,376,310
Other Income	4,005,426	255,419	2,791,874	70%	2,745,353
<b>Total Revenue</b>	<b>\$ 190,146,448</b>	<b>\$ 4,720,015</b>	<b>\$ 143,478,547</b>	<b>75%</b>	<b>\$ 134,335,744</b>
Salaries and Benefits	\$ 145,603,756	\$ 12,913,487	\$ 101,183,793	69%	\$ 93,747,749
Current Operating	35,413,654	1,573,866	23,233,946	66%	21,547,675
Capital	5,672,692	184,050	2,316,279	41%	1,775,438
Debt Service	3,687,988	666,680	3,681,229	100%	3,678,096
<b>Total Expenses</b>	<b>\$ 190,378,089</b>	<b>\$ 15,338,083</b>	<b>\$ 130,415,247</b>	<b>69%</b>	<b>\$ 120,748,958</b>

**Unencumbered Cash Rollforward:**

Beginning Balance	\$ 143,525,283	\$ 122,092,826
Revenues Over Expenses	13,063,300	13,586,785
Encumbrances & Other Activity	(9,322,611)	(8,518,398)
Ending Balance	<b>\$ 147,265,972</b>	<b>\$ 127,161,213</b>



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 (20%), tuition and fees (20%), investment income (4%) and other income (2%). The largest source of expenses this year to date is salary and benefits (77%), followed by current operating (18%), debt service (3%), and capital expenses (2%).

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% 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	\$ 107,180,256	\$ 8,979,550	\$ 74,052,535	69%	\$ 68,691,386	8%
Benefits	38,424,000	3,933,937	27,131,257	71%	25,056,363	8%
Event Officials	88,527	-	67,008	76%	66,248	1%
Legal Services	150,000	6,840	53,559	36%	75,061	-29%
Lobbyist Services	35,000	-	8,374	24%	8,125	3%
Audit Services	95,000	-	66,800	70%	62,045	8%
Collection Costs	50,545	11,507	32,073	63%	19,607	64%
Insurance, Property/Casualty & Rel	1,466,625	5,521	1,448,103	99%	1,231,684	18%
Contracted Services	8,934,871	426,253	5,182,058	58%	4,710,218	10%
SB 155 Shared Funding Payments	450,000	-	365,068	81%	277,412	32%
Overnight Travel	1,118,713	66,585	541,210	48%	486,414	11%
Travel - Accreditation	25,000	4,424	5,027	20%	1,105	355%
Staff Development Training & Travel	299,369	12,206	172,727	58%	166,326	4%
Faculty Continuing Ed Grants	22,000	3,470	24,921	113%	23,569	6%
Tuition Reimbursement	550,000	3,737	419,146	76%	387,857	8%
Same Day Travel	123,675	4,771	40,446	33%	43,267	-7%
Supplies and Materials	6,676,651	348,868	3,895,326	58%	3,324,292	17%
Computer Software & Licenses	6,060,936	82,120	4,533,605	75%	4,255,575	7%
Technical Training	122,084	5,501	49,966	41%	68,930	-28%
Applicant Travel	14,400	-	5,174	36%	6,346	-18%
Recruiting Travel	46,000	1,199	23,911	52%	15,365	56%
Printing, Binding & Publications	64,850	-	23,385	36%	35,162	-33%
Advertising and Promotions	1,127,782	42,691	741,503	66%	637,589	16%
Memberships	446,496	13,050	311,995	70%	298,695	4%
Accreditation Expenses	53,757	2,570	40,809	76%	43,671	-7%
Bad Debt Expense	250,000	-	250,000	100%	65,000	285%
Electric	3,193,238	284,567	2,135,260	67%	2,082,832	3%
Water	227,391	9,280	176,389	78%	162,822	8%
Natural Gas	87,344	13,040	52,729	60%	51,486	2%
Unified Communications	465,000	5,898	416,014	89%	478,179	-13%
Gasoline	75,000	7,876	46,296	62%	38,585	20%
Subscriptions	510,500	36,451	347,416	68%	359,259	-3%
Rentals and Leases	664,168	64,595	463,510	70%	440,375	5%
Repairs and Maintenance	819,524	56,067	395,942	48%	379,503	4%
Freight	119,274	6,657	110,841	93%	55,213	101%
Special Events	619,424	37,907	264,358	43%	208,592	27%
Retirement Recognitions	7,500	150	3,418	46%	2,578	33%
Postage	219,200	7,210	162,858	74%	132,211	23%
Contingency	481,700	-	4,488	1%	520,463	-99%
Remodeling and Renovations	1,681,107	80,018	682,411	41%	149,130	358%
Library Books	95,000	4,994	79,343	84%	64,481	23%
Furniture and Equipment	2,286,363	98,493	1,183,678	52%	1,503,893	-21%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	463,563	545	370,847	80%	57,935	540%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	607,239	1,515	251,702	41%	219,889	14%
Foster Care & Killed on Duty Grant	70,000	1,240	46,030	66%	35,374	30%
Federal SEOG Match	115,530	100	54,500	47%	70,750	-23%
Principal Payments	2,290,000	-	2,290,000	100%	2,180,000	5%
Interest Payments	1,396,488	666,680	1,390,479	100%	1,497,346	-7%
Fee Payments	1,500	-	750	50%	750	0%
<b>TOTAL EXPENSES</b>	<b>\$ 190,378,089</b>	<b>\$ 15,338,083</b>	<b>\$ 130,415,247</b>	<b>69%</b>	<b>\$ 120,748,958</b>	<b>8%</b>



**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% 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
<b>Adult Supplementary Education Fund</b>					
Tuition and Fees	\$ 4,298,300	\$ 327,021	\$ 4,197,355	98%	\$ 3,001,387
Investment Income	40,000	8,339	77,250	193%	67,628
Other Income	1,619,500	66,054	844,502	52%	788,159
Total Revenue	<u>\$ 5,957,800</u>	<u>\$ 401,413</u>	<u>\$ 5,119,107</u>	<u>86%</u>	<u>\$ 3,857,174</u>
Salaries and Benefits	\$ 2,400,299	\$ 153,044	\$ 1,361,391	57%	\$ 1,517,312
Current Operating	4,631,079	387,652	2,698,814	58%	2,258,218
Capital	35,000	-	-	0%	-
Total Expenses	<u>\$ 7,066,378</u>	<u>\$ 540,696</u>	<u>\$ 4,060,204</u>	<u>57%</u>	<u>\$ 3,775,531</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 837,395		\$ 1,372,323
Revenues Over Expenses			1,058,902		81,643
Encumbrances & Other Activity			(858,666)		(804,544)
Ending Balance			<u>\$ 1,037,632</u>		<u>\$ 649,422</u>
<b>Student Activity Fund</b>					
Tuition and Fees	\$ 1,961,498	\$ 806	\$ 2,054,563	105%	\$ 1,975,893
Investment Income	36,000	2,964	43,502	121%	52,009
Other Income	8,500	512	4,558	54%	4,777
Total Revenue	<u>\$ 2,005,998</u>	<u>\$ 4,281</u>	<u>\$ 2,102,623</u>	<u>105%</u>	<u>\$ 2,032,679</u>
Salaries and Benefits	\$ 409,516	\$ 1,858	\$ 263,122	64%	\$ 222,295
Current Operating	1,198,469	99,851	834,051	70%	600,158
Grants/Scholarships	1,452,014	42,003	1,218,576	84%	1,151,876
Total Expenses	<u>\$ 3,059,999</u>	<u>\$ 143,712</u>	<u>\$ 2,315,749</u>	<u>76%</u>	<u>\$ 1,974,329</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 896,163		\$ 1,214,098
Revenues Over Expenses			(213,126)		58,351
Encumbrances & Other Activity			(168,583)		(87,708)
Ending Balance			<u>\$ 514,454</u>		<u>\$ 1,184,741</u>

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% 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
<b>Motorcycle Driver Safety Fund</b>					
Tuition and Fees	\$ 180,000	\$ 28,505	\$ 140,010	78%	\$ 110,526
Other Income	40,000	-	37,680	94%	39,360
Total Revenue	<u>\$ 220,000</u>	<u>\$ 28,505</u>	<u>\$ 177,690</u>	<u>81%</u>	<u>\$ 149,886</u>
Salaries and Benefits	\$ 133,100	\$ 4,257	\$ 59,038	44%	\$ 47,073
Current Operating	273,400	3,613	10,209	4%	8,047
Capital	36,000	12,905	12,905	36%	-
Total Expenses	<u>\$ 442,500</u>	<u>\$ 20,775</u>	<u>\$ 82,152</u>	<u>19%</u>	<u>\$ 55,119</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,339,059		\$ 1,242,904
Revenues Over Expenses			95,538		94,766
Encumbrances & Other Activity			(3,541)		(1,737)
Ending Balance			<u>\$ 1,431,056</u>		<u>\$ 1,335,933</u>
<b>Truck Driver Training Course Fund</b>					
Tuition and Fees	\$ 1,830,000	\$ 184,815	\$ 1,190,686	65%	\$ 1,115,227
Total Revenue	<u>\$ 1,830,000</u>	<u>\$ 184,815</u>	<u>\$ 1,190,686</u>	<u>65%</u>	<u>\$ 1,115,227</u>
Salaries and Benefits	\$ 1,392,668	\$ 105,341	\$ 755,619	54%	\$ 569,926
Current Operating	993,379	26,573	320,240	32%	427,109
Capital	-	-	-	0%	-
Total Expenses	<u>\$ 2,386,047</u>	<u>\$ 131,914</u>	<u>\$ 1,075,859</u>	<u>45%</u>	<u>\$ 997,034</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 901,019		\$ 1,354,084
Revenues Over Expenses			114,827		118,193
Encumbrances & Other Activity			(123,280)		(638,141)
Ending Balance			<u>\$ 892,566</u>		<u>\$ 834,136</u>
<b>Special Assessments Fund</b>					
Ad Valorem (Property Taxes)	\$ - *	\$ 2,325	\$ 23,697 *	0%	\$ 201,420
Interest Income	-	-	-	100%	53,243
Total Revenue	<u>\$ -</u>	<u>\$ 2,325</u>	<u>\$ 23,697</u>	<u>100%</u>	<u>\$ 254,663</u>
Current Operating	\$ 300,000	\$ 94	\$ 197,390	66%	\$ 179,080
Total Expenses	<u>\$ 300,000</u>	<u>\$ 94</u>	<u>\$ 197,390</u>	<u>66%</u>	<u>\$ 179,080</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,722,625		\$ 1,547,334
Revenues Over Expenses			(173,693)		75,583
Encumbrances & Other Activity			(38,182)		(64,143)
Ending Balance			<u>\$ 1,510,750</u>		<u>\$ 1,558,774</u>

\*JCCC discontinued the Special Assessment Levy beginning FY25.

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% 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
<b>Revenues</b>					
Cosmetology	\$ -	\$ -	\$ - †	0%	\$ 6,793
Bookstore	6,238,900	47,745	4,920,167	79%	4,873,094
Dining Services	2,901,892	248,056	1,951,265	67%	1,953,651
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	247	2,914	97%	729
Hospitality Management & Pastry Program	57,500	3,865	22,398	39%	37,554
Campus Farm	16,500	-	13,859	84%	14,813
Investment Income	30,000	-	11,894	40%	23,923
Total Revenues	<u>\$ 9,249,792</u>	<u>\$ 299,913</u>	<u>\$ 6,922,498</u>	<u>75%</u>	<u>\$ 6,910,556</u>
<b>Expenses</b>					
Cosmetology	\$ -	\$ -	\$ - †	0%	\$ 3,551
Bookstore	6,157,550	92,097	4,304,452	70%	4,357,361
Dining Services	3,999,368	310,808	2,656,364	66%	2,451,288
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	3,000	-	567	19%	1,098
Hospitality Management & Pastry Program	65,000	5,698	24,915	38%	37,263
Campus Farm	16,500	580	9,220	56%	7,853
Subtotal	<u>\$ 10,243,418</u>	<u>\$ 409,183</u>	<u>\$ 6,995,517</u>	<u>68%</u>	<u>\$ 6,858,414</u>
<b>Other Auxiliary Services Expenses</b>					
Auxiliary Construction	\$ 10,000	\$ -	\$ -	0%	\$ 856
Director	347,315	24,526	279,131	80%	177,635
Total Expenses	<u>\$ 10,600,733</u>	<u>\$ 433,709</u>	<u>\$ 7,274,648</u>	<u>69%</u>	<u>\$ 7,036,905</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ (112,897)		\$ 298,431
Revenues Over Expenses			(352,150)		(126,349)
Encumbrances & Other Activity			(657,182)		(295,754)
Ending Balance			<u>\$ (1,122,230)</u>		<u>\$ (123,672)</u>

**Auxiliary Enterprise Fund - Schedule 2**

	2024-2025 Year to Date Net	2023-2024 Year to Date Net	Net Change from Prior Year
Cosmetology	\$ - †	\$ 3,243	\$ (3,243)
Bookstore	615,715	515,733	99,982
Dining Services	(705,098)	(497,637)	(207,461)
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	2,348	(369)	2,717
Hospitality Management & Pastry Program	(2,517)	291	(2,808)
Campus Farm	4,639	6,960	(2,321)
	<u>\$ (73,020)</u>	<u>\$ 28,220</u>	<u>\$ (101,239)</u>

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

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% 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
<b>Revenue Bond Debt Service Fund</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,273,674		\$ 1,273,674		\$ 1,470,207
Total Revenue	1,401,070	\$ 578	1,474,189	105%	1,417,265
Total Expenses	1,715,700	-	1,636,998	95%	1,599,348
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,110,865</u>		<u>\$ 1,288,124</u>
<b>Industrial Training Center (ITC) Repair and Replacement Reserve Funds</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 568,553		\$ 568,553		\$ 429,760
Total Revenue	-	\$ 12,498	112,485	100%	112,485
Total Expenses	250,000	-	20,610	8%	10,040
Encumbrances & Other Activity			(518)		-
Ending Balance			<u>\$ 659,910</u>		<u>\$ 532,206</u>
<b>Capital Outlay</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 10,503,994		\$ 10,503,994		\$ 8,942,696
Total Revenue	8,664,378	\$ 308,018	5,571,405	64%	5,195,593
Total Expenses	8,179,855	475,436	1,917,393	23%	1,311,248
Encumbrances & Other Activity			(4,159,507)		(4,417,395)
Ending Balance			<u>\$ 9,998,500</u>		<u>\$ 8,409,646</u>
<b>Campus Development Fund</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,876,307		\$ 1,876,307		\$ 1,422,099
Total Revenue	840,642	\$ 347	884,514	105%	850,359
Total Expenses	1,000,000	14,400	178,137	18%	202,633
Encumbrances & Other Activity			(439,989)		(285,182)
Ending Balance			<u>\$ 2,142,695</u>		<u>\$ 1,784,643</u>
<b>Phase 3 Facilities Master Plan</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 475,100		\$ 475,100		\$ 2,505,055
Total Revenue	-	\$ -	-	0%	-
Total Expenses	982,036	5,673	361,569	37%	4,117,554
Encumbrances & Other Activity			152,492		2,347,691
Ending Balance			<u>\$ 266,023</u>		<u>\$ 735,193</u>
<b>All Other Funds</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 68,381		\$ 68,381		\$ 1,692,289
Total Revenue	25,546,512	\$ 1,602,088	35,855,804	140%	29,090,755
Total Expenses	10,817,210	2,225,654	31,406,957	290%	26,661,640
Encumbrances & Other Activity			803,503		(5,660,557)
Ending Balance			<u>\$ 5,320,732</u>		<u>\$ (1,539,152)</u>
<b>Grand Total All Funds</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 163,874,656		\$ 163,874,656		\$ 145,584,107
Total Revenue	245,862,641	\$ 7,564,796	202,913,246	83%	185,322,386
Total Expenses	237,178,546	21,029,026	195,475,361	82%	182,495,713
Encumbrances & Other Activity			(283,615)		(4,599,574)
Ending Balance			<u>\$ 171,028,925</u>		<u>\$ 143,811,206</u>

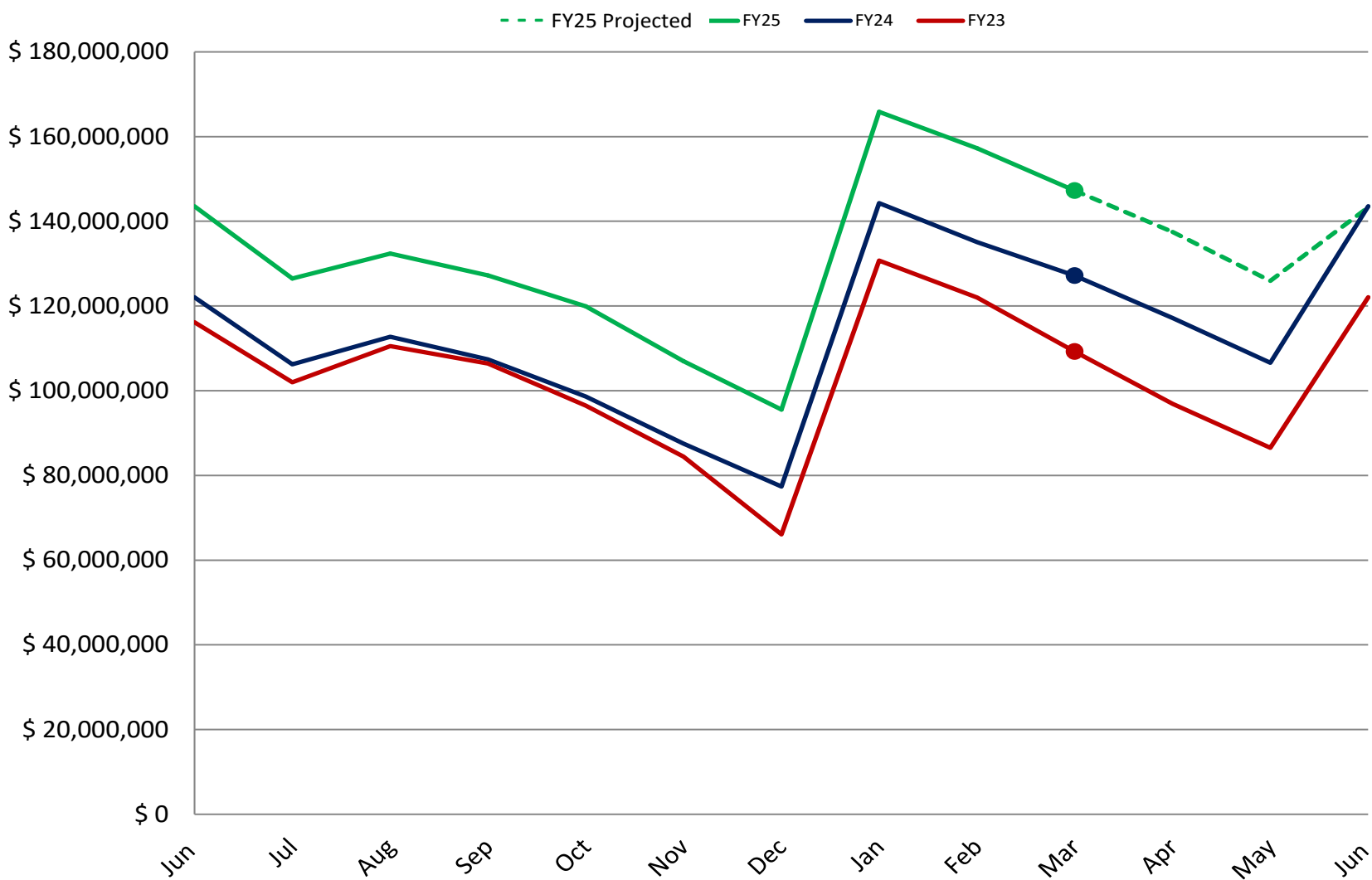
**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% of Fiscal Year Expired**  
**Investments**

Description	Date Purchased	Date Of Call/Maturity	Yield Rate	Matured This Month	Current Investments
US Treasury Bills	02/28/25	03/11/25	4.02%	\$ 5,205,000	
US Treasury Notes	01/22/24	03/15/25	4.56%	5,128,000	
US Treasury Bills	03/17/25	03/25/25	4.04%	5,177,000	
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 Bills	02/12/25	04/22/25	4.03%		4,031,000
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	02/18/25	04/15/26	4.16%		5,170,000
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					196,348,000
Municipal Investment Pool: (MIP) Daily Rate	03/01/25	03/31/25	3.02%		-
Grand Total				\$	196,348,000

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% of Fiscal Year Expired**  
**Cash & Pooled Investment Analysis**

Fund	Book Balance	Outstanding Commitments	Unencumbered Balance	Prior Year Unencumbered Balance
General & PTE Funds	\$ 167,714,389	\$ 20,448,416	\$ 147,265,972	\$ 127,161,213
Adult Supplementary Education Fund	1,972,705	935,073	1,037,632	649,422
Student Activity Fund	701,125	186,671	514,454	1,184,741
Motorcycle Driver Safety Fund	1,436,092	5,036	1,431,056	1,335,933
Truck Driver Training Fund	1,071,237	178,672	892,566	834,136
Special Assessments Fund	1,548,932	38,182	1,510,750	1,558,774
Auxiliary Enterprise Funds	(839,708)	282,522	(1,122,230)	(123,672)
Revenue Bond Debt Service Fund	1,137,992	27,127	1,110,865	1,288,124
ITC Repair and Replacement Reserve Funds	660,428	518	659,910	532,206
Capital Outlay Funds	14,620,974	4,622,474	9,998,500	8,409,646
Campus Development Fund	2,620,990	478,296	2,142,695	1,784,643
Phase 3 Facilities Master Plan	555,595	289,572	266,023	735,193
All Other Funds	12,420,581	7,099,850	5,320,732	(1,539,152)
<b>Total</b>	<b>\$ 205,621,334</b>	<b>\$ 34,592,409</b>	<b>\$ 171,028,925</b>	<b>\$ 143,811,206</b>

**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 March, the ending balances were approximately \$147.3 million for 2025, \$127.2 million for 2024, and \$109.2 million for 2023. The estimated fiscal year 2025 ending balance is \$143.3 million.

**Johnson County Community College**  
**Treasurer's Report**  
**March 31, 2025**  
**75% of Fiscal Year Expired**  
**Foundation**

	Activity Year To Date March 31, 2025	Prior Year Activity To Date	\$	CHANGE	CHANGE	%
<b>Foundation</b>						
Contribution Income	\$ 1,809,413	\$ 1,988,805				
Event Revenue	741,626	605,860				
Investment Income	1,568,039	4,444,692				
Other Revenue	22,851	73,966				
Total Revenue	<u>\$ 4,141,929</u>	<u>\$ 7,113,322</u>	\$	(2,971,393)	(41.8)	%
Student Assistance	\$ 51,609	\$ 14,231				
Program Support	73,929	360,238				
Project Support	2,002,049	546,813				
Campus Support	68,572	53,154				
Programming Expenses	448,797	350,775				
General & Administrative Expenses	454,019	437,119				
Total Expenses	<u>\$ 3,098,974</u>	<u>\$ 1,762,330</u>	\$	1,336,644	75.8	%
Balance Forward	\$ 51,904,214	\$ 45,955,637				
Revenues Over Expenses	<u>1,042,955</u>	<u>5,350,993</u>				
Ending Balance	<u>\$ 52,947,170</u>	<u>\$ 51,306,630</u>	\$	1,640,540	3.2	%



Johnson County Community College  
Office of the President


May 8, 2025

2025-2027 Strategic Bridge Plan

Report:

The 2025-2027 Strategic Bridge Plan was developed through campus-wide listening and feedback sessions during the Academic Year of 2024-2025. The bridge plan was created to establish a bridge between the 2021-2025 Strategic Plan and the next strategic plan, to allow a new President to become established with the college before creating a new strategic plan.

A draft of the 2025-2027 Strategic Bridge Plan and the college mission, vision, and values were reviewed by the Board of Trustees at the Board Retreat on April 24, 2025 and can be found as follows:

2025-2027 Strategic Bridge Plan	
	
Strategic Goal Student Success Support learners in achieving their educational goals.	
Strategy 1 Programming	Offer relevant academic programming to meet the shifting needs of our students, communities, and the industries we serve in career and technical and transfer programs.
Strategy 2 Recruiting	Attract and ensure access to learning for all individuals, regardless of background.
Strategy 3 Retention	Create clear pathways and early momentum to student success by helping students explore, choose, plan, and complete programs aligned with their career and education goals efficiently and affordably.
Strategy 4 Workforce	Increase flexible, industry-recognized, stackable courses and credentials to support workforce needs.



<b>Strategic Goal</b> <b>Employee Engagement</b> Create and maintain an environment where employees feel valued and have a sense of belonging.	
Strategy 1 Recruitment & Retention	Leverage total compensation strategies to attract exceptional talent and retain employees while advancing the mission of the College.
Strategy 2 Organizational Culture	Foster an environment of belonging and support a positive campus culture.
Strategy 3 Employee Development	Foster a culture of continuous professional growth, in which all employees are empowered to enhance their skills to advance the mission of the college and their career goals.
<b>Strategic Goal</b> <b>Community Connections</b> Advance strategic partnerships to support student success, employee engagement, and the community.	
Strategy 1 Workforce Development	Serve as a driver for workforce development across Johnson County.
Strategy 2 Economic Development	Serve as a catalyst for business and community growth by supporting partners who attract and retain companies in our region.
Strategy 3 Community Needs	Serve as a convener for focused community engagements, responding to the shifting demographics of Johnson County.
Strategy 4 Cultural Enrichment	Serve as a cultural hub for our community by facilitating lifelong learning through educational programming and world-class art experiences.

### Mission:

JCCC inspires learning to transform lives and strengthen communities.

### Vision:

JCCC will be an innovative leader in equitable student access, learning and success.

### Values:

**Student-Centered:** We promote an environment that shows the deepest care and support for the learning and growth of our students.

**Teaching and Learning:** We believe life-long learning is central to enriching the lives of our students, faculty, staff, and community for success in a global society.

**Community Engagement:** We value our role as the community's college and commit ourselves to partnerships that respond to the changing needs of those we serve.

**Innovation:** We foster an environment of excellence by intentionally seeking new and creative ways to meet the needs of our students, colleagues, and community.

**Belonging:** We value a collaborative environment where ALL are respected and connected to our mission.

**Integrity:** We hold ourselves accountable for our decisions and actions.

**Recommendation:**

**It is the recommendation of the college administration that the Board of Trustees adopt the 2025-2027 Strategic Bridge Plan Goals and Strategies, and the Mission, Vision, and Values statements, as shown in the board packet.**

Johnson County Community College  
Office of the President

May 8, 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)*

<b>Organization/ Individual</b>	<b>Program(s)</b>	<b>Credit/WDCE</b>	<b>New/ Renewal and Term</b>	<b>Financial Impact/Additional Information</b>
JCCC	Student Agency	Co-curricular	New	Template for use by Student Agency clients
Bunge Global	Railroad Safety Training	WDCE	New	Service agreement for contract training provided by JCCC.

**RECOMMENDATION:**

**It is the recommendation of the College administration that the Board of Trustees authorize the College to enter into agreements with the above entities as set forth above.**

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Gurbhushan Singh  
Vice President of Academic Affairs/CAO

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Rachel Lierz  
Executive Vice President  
Finance and Administrative Services

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Judy Korb  
Interim President

Johnson County Community College  
Office of the President

April 28, 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 May 8, 2025 Board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
4/04/2025	00724706 - 00724803	AP	171,016.25
4/04/2025	!0052014 - !0052080	ACH	361,938.01
4/07/2025	J0223626	P-Card ACH	104,723.66
4/11/2025	00724804 - 00724889	AP	319,103.29
4/11/2025	!0052081 - !0052161	ACH	201,044.92
4/11/2025	J0223716	P-Card ACH	133,469.31
4/15/2025	W0000281	Wire	1,867,564.33
4/15/2025	W0000282	Wire	1,550.00
4/18/2025	00724890 - 00724979	AP	542,746.96
4/18/2025	!0052162 - !0052244	ACH	447,660.77
4/18/2025	J0223715	P-Card ACH	125,794.06
			<hr/>
			\$4,276,611.56

## Tuition Refunds and Financial Aid Disbursements

4/04/2025	10197829 - 10197880	19,386.99
4/11/2025	10197881 - 10197973	65,421.20
4/18/2025	10197974 - 10197997	18,939.27
04/01-04/18/2025	Refund ACH	592,517.72
		<hr/>
		\$696,265.18
		<hr/>
Total Cash Disbursements		<u>\$4,972,876.74</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 \$4,972,876.74.**

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Megan Casey  
Interim Vice President/Chief Financial Officer

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Rachel Lierz  
Executive Vice President  
Finance & Administrative Services

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Judy Korb  
Interim President

Johnson County Community College  
Office of the President

May 8, 2025

Curriculum

Report

New Courses, Effective Academic Year 2026-2027

- HMGT 131 Introduction to Hotel Operations
- HMGT 140 Culinary Arts Practicum I
- HMGT 141 Chef Apprenticeship Skills I
- HMGT 152 Supervision in the Hospitality Industry
- HMGT 161 Menu Planning and Purchasing
- HMGT 166 Hospitality Cost Control
- HMGT 175 Hospitality Management Internship I
- HMGT 190 Culinary Arts Practicum II
- HMGT 191 Chef Apprenticeship Skills II
- HMGT 200 Culinary Arts Practicum III
- HMGT 201 Chef Apprenticeship Skills III
- HMGT 225 Dining and Beverage Service
- HMGT 236 Hospitality Risk Management
- HMGT 258 Hospitality Sales and Marketing
- HMGT 272 Food Management
- HMGT 276 Hospitality Management Internship II
- HMGT 280 Hospitality Revenue Management
- HMGT 290 Culinary Arts Practicum IV
- HMGT 291 Chef Apprenticeship Skills IV
- HMGT 295 Chef Apprenticeship Capstone
- HMPB 271 Artisan Bread and Viennoiserie
- HMPB 272 Entremets and Plated Desserts
- HMPB 273 Special Dietary Needs Baking
- HMPB 274: Occasion and Wedding Cakes

Course Modifications, Effective Academic Year 2026-2027

- HMGT 100 ACF Certified Fundamental Culinarian
- HMGT 120 Food Service Sanitation
- HMGT 121 Introduction to Hospitality Management
  - Change from: Perspectives of Hospitality Management

- HMGT 123 Professional Cooking I
- HMGT 153 Professional Cooking II
  - Changing from: HMGT 230: Professional Cooking II
- HMGT 180 Fundamentals of Baking
  - Change from: HMGT 223: Fundamentals of Baking
- HMGT 210 Garde Manger
  - Change from: HMGT 226: Garde Manger
- HMGT 220 American Regional Cuisine
- HMGT 240 Advanced Baking
- HMGT 248 Confectionary Arts
- HMGT 268 Hospitality Managerial Accounting
- HMGT 270 Meat and Seafood Fabrication
  - Change from: HMGT 270: Meat and Fish Identification and Fabrication
- HMGT 292 Special Topics:
- HMPB 155 Pastry Shop Production I
- HMPB 160 Pastry Shop Principles I
- HMPB 233 Patisserie
- HMPB 252 Pastry Shop Business Basics
- HMPB 255 Pastry Shop Production II
- HMPB 257 Sugar Basics
- HMPB 260 Pastry Shop Principles II

#### Course Deactivations, Effective Academic Year 2026-2027

- HMGT 126 Food Management
- HMGT 128 Supervisory Management
- HMGT 130 Hospitality Law
- HMGT 132 Seminar: Housekeeping Operations
- HMGT 150 Seminar: Food Service Sales and Marketing
- HMGT 203 Hotel Sales and Marketing
- HMGT 207 Hospitality Human Resource Management
- HMGT 221 Design and Facilities Management
- HMGT 228 Advanced Hospitality Management
- HMGT 235 Seminar: Risk Management and Loss Prevention
- HMGT 238 Advanced Garde Manger
- HMGT 245 Travel for Credit
- HMGT 265 Front Office Management



- HMGT 271 Seminar in Hospitality Management: Purchasing
- HMGT 273 Hospitality Cost Accounting
- HMGT 275 Seminar in Hospitality Management: Internship
- HMGT 277 Seminar in Hospitality Management: Menu Design and Planning
- HMGT 279 Beverage Control
- HMGT 281 Culinary Arts Practicum I
- HMGT 282 Culinary Arts Practicum II
- HMGT 285 Culinary Arts Practicum III
- HMGT 286 Culinary Arts Practicum IV
- HMPB 262 Pastry Shop Business Basics II

#### Course Deactivations, Effective Academic Year 2027-2028

- HMGT 287 Culinary Arts Practicum V
- HMGT 288 Culinary Arts Practicum VI

#### New Program, Effective Academic Year 2026-2027

- 2530-AAS: Hospitality Management

#### Program Modification, Effective Academic Year 2026-2027

- 2440-AAS: Chef Apprenticeship
- 5360-CERT: Pastry/Baking Certificate

#### Program Deactivations, Effective Academic Year 2026-2027

- 2550-AAS: Food and Beverage Management
- 2510-AAS: Hotel and Lodging Management

#### General Education Designation, Effective Academic Year 2026-2027

- ENGL 252 Introduction to Shakespeare
  - Associate of Arts (AA): Arts & Humanities, and Cavalier Credits
  - Associate of Fine Arts (AFA): Arts & Humanities, and Cavalier Credits
  - Associate of Science (AS): Arts & Humanities, and Cavalier Credits
  - Associate of Applied Science (AAS): Arts & Humanities, and Cavalier Credits
  - Associate of General Studies (AGS): Culture & Ethics, Cultural Perspective
- PHIL 177 Feminist Theory
  - Associate of Arts (AA): Arts & Humanities, and Cavalier Credits
  - Associate of Science (AS): Arts & Humanities, and Cavalier Credits

- Associate of Fine Arts (AFA): Arts & Humanities, Philosophy, and Cavalier Credits
- Associate of Applied Sciences (AAS): Arts & Humanities, and Cavalier Credits
- Associate of General Studies (AGS): Culture and Ethics, Cultural Perspective
- PHIL 210 History of Modern Philosophy
  - Associate of Arts (AA): Arts & Humanities, and Cavalier Credits
  - Associate of Science (AS): Arts & Humanities, and Cavalier Credits
  - Associate of Fine Arts (AFA): Arts & Humanities, and Cavalier Credits
  - Associate of Applied Sciences (AAS): Humanities, and Cavalier Credits
  - Associate of General Studies (AGS): Culture and Ethics, Historical Perspective
- POLS 250 Introduction to Globalization
  - Associate of Arts (AA): Social & Behavioral Sciences, and Cavalier Credits
  - Associate of Science (AS): Social & Behavioral Sciences, and Cavalier Credits
  - Associate of Fine Arts (AFA): Social & Behavioral Sciences, and Cavalier Credits
  - Associate of Applied Sciences (AAS): Social & Behavioral Sciences, and Cavalier Credits

**RECOMMENDATION:**

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

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Gurbhushan Singh  
Vice President Academic Affairs/CAO

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Judy Korb  
Interim President & CEO

Johnson County Community College  
Office of the President

May 8, 2025

FY26 Board of Trustees Meetings	
<u>2025</u>	<u>2026</u>
July 17	January 15
August 14*	February 19
September 18 (Revenue Neutral Rate Hearing and 2025- 2026 Budget Public Hearing)	March 12*
October 16	April 16 (4:00 pm – Budget Workshop)*
November 20	May 14*
December 18	June 18

FY26 Committee Meetings	
<u>2025</u>	<u>2026</u>
July 2	January 7
August 6	February 4
September 3	March 4
October 1	April 1
November 5	May 6
December 3	June 3

NOTE: Regular Board meetings are scheduled for the third Thursday of each month at 5:00 p.m., with the exception of those dates (or times) noted by an asterisk. The regular meeting date and time may be changed by the majority consent of the Board of Trustees (Board Policy 112.00).

**RECOMMENDATION:**

**It is the recommendation of the college administration that the Board of Trustees approve the FY26 Board meeting and committee meeting dates, as listed above.**

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Judy Korb  
Interim President

Johnson County Community College  
Office of the President

May 8, 2025

Transfer to JCCC Foundation Tribute Fund

Report:

Genet Yargel 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 Genet Yargel.**

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Katherine B. Allen  
Vice President  
College Advancement & Government Affairs

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Judy Korb  
Interim President

Johnson County Community College  
Office of the President

May 8, 2025

Human Resources

1. Separations

Jacob Petree, Police Officer, Finance & Administrative Services, April 18, 2025.

James Matthews, Asst. Professor Metal Fabrication/Welding, Academic Affairs, May 23, 2025.

Laura Harris, Financial Aid Coordinator, Finance & Administrative Services, May 2, 2025.

Tammy Clothier, Compensation Manager, Human Resources, May 7, 2025.

Zachery Ayers, Financial Aid Accounting Specialist, Finance & Administrative Services, May 30, 2025.

Traci Scheumann, English Connection Instructor, Workforce Development & Continuing Education, April 30, 2025.

Beth Smith, English Connection Instructor, Workforce Development & Continuing Education, May 16, 2025.

**Recommendation**

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

2. Retirements

Volan Lee, ATS Support Technician, Information Services, April 30, 2025.

Gregory Luthi, Professor of English, Academic Affairs, December 31, 2025.

Vickie Johnson, Vickie Johnson, JCAE Data Specialist, Workforce Development & Continuing Ed, September 30, 2025.

- \* *It was reported in February's board packet that Ms. Johnson's last day of work would be October 1, 2025. That date has been updated to September 30, 2025.*

**Recommendation**

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

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Christina McGee  
Vice-President, Human Resources

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Judy Korb  
Interim President