

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

**Meeting – Board of Trustees
Hugh W. Speer Board Room, GEB 137
December 18, 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: Joshua Kawase | |
| V. Open Forum | Trustee Rayl |
| VI. Board Reports | |
| A. Student Senate | Oliver Gonzales |
| B. College Lobbyist | Dick Carter |
| C. Shared Governance | Jamie Cunningham |
| D. Faculty Association | Joy Rhodes |
| 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. Employee Engagement and Development Committee (pp 1-9) | Trustee Hamill |
| <u>Recommendation:</u> Investment Committee Charter (pp 1, 4-8) | |
| B. Management and Finance Committee (pp 10-19) | Trustee Mitchell |
| <u>Recommendation:</u> FY 2026-2027 Budget Guidelines (pp 10-15) | |
| <u>Recommendation:</u> Architectural and Engineering Services | |
| 2025 Facilities Master Plan – Phase 1 (pp 16-17) | |
| <u>Recommendation:</u> FY26 Access Control Update (pp 17-18) | |

C. Student Success Committee (pp 20-22)

Trustee Jennings

D. Nominating Committee (p 23)

Trustee Rattan

**Recommendation: 2026 Board of Trustees Officers, Board
Committee Members and Liaisons**

VIII. President's Recommendation for Action

A. Treasurer's Report (pp 24-34)

Trustee Hamill

B. Monthly Report to the Board

Dr. Tony Miksa

IX. New Business

Trustee Rayl

X. Old Business

Trustee Rayl

XI. Consent Agenda

Trustee Rayl

A. Regular Monthly Reports and Recommendations

1. Minutes of a Previous Meeting

2. 2025-2026 Academic Calendar Modification (pp 35-37)

3. 2027-2028 Academic Calendar (pp 38-40)

4. Cash Disbursement Report (pp 41-42)

5. Curriculum (pp 43-45)

6. Grants, Contracts, and Awards (p 46)

B. Human Resources (pp 47-50)

1. Separations

2. Retirements

3. Faculty Sabbatical Awards

C. Human Resources Addendum

XII. Executive Session

Trustee Rayl

XIII. Adjournment

Trustee Rayl

Employee Engagement and Development Committee Minutes
December 3, 2025

The Employee Engagement and Development Committee met at 10:55am on Wednesday, November 5, 2025, in the Hugh Speer Board Room.

Those present were Trustees Dawn Rattan, Valerie Jennings, and Mark Hamill. Staff present were Tony Miksa, Mickey McCloud, Christina McGee, Rachel Haynes, and Barbra Cooper. Jenny Morgan acted as the recorder.

HR-2 Monitor Employee Benefit Programs

Christina McGee, Vice-President, Human Resources, presented Johnson County Community College's (JCCC's) updated Investment Committee Charter for approval. She referenced two documents that were part of this month's Employee Engagement and Development Committee (EE&D Committee) presentation: the current Investment Committee Charter, and new language that would replace the current Charter (dated July 1, 2017). Ms. McGee reported that the Investment Committee was established in 2011 for the purpose of managing the operation and administration of JCCC's 403 (b) and 457 plans. The committee meets quarterly and consists of seven (7) representatives from various departments throughout the college, including two Vice-Presidents, HR employees, and staff & faculty representation.

Updates to the Charter language include the sponsor of the committee, making it clear that the Board is the entity that appoints the Investment Committee to serve as fiduciary over the plans, and that the Investment Committee can delegate an advisor (currently Two West) to administer the plans. In addition, the document incorporates language regarding ERISA (Employee Retirement Income Security Act). JCCC's 403 (b) and 457 plans are not subject to ERISA regulations, but this language was incorporated to make certain the committee is following best practices while managing the operations of the plans, as well as ensuring transparency and consistent standards.

The full charter can be found following the Employee Engagement and Development minutes. After discussion, the following recommendation was made:

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 and changes to the Investment Committee Charter, as shown subsequently in the Board packet.

Additionally, Ms. McGee explained that by the end of this year, a decision will need to be made on reallocating \$531,678.88 in revenue credit to active and termed participants who have an active account. Ms. McGee further explained to the committee how the revenue credit account is funded and emphasized that the fees are from excessive record-keeping revenue and not funded by individual account performance. Ms. McGee explained that the Investment Committee has had robust conversations around how to distribute the funds. The proposed decision of the Investment Committee is to distribute \$250,000 of the \$531, 678.88 as a flat amount to each participant and distribute the other \$250,000 of the total as asset-based. The remaining \$31,678.88 will remain in the account for any unforeseen fees. The reallocation of the monies in the revenue credit account aligns with ERISA guidelines and was approved by the Investment Committee in consultation with the college's Investment Consultant, Two West.

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

Ms. McGee presented updates on HR initiatives completed and underway. HR has officially launched a new learning management system (NeoEd) as well as a new employee turnover dashboard. HR has also finalized their strategic planning goals. HR initiatives underway include an outstanding RFP for an investment consultant and management group. Interviews are being conducted next week and a recommendation will be brought to the EE&D Committee meeting in January. Ms. McGee also reported that an RFI (Request for Information) is being conducted to see which firms may be interested in conducting a Compensation Study for faculty & staff for the college, and to determine the cost. An official RFP will be submitted later in the Spring semester.

An RFP has been sent out for employee benefits consulting; currently waiting for companies to respond. And lastly, HR is in the process of making the HR procedure more easily available to employees and hopes to launch the HR Procedure webpage on the internal JCCC website by January 31st of 2026.

Ms. Rachel Haynes, Director, Employee Engagement and Development, presented information about a recent collaboration between EE&D and the Midwest Trust Center (MTC). New employees were invited to attend an event at MTC and enjoy a program put on by JCCC's Performing Arts Department, as well as networking with other staff. Wendie Brockhaus, Workplace Engagement Coordinator, spearheaded this effort, which generated 19 attendees for its inaugural event. Ms. Haynes said they would like to have another event in the spring as this initiative aligns with the HR strategic goals of internal and external collaboration and also ties back to the goal of retaining employees by building connections.

Ms. Barbra Cooper, Director, Human Resources, presented a snapshot of year-end metrics for “Time to Fill.” The average time to fill has been 38 days, and Employment Services has filled 278 jobs this year. Ms. Cooper also reported that Employment Services is participating in area organizations and Career Fairs that help strengthen HR and the college’s network and provide avenues for recruiting. HR is also looking for ways to be included in KC Top Employer Lists to promote JCCC as an employer of choice.

Other initiatives in Employment Services underway are rebranding of marketing materials, looking at ways to improve the onboarding experience, relationship building, and examining how HR recruits (proactive vs. reactive). Ms. McGee added that TeamKC will be hosting their April roundtable at JCCC next year, which will bring approximately 50 individuals from area employers to campus to discuss best recruiting practices.

JOHNSON COUNTY COMMUNITY COLLEGE
INVESTMENT COMMITTEE CHARTER
Amended & Restated July 1, 2017

Purpose

~~The Johnson County Community College Investment Committee (the “Committee”) has responsibility for overseeing all matters relating to the investment of the assets of the Johnson County Community College (“JCCC”) 403(b) Plan and Johnson County Community College Tax-Deferred Retirement Plan (individually, the “Plan” or collectively, the “Plans” as the context may indicate).~~

Composition of the Committee

~~The Committee is a permanent sub-committee of the JCCC Employee Benefits Committee. The Manager, Benefits of JCCC will be a voting member and serve as Chairman of the Committee. Membership will consist of the JCCC Vice-President of Human Resources, the Manager, Benefits of Human Resources and, at a minimum, three other members recommended by the JCCC Vice-President of Human Resources.~~

~~The Chairman of the Committee may nominate additional members, subject to approval by the JCCC Vice-President of Human Resources and the JCCC Employee Benefits Committee.~~

~~The Chairman may appoint a legal advisor to the Committee, to attend Committee meetings but not serve as a voting member of the Committee.~~

~~Any member of the Committee may resign by delivering his or her written resignation to the Chairman of the Committee; provided, however, that such written resignation is not required if resignation is due to termination of employment. Committee membership may be modified based upon changes in the composition of the JCCC Employee Benefits Committee.~~

Proxies

~~Each Committee member may, as the need arises, name any other Committee member to stand in place of the Committee member for any and all purposes, including casting votes and otherwise acting on his behalf.~~

Meetings, Minutes and Records of the Committee

~~The Committee shall meet a minimum of once per year. The Chairman will be responsible for appointing a representative to prepare the minutes of each meeting of the Committee and will provide a copy of the minutes to the other members. The Chairman will retain materials relating to the Committee’s actions and deliberations.~~

Procedural Matters

~~Every act or decision done or made by the Committee shall be made by majority of all the Committee members; provided, further, that if any position is vacant, then the requirement that said position participate shall be suspended until the position is filled. The action of that majority expressed from time to time by a vote at a meeting or in writing without a meeting shall constitute the action of the Committee and shall have the same effect for all purposes as if assented to by all members of the Committee at the time in office.~~

Responsibilities

~~The Committee shall have all the powers, authority and discretion necessary to carry out the provisions of the Plans and to satisfy the requirements of any applicable law or laws with respect to the asset investment and investment policies of the Plans. For this purpose, the Committee's responsibilities will include, but will not be limited to, the following, in addition to all other powers provided by the applicable Plan with respect to the Plan's asset investment and investment policies:~~

- ~~• developing and adopting the Plans' investment policy.~~
- ~~• providing for implementation, review and modification of the Plans' investment policy.~~
- ~~• construing and interpreting Plan provisions with respect to asset investments and making all necessary factual determinations with respect to same.~~
- ~~• oversight of the Plans' administrative expenses relating to asset investment and investment policies in a prudent manner, ensuring that such expenses are reasonable in amount.~~

Reliance on Experts

~~The Committee shall have the authority, to the extent it deems necessary or appropriate, to retain consultants, legal counsel, accountants, actuaries and other advisors, as it may require in carrying out the provisions of the Plans with respect to asset investments and investment policies and other Committee responsibilities.~~

Delegation

~~The Committee may appoint from its number such subcommittees with such powers to perform its duties under the Plan as it shall determine; may authorize one or more of its number or any agent to execute or deliver any instrument or make any payment on its behalf; and may allocate among its membership or delegate to other persons all or such portion of its duties under the Plan other than those granted to the trustee or funding agent under the trust agreement adopted for use in implementing the Plans' investment policies, as the Committee, in its sole discretion, shall decide.~~

Indemnification

- ~~a. If a member of the Committee or any director, officer or employee of JCCC was or is a party or is threatened to be made a party to any pending, or completed action, suit or other proceeding whether civil or criminal, administrative, investigative or any other type whatsoever, by reason of the fact that such individual is a member of the Committee or otherwise serving the Plans in any capacity at the request of JCCC, or by reason of anything done or not done by individual in any such capacity or otherwise on behalf of the Plans, JCCC will, to the extent permitted by law, indemnify the individual against any and all expenses and liabilities (including, but not limited to, judgments, fines, excise taxes, penalties, amounts paid in settlement and attorneys' fees) actually and reasonably incurred by individual in connection with the investigation, defense, settlement or appeal of or otherwise relating to such proceeding. Such right to indemnification will be a supplement to, and not in lieu of, such other rights JCCC and such individual may enjoy as a matter of law or by reason of insurance coverages of any kind.~~
- ~~b. PROVIDED, HOWEVER, THAT SAID INDEMNITIES SHALL NOT APPLY (i) TO THE EXTENT SUCH EXPENSES OR LIABILITIES ARE THE RESULT OF THE BAD FAITH, GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF INDIVIDUAL OR (ii) WITH RESPECT TO ANY CRIMINAL ACTION OR PROCEEDING, IF THE INDIVIDUAL HAD REASONABLE CAUSE TO BELIEVE HIS OR HER CONDUCT WAS UNLAWFUL.~~

Employer/Plan Sponsor: Johnson County Community College

Advisor: Two West Advisors

Amended & Restated: [date]

Plan Name(s): Johnson County Community College 403(b) Plan and Johnson County Community College 457(b) Plan

As of the date identified above as the Amended & Restated Date, the Plan Sponsor named above (Sponsor) has established and maintains the above-named Plan(s) (the Plan) for the exclusive benefit of the participants and their beneficiaries. The Plan is a defined contribution retirement plan designed to provide eligible employees with a retirement savings benefit through the accumulation of employee salary deferrals and employer contributions, if any, plus the earnings on such contributions.

Appointment of the Plan's Fiduciaries

Although not subject to ERISA, the Plan will follow ERISA Section 402(a)(2) best practices by maintaining a formal plan document and appointing fiduciaries responsible for plan oversight and administration. The plan document has identified Sponsor who hereby appoints, through its Board of Trustees, the Investment Committee (Committee) to take on certain fiduciary responsibilities related to the Plan. The Board retains responsibility for monitoring the Committee, including receiving reports periodically that relate to the Plan.

Committee members shall be selected by virtue of their position with Sponsor and shall include the following:

- Manager, Benefits and Wellness
- Vice President, Human Resources
- Director, Human Resources
- Chief Financial Officer
- Faculty Member(s)
- Staff Member(s)

If any member ceases to be in a position identified above, the member will be removed from the Committee automatically, without any requirement for action by the Board. Any new member will automatically be added to the Committee upon filling one of the positions above and accepting their position as a member of the Committee.

While not subject to ERISA, Committee members are expected to follow ERISA-based fiduciary standards and may be personally accountable for failing to meet those duties. However, Sponsor indemnifies and holds harmless each member of the Committee for an alleged breach of fiduciary duty, except in the case of the member's gross negligence or willful misconduct. Further, Committee members are not responsible nor liable for any breach of fiduciary responsibility that occurred prior to their participation on the Committee.

Responsibilities of the Plan's Fiduciaries

The Committee is responsible as a fiduciary following best practices set under ERISA for the following responsibilities, however, may delegate responsibilities to service providers so long as that delegation is memorialized in a contract and appropriately documented and reviewed following best practices set under ERISA Section 408(b)(2). Likewise, the Committee may delegate day-to-day tasks to employees of Sponsor assisting in a non-fiduciary capacity (for example, payroll department).

Investments, which includes selecting an investment line-up that meets the requirements under ERISA Section 404(c). Tasks include but are not limited to:

- Drafting and maintaining an investment policy statement
- Determining the asset class structure

- Selecting, monitoring and replacing an investment advisor to assist with the selection and monitoring of the Plan's designated investment alternatives and qualified default investment alternative
- Ongoing monitoring of fees related to investments including review of share classes and documentation of share class considerations
- Ongoing education related to special considerations for investment options including stable value and lifetime income offerings, among others
- Reviewing optional investment features where applicable including self-directed brokerage window, model portfolios and managed accounts

Service providers, which includes prudently selecting and monitoring service providers whose fees are reasonable considering the services they provide. Tasks include but are not limited to:

- Selecting recordkeepers, investment advisors and other service providers to the Plan based on an objective and prudent process
- Reviewing and maintaining each ERISA Section 408(b)(2) disclosures for every service provider to the Plan; determining reasonableness of fees and services related to the same
- Establishing and reviewing methods of paying fees (e.g., fee policy statement or other documentation)
- Establishing and reviewing cybersecurity protocols for services providers with access to participant data
- Reviewing service provider practices related to participant data and cross selling of additional services
- Reviewing small sum distribution procedures for service providers, if applicable

Employee engagement, which includes keeping participants informed of their rights and benefits under the Plan. Tasks include but are not limited to:

- Sending required participant notices to active and terminated participants
- Educating participants about the Plan and the investments available under the Plan following ERISA Section 404(c) as a best practice
- Interpreting the plan document, including participant eligibility, and ensuring the plan operates in line with the document
- Reviewing the outcomes of each participant engagement program that is established under the Plan
- Educating participants with an eye toward the Plan being a primary source of retirement income for many participants

Operations and administration, which includes exercising authority or control with respect to the management or disposition of assets. Tasks related to the management function include but are not limited to:

- Administering the plan generally to ensure the plan operations align with the plan document
- Reviewing plan distributions to ensure alignment with plan document, including loan policy (if applicable)
- Conducting compliance testing annually
- Establishing and fulfilling missing participant procedures
- Continually reviewing the payroll logs to ensure accuracy
- Prepare, review and file government reports, including the audit (if applicable)

Committee Procedures

Committee meetings will take place at such times and places as the Committee deems appropriate to carry out their duties. Committee members may attend meetings electronically or via telephone, and any member so participating will be counted as present. Guests of the Committee may be invited to join. The Committee will operate in a fair, consistent, and transparent manner, following governance practices that promote open discussion, informed decision-making, and clear documentation of actions taken.

A majority of the Committee members must agree before making any decisions affecting the management or administration of the Plan. However, day-to-day tasks that are delegated to non-fiduciary employees of Sponsor or to service providers do not require additional vote beyond the initial delegation.

Decisions relating to settlor functions remain with the Board. Such decisions include but are not limited to decisions related to plan design, the decision to terminate the Plan, etc.

Document Coordination

In the event of any conflicts between the provisions of this Charter, or any delegation of authority made pursuant to this Charter and the plan document, the terms of the plan document shall prevail and shall govern.

This Charter shall not be interpreted as limiting the powers of the Sponsor. Through its Board, Sponsor reserves the discretion to make exceptions to this Charter as may be necessary and reasonable from time to time.

As authorized by the Board Resolution and as signed for the Committee:

Employer / Plan Sponsor	
Signature:	Name:

**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
December 3, 2025

The Management and Finance Committee met at 8:30 AM on Wednesday, December 3, 2025, in the Hugh Speer Board Room. Those present were Trustees Greg Mitchell, and Dawn Rattan; staff: Rob Caffey, Megan Casey, Jim Feikert, Tom Hall, Rachel Lierz, Mickey McCloud, Tony Miksa, and Linda Nelson, recorder.

FY 26-27 Budget Update

Megan Casey, Vice President and Chief Financial Officer, presented the recommendation to approve preliminary budget guidelines to be used by the administration to begin the fiscal year 2026-27 budget development process based on estimated revenues and expenses. The preliminary budget guidelines are subject to adjustment as updated information is received over the coming months, such as changes in estimated assessed valuation or state funding. The final 2026-27 Management Budget will be presented to the Board of Trustees for approval in May 2026.

The budget calendar for fiscal year 2026-27 was presented to the Committee on October 1, 2025, and is included in the packet again for reference.

RECOMMENDATION:

It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the preliminary guidelines for development of the college's FY 2026-2027 budget.

Megan Casey
Vice President & Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

Tony Miksa
President

Johnson County Community College
Budget Cycle Calendar FY 2026–2027

Preliminary, Dates Subject to Change

October 2025 Tasks and Events

1	Management and Finance Committee review of preliminary budget calendar
6	Student Senate Leadership budget discussion
21	President's Cabinet discussion of FY 27 proposed budget guidelines

**November
2025**

4	President's Cabinet discussion of FY 27 proposed budget guidelines
5	Management and Finance Committee meeting
6	Distribute FY 27 budget calendar to budget administrators
6	Budget administrators receive Excel worksheet(s), <i>Proposed Budget Based on Actuals</i> , including two prior years' actual expenditures and current adopted budget to assist in developing a proposed budget and justifications
6	Remodel Requests for renovation/remodeling and equipment installation can be input in Team Dynamix
6	Fixed Asset reports for replacement capital equipment and current inventory are distributed by the Warehouse
6	Budget Development and the Capital Schedule are available for entry
13	Strategic Plan sponsors receive template for submission of budget requests tied to Strategic Plan action items
30	Remodel Requests due in Team Dynamix. Approved requests will be costed out by Campus Services and further prioritized

**December
2025**

3	Management and Finance Committee review of proposed budget guidelines
18	Board of Trustees vote on FY 27 budget guidelines
19	Budget Administrators receive FY 27 approved budget guidelines
19	Academic Program Reviews are submitted to deans

January 2026

7	Information Technology Planning (ITP) reports are distributed by Information Services
15	Budget Kickoff Meeting for FY 27 Hudson Auditorium 2:00–3:00 p.m.
20	Position Requests due to Human Resources
30	Administrative & Service Area review drafts are submitted to supervisors

February 2026

3	Proposed budget worksheets due to supervisors for review
6	Information Technology Planning (ITP) requests due to Information Services
12	Final approved budget requests due in Budget Development with justification of all line items
12	Approved capital equipment requests due in the Capital Schedule
12	Fixed Asset Inventory Reports for current year due to Warehouse

March 2026

3	Budget review and prioritization by President's Cabinet
17	Budget review and prioritization by President's Cabinet
31	Budget review and prioritization by President's Cabinet

April 2026

16	Annual Board of Trustees Budget Workshop, 4:00 p.m.
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May 2026

6	Management & Finance Committee review proposed FY 27 Management Budget
14	Board of Trustees vote on FY 27 Management Budget

June 2026

15	Receive Property Tax Revenue Neutral Rate (RNR) from Johnson County Clerk
30	Load FY 27 Management Budget into accounting system

July 2026

1	First day of Fiscal Year 2026–2027
20	Notify Johnson County Clerk of intent to exceed RNR (if applicable)

August 2026

TBD	Management & Finance Committee review required budget publications
TBD	Board of Trustees vote on required budget publications
TBD	Publish notice of intent to exceed RNR and RNR hearing at least 10 days in advance of the RNR hearing (if applicable)
TBD	Publish notice of budget hearing at least 10 days in advance of the budget hearing

September 2026

TBD	Management & Finance Committee review proposed FY 27 Legal Budget
TBD	Revenue Neutral Rate (RNR) hearing for FY 27 Legal Budget (if applicable)
TBD	Annual public hearing for FY 27 Legal Budget
TBD	Board of Trustees vote on FY 27 Legal Budget

October 2026

1	File Adopted Legal Budget with state and county offices
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Johnson County Community College
Preliminary Budget Guidelines FY 2026–2027

1. Unencumbered Cash Balances

Unencumbered cash balances will be maintained in accordance with the Cash Reserves Policy 210.07.

2. Assessed Valuation & Property Tax Levy

Johnson County assessed valuation will increase by 5%. The College's mill levy rate will remain flat at 7.861 mills. An estimated tax delinquency rate of 2% will be used.

3. Enrollment

Credit hour enrollment is estimated to increase by 4% from 2025–26 budgeted credit hours.

4. Tuition Cost per Credit Hour

Tuition rates for FY 2026–27 will increase by 4% for Johnson County students and 5% for in-state, out-of-state, and Metro Rate students, with a \$2 increase to the required student activity fee; total increases will be \$5 for Johnson County (\$106), \$7 for in-state (\$128), \$13 for out-of-state (\$250), and \$9 for Metro Rate (\$158).

5. State Aid

The budgeted state operating grant revenue for FY 2026–27 will be equal to the actual amount received in FY 2025–26.

6. Salary and Benefits Budgets

An average 4.5% across the board salary increase will be budgeted pursuant to the Master Agreement with the Faculty Association. The total number of budgeted faculty and staff positions will not increase. This does not preclude reallocation of positions.

7. Staff to Recommend Operating Budget Priorities

College staff will recommend operating budget priorities for consideration. These recommendations will be informed by ongoing planning and assessment efforts, including the College's 2025–2027 Strategic Bridge Plan, Instructional Program Review and Administrative & Service Area Reviews. All budgeted line items will be supported by the appropriate justification.

8. Base Budgets for Operating Budgets

The two previous prior years and the current year-to-date actual results will serve as the base budgets for the FY 2026–27 operating budgets.

9. Capital Budget–General Fund

The General Fund Capital budget will be guided by the Facilities Master Plan and will include allocations for approved capital and other remodel projects. Replacement of technology, furniture and equipment will be based on applicable replacement cycles.

10. Debt Service–General Fund

The General Fund budget will include \$3.7M for principal & interest due on the \$50 million Series 2017 Certificates of Participation.

11. Capital Budgets–Capital Outlay Fund

The Capital Outlay Fund budget will include revenue from the .5 mill tax levy. Budgets will be established for repairs, maintenance and capital projects.

Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facility Planning, provided the committee with information on facilities projects from the capital acquisitions and improvements matrix. The matrix summarizes and monitors budget and actual expenses for Campus Services projects and includes payments through November 30, 2025.

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services presented a recommendation for one bid and award, and one cooperative bid and award.

Bids & Awards: \$150,000+

December 2025 Management & Finance Committee

Bid:	26-083 Architectural & Engineering Services 2025 Facilities Master Plan - Phase 1 Projects
Fund:	0201 General
Vendors Notified:	155
Total Contract Period:	Project Completion
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	Request for Proposal (RFP) for architectural, engineering (AE) and appropriate related professional services for programming, design, construction administration, and project closeout services for the 2025 Facilities Master Plan (FMP) - Phase 1 projects. Projects include the Healthcare Education Building, Observatory, Outdoor Classroom Amphitheater, Athletic Building, renovation of the existing Gym building, West Parking Garage and West Central Chiller Plant. Interviews were held with PGAV, BNIM, and Clark & Enersen. Upon conclusion it was determined that PGAV best met the College's needs.

Evaluation Committee

1. Tom Hall - Associate Vice President, Campus Services & Facility Planning
2. Brett Edwards - Director, Campus Services & Energy Management
3. Mary Wisgirda - Dean of Mathematics and Sciences
4. Jay Antle - Professor History/Exec Dir Sustainability
5. Chad Sanner - Dean of Healthcare, Public Safety & Wellness
6. Jim Lane - Dean of Arts & Design, Humanities & Social Sciences
7. Tony Tompkins - Assistant Dean, Athletics

8. Jim Feikert - Executive Director, Procurement Services
9. Larry Allen - Senior Buyer, Procurement Services

Bid Amounts

The amounts shown below are estimates based on total estimated Phase 1 construction cost of \$70.9 million. Each firm provided a design fee as well as a design fee percentage (or range) relative to estimated construction costs.

Final fees for any project will be adjusted based on the actual construction cost of each project, using the quoted percentages.

- | | |
|----------------------------|---|
| 1. PGAV Architects: | \$5,084,000 (7.17%) |
| 2. Clark & Enersen: | \$4,594,125 (7% - 8%; percentages vary on each project) |
| 3. BNIM: | \$4,927,551 (6% - 40.1%; percentages vary on each project) |
| 4. BBN Architects: | \$4,948,820 (6.98%) |
| 5. Gensler: | \$5,300,000 (6.5% - 7%; percentages vary on each project) |
| 6. Hollis + Miller: | \$5,345,860 (3.5% - 12.8%) |
| 7. Multistudio: | \$5,657,820 (6.01% - 12.51%; percentages vary on each project) |
| 8. Perkins & Will | \$6,387,824 (8.625%) |
| 9. Incite Design Studio: | \$6,422,500 (9% - 10.5%; percentages vary on each project) |
| 10. Helix Architecture: | \$7,136,080 (7.25% - 10.06%; percentages vary based on basic and additional services) |

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 PGAV Architects in the estimated amount of \$5,084,000 (a 7.17% design fee).

Cooperative Bids & Awards: \$150,000+ December 2025 Management & Finance Committee

Cooperative Bid:	FY26 Access Control Upgrade
Fund:	0201 General
Vendors Notified:	N/A
Total Contract Period:	12/15/25 - 5/30/27
Award Justification:	State of Kansas #57813
Description:	For the campus-wide implementation of the Convergent access control system, enabling secure, remote management of 1,043 building doors to strengthen physical security and streamline access control.

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

1. **Convergint:** **\$1,216,854**

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 Convergint for a total estimated expenditure of \$1,216,854 with an additional 10% contingency of \$121,685 to allow for possible unforeseen costs, for a total amount of \$1,338,540 for FY26.

Informational Items

An informational report on Renewals, Single Source Justifications, and Final 2025 Mill Levy and Assessed Valuation was provided in the Management and Finance Committee meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, January 7th, 2026, 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 Meeting
Minutes
November 5, 2025

The Student Success Committee met at 9:45 a.m. on Wednesday, December 3, 2025, in GEB 137. Those present were Trustees Valerie Jennings and Mark Hamill; staff; Tony Miksa, Mickey McCloud, Gurbhushan Singh, Shelli Allen, Rachel Lierz and Liz Loomis as recorder.

Monitor Learning Outcomes - Curriculum Updates

Dr. Barry Bailey, Professor/Librarian, presented new courses, course modifications and deactivations, and program modifications effective for the 2026-2027 academic year. Details can be found in the consent agenda portion of the Board packet.

Academic Calendar

Jim Lane, Dean, Arts and Design, Humanities and Social Sciences and Chair of the Academic Calendar Committee presented the 2027-2028 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.

Dean Lane also presented modifications to the AY25-26 and is recommending the previously approved current AY 25-26 academic calendar Commencement date of Friday May 22nd, 2026, be amended to be Thursday, May 21st.

The last contract day for 9-month faculty will still be Friday, May 22, 2026.

The amendment to the current Board of Trustees approved AY 25-26 calendar is recommended to allow administrative coordination, avoid conflict with the Memorial Day weekend, and provide community participation.

Monitor Student Engagement Process – Update on Strategies and Initiatives

Dr. Gurb Singh provided an update on Math Pathways. He started by giving a history of the math reforms initiated by KBOR. The changes include moving from a pre-requisite course structure to a co-requisite support course structure. Dr. Singh said JCCC has been preparing for this change with meetings and math placement measures being determined in the Summer of 2024. Beginning Fall 2026 all prerequisite developmental courses will be discontinued and there will be a full-scale adoption of the Math Pathways framework. JCCC has been working with the Academic Support department to offer free classes for students needing extra help with math and English classes. Dr.

Singh briefly discussed that the English Co-requisite will now be College Composition I with Review and will be 5 hours.

Monitor Student Engagement Process – Update on Academic Programs

Drs. Deb Elder, Mallory Mitchell and Amy Sellers provided an update on Academic Initiatives. Dr. Elder listed the campus departments with which they collaborate. She provided data from AY 2023-2024 showing the growth in enrollment of dual enrollment and early college students in Kansas. There are many ways to earn JCCC credit while in high school which include; College Now, Career Ready, Dual Degree, Articulated Credit and Career and Technical Education Outreach. Each path was explained with accompanying data. Drs. Mitchell and Sellers shared the growth of these programs:

- College Now started 40 years ago with 287 students and now has 4,245 students from 30 high schools.
- Career Ready began in 2020 with 27 students and has grown to 92 students
- Dual Degree graduated its first students in Spring 2022 with 5 students and in 2025 20 students graduated.
- Articulated Credit began in 2022 with 26 students and this year 38 students are registered.
- Career and Technical Education Outreach continues to grow with over 8 areas of study.

Monitor Student Development – Enrollment and Student Services

Dr. Leslie Quinn provided an update on Enrollment and Student Services. She started by showing an organizational chart of the division. The division consists of Enrollment Services, Financial Aid, Testing & Assessment Services and Recruitment and Enrollment Strategy. Some of Dr. Quinn's highlights included:

- International and Immigrant Student Services assists over 1,300 students from 112 countries.
- Veteran and Military Student Resource Center partners with VetSuccess on Campus and the KS Commission on Veterans Affairs Office.
- Admissions is working hard on fraud detection.
- Registrars Office oversees all degree audit, graduation applications and course substitutions.

Dr. Quinn mentioned that the Financial Aid Office is busy with on campus workshops and high school events walking families through the FAFSA process. Testing Services provides ADA accommodations for students taking practice, placement or make-up tests.

The next meeting of the Student Success committee is Wednesday, January 7, 2026 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

2026 Board of Trustees
Officers, Board Committee Members and Liaisons

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

Recommendation:

It is the recommendation of the Nominating Committee that the Board of Trustees approve the 2026 slate of officers, committee and liaisons assignments.

Johnson County Community College
Office of the President

December 4, 2025

Treasurer's Report

Report:

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

An ad valorem tax distribution of \$1.4 million was received from the county treasurer in October and was distributed as follows:

General Fund	\$ 1,349,164
Capital Outlay Fund	88,836
Special Assessment Fund	<u>3,249</u>
Total	<u>\$ 1,441,249</u>

Also during October, the college made payments on the Series 2012 and Series 2019 Revenue Bonds as reflected in the Revenue Bonds Debt Service Fund in Section V of the Treasurer's Report.

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

Recommendation:

It is the recommendation of the college administration that the Board of Trustees approve the Treasurer's Report for the month of October 2025, subject to audit.

Megan Casey
Vice President & Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

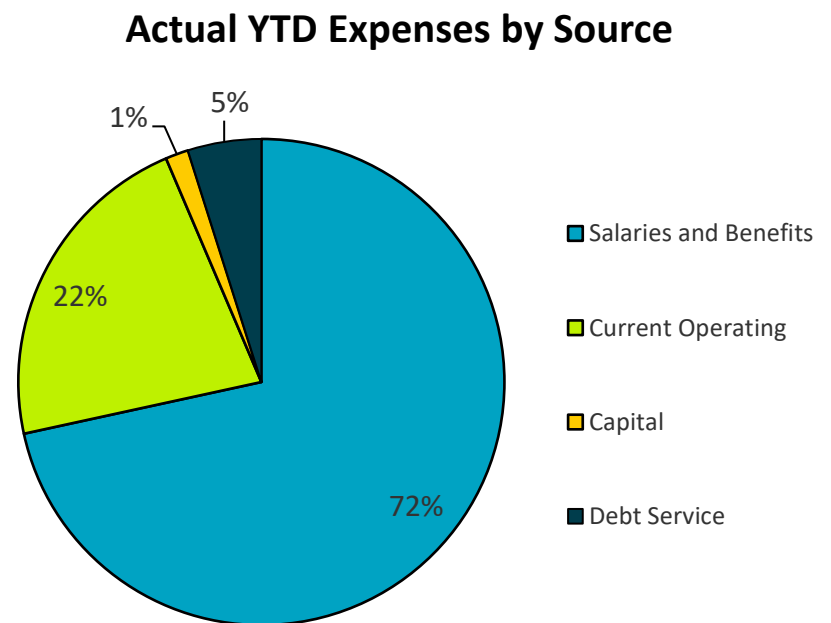
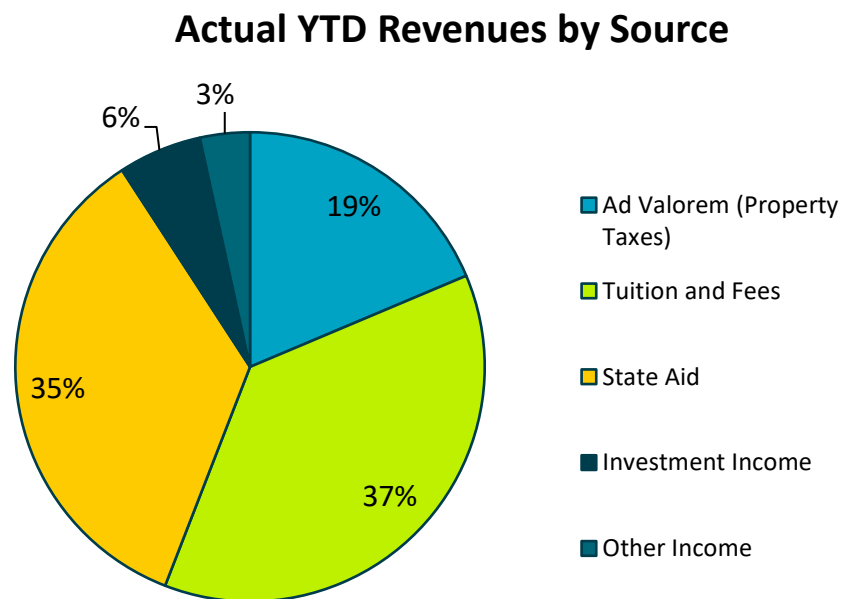
Tony Miksa
President

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
General/Post-Secondary Technical Education (PTE) Funds

	Adopted Budget 2025-2026	Activity This Month 2025-2026	Activity Year to Date 2025-2026	YTD as % of Budget	Prior Year Activity to Date
General/PTE Funds					
Ad Valorem (Property Taxes)	\$ 131,700,631	\$ 1,349,164	\$ 8,185,068	6%	\$ 6,416,070
Tuition and Fees	29,865,418	94,273	16,346,866	55%	16,255,387
State Aid	27,240,819	3,282	15,328,448	56%	16,830,964
Investment Income	5,500,000	732,060	2,521,762	46%	2,554,661
Other Income	4,058,730	606,651	1,507,116	37%	1,402,553
Total Revenue	<u>\$ 198,365,598</u>	<u>\$ 2,785,430</u>	<u>\$ 43,889,260</u>	<u>22%</u>	<u>\$ 43,459,635</u>
Salaries and Benefits	\$ 152,605,386	\$ 13,786,614	\$ 45,066,682	30%	\$ 40,920,643
Current Operating	41,873,958	2,647,576	13,847,641	33%	13,642,934
Capital	4,640,038	652,887	959,402	21%	788,321
Debt Service	3,690,488	750	3,079,378	83%	3,013,799
Total Expenses	<u>\$ 202,809,869</u>	<u>\$ 17,087,827</u>	<u>\$ 62,953,102</u>	<u>31%</u>	<u>\$ 58,365,698</u>

Unencumbered Cash Rollforward:

Beginning Balance	\$ 160,797,407	\$ 143,525,283
Revenues Over Expenses	(19,063,842)	(14,906,063)
Encumbrances & Other Activity	(9,196,338)	(8,691,717)
Ending Balance	<u>\$ 132,537,227</u>	<u>\$ 119,927,503</u>



Two pie charts depict the sources of the actual year-to-date revenue and actual year-to-date expenses on the General Fund as a percentage of their respective totals. These charts are based on the Activity Year to Date 2025-2026 numbers.

The largest source of revenue this year to date is tuition and fees (37%), followed by state aid (35%), ad valorem (property taxes) (19%), investment income (6%) and other income (3%). The largest source of expenses this year to date is salary and benefits (72%), followed by current operating (22%), debt service (5%), and capital expenses (1%).

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
General/Post-Secondary Technical Education (PTE) Funds
Expenditure Detail By Natural Classification

	Adjusted Budget 2025-2026	Activity This Month 2025-2026	Activity Year to Date 2025-2026	YTD as % of Budget	Prior Year Activity to Date	YTD Change from Prior Year
Salaries	\$ 110,715,886	\$ 10,190,923	\$ 33,187,308	30%	\$ 30,134,791	10%
Benefits	41,889,500	3,595,691	11,879,374	28%	10,785,852	10%
Event Officials	96,000	28,656	52,815	55%	51,894	2%
Legal Services	150,000	-	260	0%	19,340	-99%
Lobbyist Services	35,000	-	2,708	8%	-	100%
Audit Services	95,000	37,500	49,000	52%	40,000	23%
Collection Costs	60,000	3,361	17,356	29%	5,829	198%
Insurance, Property/Casualty & Rel	1,470,000	538,134	1,343,542	91%	1,337,164	0%
Contracted Services	11,140,160	700,869	2,422,547	22%	2,312,687	5%
SB 155 Shared Funding Payments	713,000	-	-	0%	-	0%
Overnight Travel	1,282,619	79,408	237,440	19%	206,291	15%
Travel - Accreditation	30,000	(750)	-	0%	-	0%
Staff Development Training & Travel	360,000	24,800	139,104	39%	85,519	63%
Faculty Continuing Ed Grants	35,000	1,135	10,605	30%	7,815	36%
Tuition Reimbursement	550,000	12,971	238,921	43%	227,872	5%
Same Day Travel	142,447	5,838	25,653	18%	18,089	42%
Supplies and Materials	7,046,089	423,927	1,948,127	28%	1,777,090	10%
Computer Software & Licenses	7,371,567	213,959	3,146,612	43%	3,975,140	-21%
Technical Training	158,150	1,262	18,472	12%	19,281	-4%
Applicant Travel	15,000	2,000	3,261	22%	3,471	-6%
Recruiting Travel	49,320	2,352	15,023	30%	14,285	5%
Printing, Binding & Publications	111,549	2,437	2,437	2%	17,547	-86%
Advertising and Promotions	1,139,211	44,933	305,583	27%	449,943	-32%
Memberships	454,447	42,035	216,872	48%	228,093	-5%
Accreditation Expenses	57,080	5,695	17,723	31%	31,689	-44%
Bad Debt Expense	370,000	-	370,000	100%	250,000	48%
Electric	3,253,022	229,149	987,462	30%	971,146	2%
Water	238,761	31,390	133,273	56%	127,672	4%
Natural Gas	108,307	3,358	7,972	7%	8,995	-11%
Unified Communications	1,029,615	8,864	991,928	96%	348,611	185%
Gasoline	75,000	7,736	22,681	30%	23,670	-4%
Subscriptions	572,928	31,166	259,582	45%	237,617	9%
Rentals and Leases	689,867	38,584	214,405	31%	218,511	-2%
Repairs and Maintenance	902,999	33,636	142,287	16%	172,960	-18%
Freight	139,100	6,378	11,682	8%	37,940	-69%
Special Events	517,787	42,722	140,256	27%	128,408	9%
Retirement Recognitions	7,500	-	650	9%	2,355	-72%
Postage	220,000	7,766	120,717	55%	77,091	57%
Contingency	600,000	-	1,551	0%	-	100%
Remodeling and Renovations	2,010,212	6,276	21,254	1%	141,117	-85%
Library Books	90,000	3,698	10,250	11%	29,369	-65%
Furniture and Equipment	2,221,346	643,701	927,663	42%	280,885	230%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	65,030	(788)	235	0%	336,950	-100%
Income Tax	2,500	-	-	0%	-	0%
Grants	646,338	1,919	170,745	26%	158,168	8%
Foster Care & Killed on Duty Grant	70,000	(363)	19,440	28%	19,753	-2%
Federal SEOG Match	119,045	34,750	38,950	33%	31,000	26%
Principal Payments	2,410,000	-	2,410,000	100%	2,290,000	5%
Interest Payments	1,278,988	-	668,628	52%	723,799	-8%
Fee Payments	1,500	750	750	50%	-	100%
TOTAL EXPENSES	\$ 202,809,869	\$ 17,087,827	\$ 62,953,102	31%	\$ 58,365,698	8%

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Adult Supplementary Education & Student Activity Funds

	Adopted Budget 2025-2026	Activity This Month 2025-2026	Activity Year to Date 2025-2026	YTD as % of Budget	Prior Year Activity to Date
Adult Supplementary Education Fund					
Tuition and Fees	\$ 4,522,160	\$ 181,343	\$ 1,339,749	30%	\$ 2,460,007
Investment Income	110,000	10,530	35,001	32%	35,336
Other Income	1,557,500	185,390	673,837	43%	462,953
Total Revenue	<u>\$ 6,189,660</u>	<u>\$ 377,262</u>	<u>\$ 2,048,587</u>	<u>33%</u>	<u>\$ 2,958,296</u>
Salaries and Benefits	\$ 2,692,866	\$ 163,410	\$ 655,880	24%	\$ 619,525
Current Operating	5,238,032	303,251	909,839	17%	1,126,971
Capital	139,325	14,100	20,416	15%	-
Total Expenses	<u>\$ 8,070,223</u>	<u>\$ 480,762</u>	<u>\$ 1,586,135</u>	<u>20%</u>	<u>\$ 1,746,496</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,434,429		\$ 837,395
Revenues Over Expenses			462,452		1,211,800
Encumbrances & Other Activity			(1,435,461)		(1,470,189)
Ending Balance			<u>\$ 461,420</u>		<u>\$ 579,006</u>
Student Activity Fund					
Tuition and Fees	\$ 2,039,961	\$ 7,326	\$ 1,186,346	58%	\$ 1,182,922
Investment Income	99,000	2,489	12,984	13%	25,108
Other Income	7,500	402	1,517	20%	1,540
Total Revenue	<u>\$ 2,146,461</u>	<u>\$ 10,218</u>	<u>\$ 1,200,846</u>	<u>56%</u>	<u>\$ 1,209,570</u>
Salaries and Benefits	\$ 450,647	\$ 34,764	\$ 121,857	27%	\$ 126,522
Current Operating	1,227,569	147,108	300,742	24%	280,966
Grants/Scholarships	1,467,295	10,922	601,974	41%	627,714
Total Expenses	<u>\$ 3,145,511</u>	<u>\$ 192,793</u>	<u>\$ 1,024,573</u>	<u>33%</u>	<u>\$ 1,035,202</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 314,081		\$ 896,163
Revenues Over Expenses			176,274		174,368
Encumbrances & Other Activity			(202,681)		(326,946)
Ending Balance			<u>\$ 287,674</u>		<u>\$ 743,585</u>

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Motorcycle Driver Safety & Truck Driver Training Course Funds

	Adopted Budget 2025-2026	Activity This Month 2025-2026	Activity Year to Date 2025-2026	YTD as % of Budget	Prior Year Activity to Date
Motorcycle Driver Safety Fund					
Tuition and Fees	\$ 200,000	\$ 14,992	\$ 82,829	41%	\$ 85,790
Other Income	35,000	-	-	0%	-
Total Revenue	<u>\$ 235,000</u>	<u>\$ 14,992</u>	<u>\$ 82,829</u>	<u>35%</u>	<u>\$ 85,790</u>
Salaries and Benefits	\$ 149,175	\$ 9,589	\$ 41,722	28%	\$ 46,199
Current Operating	559,500	501	4,247	1%	1,895
Capital	-	-	-	100%	-
Total Expenses	<u>\$ 708,675</u>	<u>\$ 10,091</u>	<u>\$ 45,968</u>	<u>6%</u>	<u>\$ 48,095</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,431,160		\$ 1,339,059
Revenues Over Expenses			36,860		37,695
Encumbrances & Other Activity			2,392		1,495
Ending Balance			<u>\$ 1,470,412</u>		<u>\$ 1,378,249</u>
Truck Driver Training Course Fund					
Tuition and Fees	\$ 2,260,000	\$ 144,543	\$ 651,323	29%	\$ 437,862
Total Revenue	<u>\$ 2,260,000</u>	<u>\$ 144,543</u>	<u>\$ 651,323</u>	<u>29%</u>	<u>\$ 437,862</u>
Salaries and Benefits	\$ 1,243,805	\$ 121,910	\$ 432,830	35%	\$ 328,045
Current Operating	882,425	53,664	150,607	17%	148,442
Capital	-	-	-	0%	-
Total Expenses	<u>\$ 2,126,230</u>	<u>\$ 175,574</u>	<u>\$ 583,437</u>	<u>27%</u>	<u>\$ 476,487</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,188,316		\$ 901,019
Revenues Over Expenses			67,886		(38,625)
Encumbrances & Other Activity			(252,931)		(256,416)
Ending Balance			<u>\$ 1,003,271</u>		<u>\$ 605,977</u>

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Auxiliary Enterprise Fund - Schedule 1

	Adopted Budget 2025-2026	Activity This Month 2025-2026	Activity Year to Date 2025-2026	YTD as % of Budget	Prior Year Activity to Date
Revenues					
Bookstore	5,814,100	132,593	2,882,572	50%	2,829,955
Dining Services	2,745,841	234,321	885,882	32%	876,145
Dental Hygiene	3,000	101	201	7%	64
Hospitality Management & Pastry Program	57,500	9,227	14,299	25%	8,764
Campus Farm	16,500	598	6,185	37%	4,649
Investment Income	-	-	-	0%	9,782
Total Revenues	\$ 8,636,941	\$ 376,840	\$ 3,789,139	44%	\$ 3,729,359
Expenses					
Bookstore	4,729,300	37,485	2,264,194	48%	2,334,577
Dining Services	1,578,157	95,161	454,000	29%	1,198,298
Dental Hygiene	3,000	180	180	6%	567
Hospitality Management & Pastry Program	65,000	2,830	7,461	11%	10,743
Campus Farm	16,500	1,708	3,512	21%	6,253
Subtotal	\$ 6,391,957	\$ 137,365	\$ 2,729,347	43%	\$ 3,550,438
Other Auxiliary Services Expenses					
Director	-	-	- [†]	0%	98,105
Total Expenses	\$ 6,391,957	\$ 137,365	\$ 2,729,347	43%	\$ 3,648,544
Unencumbered Cash Rollforward:					
Beginning Balance			\$ (1,218,220)		\$ (112,897)
Revenues Over Expenses			1,059,792		80,816
Encumbrances & Other Activity			(305,776)		(405,658)
Ending Balance			\$ (464,204)		\$ (437,739)

Auxiliary Enterprise Fund - Schedule 2

	2025-2026 Year to Date Net	2024-2025 Year to Date Net	Net Change from Prior Year
Bookstore	618,379	495,378	123,001
Dining Services	431,881	(322,154)	754,035
Dental Hygiene	21	(503)	524
Hospitality Management & Pastry Program	6,838	(1,979)	8,817
Campus Farm	2,673	(1,604)	4,277
	\$ 1,059,792	\$ 169,138	\$ 890,654

[†] Activity has been combined into General Fund in FY26.

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Plant & Other Funds

	Adopted Budget 2025-2026	Activity This Month 2025-2026	Activity Year to Date 2025-2026	YTD as % of Budget	Prior Year Activity to Date
Revenue Bond Debt Service Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,128,035		\$ 1,128,035		\$ 1,273,674
Total Revenue	1,457,116	\$ 5,256	851,028	58%	848,916
Total Expenses	1,707,500	1,657,550	1,658,080	97%	1,636,680
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 320,983</u>		<u>\$ 485,909</u>
BNSF Repair and Replacement Reserve Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 625,352		\$ 625,352		\$ 568,553
Total Revenue	-	\$ 21,939	59,434	100%	49,993
Total Expenses	250,000	-	5,500	2%	-
Encumbrances & Other Activity			(37,760)		-
Ending Balance			<u>\$ 641,526</u>		<u>\$ 618,547</u>
Capital Outlay					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 11,405,639		\$ 11,405,639		\$ 10,503,994
Total Revenue	9,473,408	\$ 158,668	775,958	8%	625,259
Total Expenses	10,949,000	308,167	695,336	6%	330,711
Encumbrances & Other Activity			(2,634,521)		(2,295,279)
Ending Balance			<u>\$ 8,851,740</u>		<u>\$ 8,503,264</u>
Special Assessments Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,510,459		\$ 1,510,459		\$ 1,722,625
Total Revenue	-	\$ 3,249	11,297	100%	16,066
Total Expenses	300,000	17,052	56,601	19%	48,060
Encumbrances & Other Activity			(98,341)		(86,940)
Ending Balance			<u>\$ 1,366,814</u>		<u>\$ 1,603,691</u>
Campus Development Fund					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,991,133		\$ 1,991,133		\$ 1,876,307
Total Revenue	874,270	\$ 3,153	510,617	58%	509,350
Total Expenses	3,175,000	-	-	0%	9,168
Encumbrances & Other Activity			(142,348)		(162,810)
Ending Balance			<u>\$ 2,359,402</u>		<u>\$ 2,213,679</u>
All Other Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 5,643,054		\$ 5,643,054		\$ 543,481
Total Revenue	27,269,016	\$ 10,924,301	12,474,904	46%	20,777,377
Total Expenses	11,210,125	1,750,469	13,736,198	123%	16,079,922
Encumbrances & Other Activity			763,800		(1,250,595)
Ending Balance			<u>\$ 5,145,561</u>		<u>\$ 3,990,342</u>
Grand Total All Funds					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 186,116,990		\$ 186,250,845		\$ 163,874,656
Total Revenue	256,907,470	\$ 14,825,851	66,345,223	26%	74,707,473
Total Expenses	250,844,089	23,476,527	91,987,071	37%	89,796,726
Encumbrances & Other Activity			(6,627,170)		(8,573,390)
Ending Balance			<u>\$ 153,981,826</u>		<u>\$ 140,212,012</u>

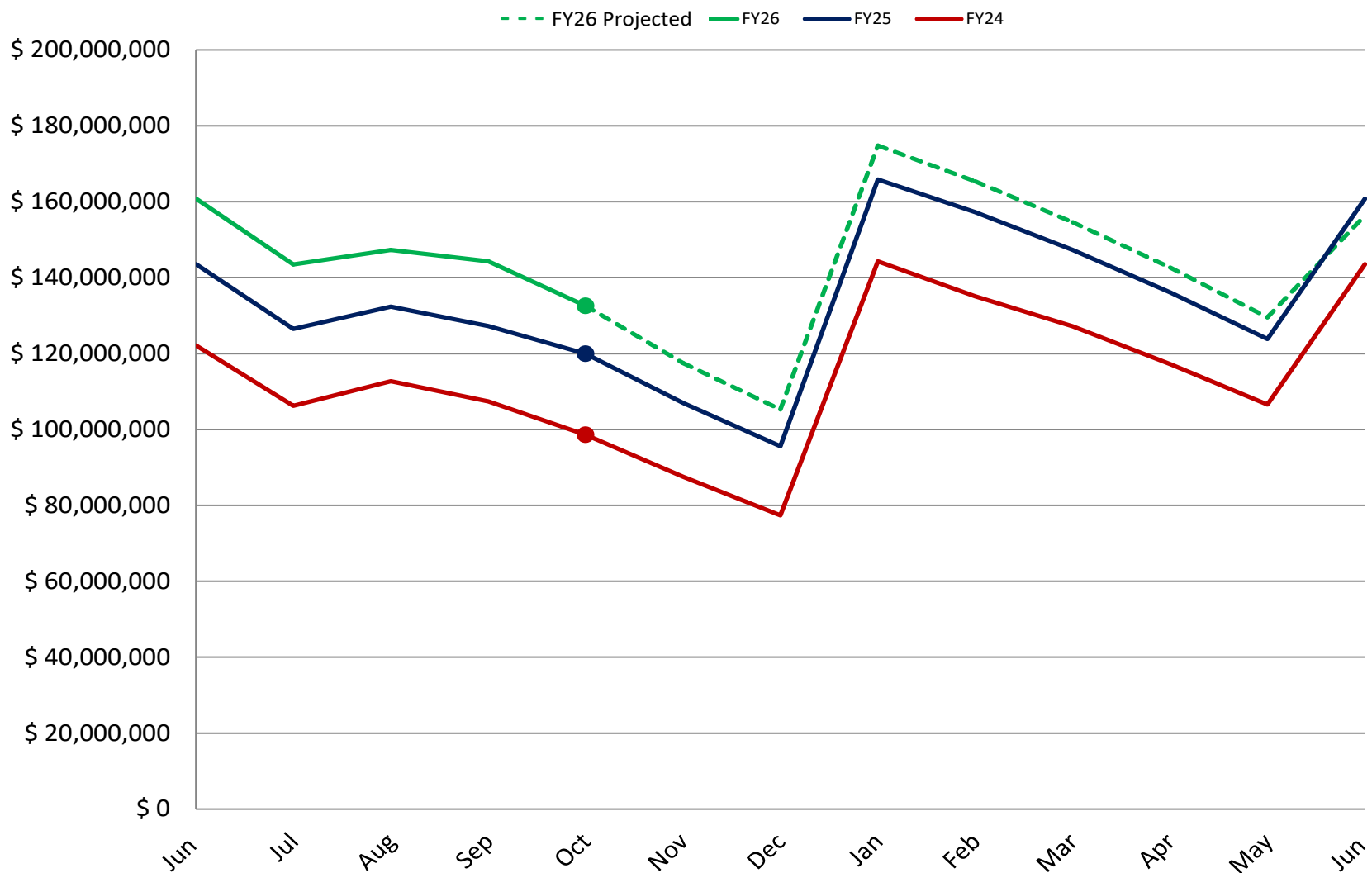
Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Investments

Description	Date Purchased	Date of Call/Maturity	Yield Rate	Matured This Month	Current Investments
Certificate of Deposit	10/03/24	10/02/25	3.56%	\$ 4,775,000	
US Treasury Bills	10/02/25	10/14/25	3.82%	5,007,000	
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	04/30/25	11/30/25	3.93%		4,077,000
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
Certificate of Deposit	06/05/25	03/12/26	3.90%		8,000,000
US Treasury Notes	06/05/24	03/15/26	4.63%		4,945,000
US Treasury Notes	04/22/25	03/31/26	3.73%		4,031,000
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	10/15/25	06/30/26	3.50%		5,138,000
US Treasury Notes	06/05/25	07/15/26	4.50%		6,000,000
US Treasury Notes	06/05/25	08/31/26	3.75%		6,000,000
US Treasury Notes	11/07/24	09/30/26	4.03%		2,012,000
US Treasury Notes	06/05/25	10/31/26	1.13%		6,500,000
US Treasury Notes	06/05/25	11/15/26	2.00%		6,750,000
US Treasury Notes	09/02/25	11/30/26	4.25%		5,240,000
US Treasury Notes	09/15/25	04/30/27	3.75%		5,150,000
US Treasury Notes	09/15/25	05/31/27	3.88%		5,150,000
US Treasury Notes	09/29/25	09/15/27	3.38%		6,081,000
US Treasury Notes	10/02/25	09/30/27	3.45%		4,775,000
Grand Total					<u>\$ 177,122,000</u>

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Cash & Pooled Investment Analysis

Fund	Book Balance	Outstanding Commitments	Unencumbered Balance	Prior Year Unencumbered Balance
General & PTE Funds	\$ 153,336,304	\$ 20,799,077	\$ 132,537,227	\$ 119,927,503
Adult Supplementary Education Fund	2,155,165	1,693,745	461,420	579,006
Student Activity Fund	509,514	221,839	287,674	743,585
Motorcycle Driver Safety Fund	1,470,664	252	1,470,412	1,378,249
Truck Driver Training Fund	1,288,150	284,879	1,003,271	605,977
Auxiliary Enterprise Funds	(137,307)	326,896	(464,204)	(437,739)
Revenue Bond Debt Service Fund	340,802	19,818	320,983	485,909
BNSF Repair and Replacement Reserve Fund	724,231	82,706	641,526	618,547
Capital Outlay Funds	14,293,079	5,441,339	8,851,740	8,503,264
Special Assessments Fund	1,465,213	98,399	1,366,814	1,603,691
Campus Development Fund	2,530,495	171,094	2,359,402	2,213,679
All Other Funds	10,596,362	5,450,801	5,145,561	3,990,342
Total	\$ 188,572,673	\$ 34,590,846	\$ 153,981,826	\$ 140,212,012

General/Post-Secondary Technical Education (PTE) Funds
Unencumbered Cash Three-Year Monthly Trend



The line chart shows the unencumbered cash balances in the General Fund throughout the year for the last three years. For October, the ending balances were approximately \$132.5 million for 2026, \$119.9 million for 2025, and \$98.6 million for 2024. The estimated fiscal year 2026 ending balance is \$156.4 million.

Johnson County Community College
Treasurer's Report
October 31, 2025
33.3% of Fiscal Year Expired
Foundation

	Activity Year to Date October 31, 2025	Prior Year Activity To Date	\$	Change	Change	%
Foundation						
Contribution Income	\$ 784,688	\$ 537,384				
Event Revenue	454,851	465,687				
Investment Income	2,415,748	2,287,663				
Other Revenue	11,175	13,073				
Total Revenue	<u>\$ 3,666,462</u>	<u>\$ 3,303,807</u>	\$	362,655	11.0	%
Student Assistance	\$ 41,551	\$ 24,090				
Program Support	87,059	15,859				
Project Support	3,035	2,001,073				
Campus Support	7,522	20,365				
Programming Expenses	45,345	71,735				
General & Administrative Expenses	140,209	157,725				
Total Expenses	<u>\$ 324,720</u>	<u>\$ 2,290,846</u>	\$	(1,966,126)	(85.8)	%
Balance Forward	\$ 53,720,481	\$ 51,904,214				
Revenues Over Expenses	<u>3,341,742</u>	<u>1,012,961</u>				
Ending Balance	<u>\$ 57,062,223</u>	<u>\$ 52,917,175</u>	\$	4,145,047	7.8	%

Johnson County Community College
Office of the President

December 18, 2025

2025-2026 Academic Calendar

Report:

The college's Academic Calendar Committee met on Friday, November 14th and is recommending the previously approved current AY 25-26 academic calendar Commencement date of Friday May 22nd, 2026, be amended to be Thursday, May 21st.

Staff on 9-month faculty will still have their last day on contract be Friday, May 22nd, 2026.

The amendments to the current Board of Trustees approved AY 25-26 calendar is recommended to allow administrative coordination, avoid conflict with the Memorial Day weekend, provide community participation, and state and federal notification.

Recommendation:

It is the recommendation of the college administration that the Board of Trustees approve the amendment to the 2025-26 academic calendar.

L. Michael McCloud
Executive Vice President/ Provost

Dr. Tony Miksa
President

Spring 2026

Mon, September 15, 2025	Spring schedule of classes becomes available on the web.
Mon, October 20, 2025 - Wed, October 22, 2025	Spring pre-enrollment Spring pre-enrollment begins at 8 a.m. for students who have applied for graduation or are required to enroll in a developmental education course. Career program students are also eligible to enroll currently (excludes Liberal Arts, Fine Arts, General Sciences, General Studies and non-degree seeking students).
Wed, October 22, 2025	Open enrollment begins on the web at 9 p.m. for spring classes!

Fri, October 24, 2025	Enrollment for spring CNA courses (AVHO 102) begins at 8 a.m.
Mon, December 01, 2025	New and readmitted students are encouraged to apply by this date to ensure enrollment by the start of the spring semester.
Wed, December 24, 2025 - Fri, January 02, 2026	Winter Break. College offices closed.
Mon, January 05, 2026	Staff on 10-month contract return.
Tue, January 13, 2026	Staff on 9-month contract return.
Tue, January 13, 2026	Payment deadline – 6 p.m. All students enrolling prior to this deadline must pay tuition and fees by 6 p.m. or risk being dropped from classes. Enrollment will be closed from 6 to 9 p.m. for drop for nonpayment processing. Payment is due on the date of enrollment for students adding classes after the payment deadline.
Tue, January 13, 2026	Web enrollment reopens at 9 p.m.
Tue, January 13, 2026 - Fri, January 16, 2026	Professional Learning Days for faculty. College offices open.
Fri, January 16, 2026	Credit enrollment for students eligible for the 60+ tuition rate begins at 8 a.m.
Mon, January 19, 2026	Martin Luther King, Jr. Day. College offices closed.
Tue, January 20, 2026	First day of spring semester.
Tue, January 20, 2026 - Wed, January 21, 2026	Late registration: after these dates, students must be enrolled in a course no later than the first day the course meets.
Tue, January 27, 2026	Last day to drop a full-semester course and receive a 100-percent refund.
Mon, February 16, 2026	Last day to drop a full-semester course without a withdrawal "W" on the student's permanent record. Deadline is 11 p.m. for drops completed on the web.
Mon, February 16, 2026	Application deadline to apply for spring graduation.
Mon, March 16, 2026 - Sun, March 22, 2026	Spring Break. Classes not in session. College offices open, Monday through Friday.
Wed, April 15, 2026	Last day to request a pass/fail grade option or to withdraw with a "W" from a spring full semester course.
Fri, May 01, 2026	Deadline for faculty to submit grade changes for "I" grades assigned in the fall semester.
Sun, May 10, 2026	Last day of spring semester classes.

Mon, May 11, 2026	Stop Day. No classes held. College offices open. Final exams for Monday evening classes only.
Tue, May 12, 2026 - Mon, May 18, 2026	Scheduled final exams.
Sat, May 16, 2026	Saturday classes end.
Sun, May 17, 2026	Sunday classes end.
Mon, May 18, 2026	Last day of spring semester.
Mon, May 18, 2026 - Fri, May 22, 2026	In-service days. College offices open.
Tue, May 19, 2026	Grades entered online by professors by 5 p.m.
Thu, May 21, 2026	Grades available to students by noon on the web.
Thurs, May 21, 2026	Commencement. Last day for staff on 9-month contract.
Mon, May 25, 2026	Memorial Day Holiday. College offices closed.
Fri, May 29, 2026	Last day for staff on 10-month contract.

Johnson County Community College
Office of The President

December 18, 2025

2027-2028 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 2027-28 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.

Recommendation:

It is the recommendation of the college administration that the Board of Trustees approve the 2027-28 academic calendar .

L. Michael McCloud
Executive Vice President/ Provost

Dr. Tony Miksa
President

Fall Semester 2027

August

9	Monday	Staff on 10-month contract return.
16	Monday	Staff on 9-month contract return.
16-20	Monday-Friday	Professional Learning Days for faculty. College offices open.
23	Monday	First day of fall semester.

September

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

15	Monday	Last day to request a pass/fail grade option or to withdraw with a "W" from a full semester fall full semester course.
24-28	Wednesday-Sunday	Thanksgiving Day Holiday. Classes not in session and college offices closed.
December		
5	Sunday	Last day of fall classes.
6	Monday	Stop Day. No classes held. College offices open. Final exams for evening classes only.
7-13	Tuesday-Monday	Scheduled final exams.
13	Monday	Last day of fall semester.
13-17	Monday-Friday	In-service days. College offices open.
14	Tuesday	Grades entered online by professors by 5:00 p.m.
17	Friday	Last day for staff on 9 and 10-month contract.
23-Jan. 3	Thursday-Monday	Winter Break. College offices closed

Winter Session 2027-28

December

13	Monday	First day of winter session credit classes
23-Jan. 3	Thursday-Monday	Winter Break. College offices closed

January

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

Spring Semester 2028

January

4	Tuesday	Staff on 10-month contract return.
11	Tuesday	Staff on 9-month contract return.
11-14	Tuesday-Friday	Professional Learning Days for faculty. College offices open.
17	Monday	Martin Luther King, Jr. Day. Classes not in session and college offices closed.
18	Tuesday	First day of spring semester.

March

13-19	Monday-Sunday	Spring Break. Classes not in session. College offices open, Monday through Friday.
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April

17	Monday	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

7	Sunday	Last day of spring semester classes.
8	Monday	Stop Day. No classes held. College offices open. Final exams for Monday evening classes only.

9-15	Tuesday-Monday	Scheduled final exams.
15	Monday	Last day of spring semester.
15-19	Monday-Friday	In-service days. College offices open.
16	Tuesday	Grades entered online by professors by 5 p.m.
26	Friday	Last day for staff on 10-month contract.
29	Monday	Memorial Day Holiday. College offices closed.

Summer Session 2028

June

5	Monday	First day of 8-week courses and first 4-week courses of summer session.
19	Monday	Juneteenth Holiday observed. Classes not in session and college offices closed.
29	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.

July

3	Monday	First day of the second 4-week courses of summer session.
4	Tuesday	Independence Day Holiday observed. Classes not in session and college offices closed.
17	Monday	Last day to request a pass/fail grade option or to withdraw with a "W" from a summer 8-week course.
27	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.*
31	Monday	Grades entered online by professors by 5 p.m.

* Due to the length of the final exam for some courses, students may be required to attend class on the Friday following the last day of the session to take their final exam.

Johnson County Community College
Office of the President

December 4, 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 December 18, 2025 Board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
11/07/2025	00727783 - 00727865	AP	709,832.21
11/07/2025	!0054492 - !0054569	ACH	778,144.44
11/07/2025	J0225422	P-Card ACH	112,566.77
11/12/2025	W0000302	WIRE	1,914,155.88
11/14/2025	00727866 - 00727950	AP	311,910.99
11/14/2025	!0054570 - !0054669	ACH	436,303.93
11/14/2025	J0225480	P-Card ACH	155,516.00
11/20/2025	W0000303	WIRE	6,627.44
11/20/2025	W0000304	WIRE	883.66
11/21/2025	00727951 - 00728045	AP	335,896.62
11/21/2025	!0054670 - !0054751	ACH	1,053,900.87
11/21/2025	J0225518	P-Card ACH	132,025.18
11/25/2025	00728046 - 00728123	AP	162,885.28
11/25/2025	!0054752 - !0054787	ACH	205,758.20
11/28/2025	J0225536	P-Card ACH	106,902.76
			<hr/>
			\$6,423,310.23
			<hr/>

Tuition Refunds and Financial Aid Disbursements

11/07/2025	10199952 - 10200077	67,831.05
11/14/2025	10200078 - 10200159	38,931.64
11/21/2025	10200160 - 10200176	10,149.76
11/25/2025	10200177 - 10200191	13,978.27
11/01-11/30/2025	Refund ACH	658,416.94

\$789,307.66

Total Cash Disbursements

\$7,212,617.89

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 \$7,212,617.89.

Megan Casey
Vice President/Chief Financial Officer

Rachel Lierz
Executive Vice President
Finance & Administrative Services

Tony Miksa
President

Johnson County Community College
Office of the President

December 18, 2025

Curriculum

Report

New Courses, Effective Academic Year 2026-2027

- COLL 110 Introduction to Personal Leadership
- FASH 210 Draping
- FASH 250 Apparel Product Development
- FASH 260 Advanced Patternmaking
- FASH 290 Fashion Portfolio Development
- LAW 155 Artificial Intelligence and the Law
- LAW 295 Advanced Legal Research

Course Modifications, Effective Academic Year 2026-2027

- BLAW 261 Business Law I
- FASH 122 Fashion Aesthetics
- FASH 133 Computer Aided Apparel Design
- FASH 231 Merchandising Planning and Control
- FASH 297 Capstone: Apparel Design and Technology
- LAW 132 Civil Litigation
- LAW 134 Introduction to Legal Technology
- LAW 142 Tort Law
- LAW 144 Contract Law
- LAW 148 Criminal Litigation
- LAW 152 Real Estate Law
- LAW 162 Family Law
- LAW 165 Forensic Science and the Law
- LAW 195 Legal Research
- LAW 226 Immigration Law
- LAW 245 Elder Law and Estate Planning
- LAW 247 Intellectual Property Law
- LAW 266 Employment Law
- LAW 292 Special Topics

Course Deactivations, Effective Academic Year 2026-2027

- FASH 127 Advanced Patternmaking
- FASH 180 Draping
- FASH 215 Field Study: MAGIC Trade Show
- FASH 270 Apparel Product Development
- FASH 277 Fashion Seminar: Career Options
- LAW 269 Bankruptcy Law

Program Modifications, Effective Academic Year 2026-2027

- 2950-AAS: Apparel Design and Technology
- 3120-AAS: Fashion Merchandising and Marketing
- 4680-CERT: Cloud Certificate
- 489A-CERT: Paralegal Certificate
- 7200-CERT: Visual Merchandising Certificate

General Education Designation, Effective Academic Year 2026-2027

- ART 124 Design 2D
 - Associate of Arts: Arts and Humanities, Cavalier Credits
 - Associate of Fine Arts: Arts and Humanities, Cavalier Credits
 - Associate of Science: Arts and Humanities, Cavalier Credits
 - Associate of Applied Science: Arts and Humanities, Cavalier Credits
 - Associate of General Studies: The Arts
- ART 127 Design 3D
 - Associate of Arts: Arts and Humanities, Cavalier Credits
 - Associate of Fine Arts: Arts and Humanities, Cavalier Credits
 - Associate of Science: Arts and Humanities, Cavalier Credits
 - Associate of Applied Science: Arts and Humanities, Cavalier Credits
 - Associate of General Studies: The Arts
- ART 130 Design Color
 - Associate of Arts: Arts and Humanities, Cavalier Credits
 - Associate of Fine Arts: Arts and Humanities, Cavalier Credits
 - Associate of Science: Arts and Humanities, Cavalier Credits
 - Associate of Applied Science: Arts and Humanities, Cavalier Credits
 - Associate of General Studies: The Arts
- LAW 155 Artificial Intelligence and the Law
 - Associate of Arts: Social and Behavioral Sciences, Cavalier Credits
 - Associate of Fine Arts: Social and Behavioral Sciences, Cavalier Credits
 - Associate of Science: Social and Behavioral Sciences, Cavalier Credits

- Associate of Applied Science: Social and Behavioral Sciences, Cavalier Credits
- Associate of General Studies: Culture and Ethics, Modes of Inquiry, Global Issues and Diversity

Recommendation:

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

Gurbhushan Singh
Vice President Academic Affairs/CAO

Dr. Tony Miksa
President

Johnson County Community College
Office of the President

December 18, 2025

Grants, Contracts and Awards

Report:

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

1. Improving Undergraduate STEM Education (IUSE): Innovation in Two-Year College STEM Education (ITYC)
Funding Agency: National Science Foundation
Purpose: To develop, pilot, and evaluate a model for a dual-credit elementary statistics non-algebraic math pathway.
Duration: July 1, 2026 – June 30, 2029
Grant Administrator: Whitney Turner
Amount Requested: \$373,844
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

Tony Miksa
President

Johnson County Community College
Office of the President

December 18, 2025

Human Resources

1. Retirements

Andrea Broomfield, Professor and Department Chair English, Academic Affairs, June 30, 2026.

Recommendation

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

2. Separations

Jeff Taylor, Multimedia Engineer & Event Specialist, Information Services, December 18, 2025.

Recommendation

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

3. Faculty Sabbatical Awards or Other Type of Awards

The Sabbatical Policy allows for the awarding of up to eighteen (18) sabbatical leaves per academic year to members of the bargaining unit. Eighteen (18) faculty members applied for leaves to be taken between July 1, 2026, and June 30, 2027. A Faculty Peer Committee evaluated each application and ten (10) faculty sabbatical leave proposals listed below are recommended for approval, contingent upon availability of suitable replacements for the individuals involved.

Mark Cowardin, Spring 2027 at Full Pay

I have two major exhibitions of my work that open during the Spring of 2027. One is a solo show at a prominent gallery in Chicago, and the other is a group show in Los Angeles. A sabbatical would provide me with the time to take full advantage of this

amazing opportunity. I also plan to develop a course for students in Gallery Management.

Megan Doyle, Spring 2027 at Full Pay

My sabbatical project is to complete the ADHD Certification Course through the PESI Foundation, enhancing my ability to address executive functioning and ADHD challenges in College Success courses. This training will also allow me to share best practices with colleagues, improving support for our growing neurodiverse student population.

Steven Giambrone, Fall 2026 at Full Pay

The Natural History of the Atchafalaya Basin, Louisiana. This project centers on the development of a domestic travel course to be offered as an iteration of Biol. 198. This project involves the establishment of a network of people and experiences necessary to create the student travel component of this course that would have applicability to students in organismal biology, environmental science, or aquatic ecology.

Kotoko Grass, Spring 2027 at Full Pay

A sabbatical would allow me to develop a specialized business and formal Japanese program that links classroom learning to real-world professional application. Currently, I'm networking with interpreters at Panasonic for student opportunities. Dedicated time would expand this effort, enabling visits to Japanese companies and research to integrate real-world translation tasks into our curriculum.

Kathryn Grube, Fall 2026 at Full Pay

To acquire two additional certifications promoting our evolving interior design curriculum, placing emphasis on sustainability and advanced kitchen + bath design. Both certifications WELL AP and National Kitchen + Bath Association's AKBD are nationally recognized, requiring extensive exam prep study. Successful exam completion allows comprehension of current industry expectations and opportunity of sharing learned knowledge in classes for student benefit and awareness of future specialization certification opportunities.

John Patrick Harty, Spring 2027 at Full Pay

I plan to use my sabbatical to explore renewable energy in developing economies around the world. I have developed contacts with an e-motorcycle company based in Kenya as well as a non-profit solar installer in Malawi and would ideally visit both during my sabbatical. This sabbatical experience, regardless of whether I travel to Africa, will benefit students upon my return with practical real-world examples of sustainability-a major concept in geography-and will also deepen my own understanding from a global perspective.

Misha Kligman, Fall 2026 at Full Pay

If granted, I plan to dedicate my sabbatical leave to my ongoing studio practice. I work (painting) in the studio at 1708 Campbell St, KC MO two to three (2-3) days per week during a regular semester, mostly on the weekends and evenings. The sabbatical leave will allow me to develop a new body of work more rapidly, as I will be able to paint every day in a more focused way, and potentially produce 12-20 large-scale paintings in during the months of my leave. Typically, it would take me twice as long (or even more) to accomplish this. In addition, I plan to dedicate time to traveling in order to research and connect with potential art venues for exhibiting this work. I've identified galleries in Chicago, Denver, and St. Louis that I would like to visit in person during my leave.

Holly Manning, Fall 2026 at Full Pay

For my sabbatical, I would like to complete training to become a state-approved mediator in the state of Kansas. Upon completion of training courses and practicum mediations, I will develop a workshop and/or online modules for faculty, staff, and administrators to provide practical and effective strategies for managing conflict. I will also develop a student version of the workshop for use in Interpersonal Communication Courses. The courses required for state approval include: twenty-four (24) classroom hours of Principles of Core Mediation, six (6) contact hours of Core Mediation Practicum, twenty-four (24) classroom hours of Civil Mediation training, and six (6) contact hours of Civil Mediation Practicum.

Emily Sewell, Spring 2027 at Full Pay

In the aftermath of a global pandemic, college students are reporting anxiety at alarming rates. Students often are unable to engage in the learning environment due to their inability to regulate uncomfortable emotions like anxiety. To address this need at JCCC, this project will develop a faculty resource handbook that provides evidence-based anxiety management strategies for instructors to apply across disciplines in both classroom settings and one-on-one interactions

Emily Ziegler, Fall 2026 at Full Pay

To comprehensively address the prevalence of college student mental health concerns, it's important that JCCC offer preventative well-being care for students, in addition to reactive mental health care, when offering personal counseling interventions for JCCC's student population. My sabbatical project is focused on promoting student well-being using targeted positive psychology interventions and education relevant in a variety of student contexts.

Recommendation

It is the recommendation of the college administration that the Board of Trustees approve the above-listed faculty leaves of absence.

Christina McGee
Vice-President, Human Resources

Tony Miksa
President

Johnson County Community College
Office of the President

December 18, 2025

Human Resources Addendum

1. Retirements

Laura Lipson, Housekeeping Custodian, Finance & Administrative Services, January 9, 2026.

Recommendation

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

2. Separations

Amy Wagoner, Assistant Director Bursar Operations, Finance & Administrative Services, December 31, 2025.

Recommendation

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

Christina McGee
Vice-President, Human Resources

Tony Miksa
President