

**Johnson County Community College**  
**Committee of the Whole**  
**August 2, 2021**  
**8:30 am**  
**Zoom Webinar**

- 8:30 Business Items:
- Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements – Mike Neal, Executive Vice President, Chief Operating Officer and Mickey McCloud, Executive Vice President, Academic Affairs/Chief Academic Officer
  - FY 2021-2022 Legal Budget Publications – Rachel Lierz, Associate Vice President, Financial Services/CFO
    - Recommendation
  - Facilities Naming Committee Update – Kate Allen, Vice President, College Advancement and Government Affairs
    - Recommendation
- 9:00 Discussion Item:
- Procurement Reporting and Approvals – Janelle Vogler, Associate Vice President, Business Services
- 9:30 Monitor Business Services: Single Source Purchase report: Review monthly purchasing report – Janelle Vogler, Associate Vice President, Business Services
- Recommendation: Cengage (Ed2Go)
  - Recommendation: ProTrain
  - Recommendation: JohnsonControls
- 9:45 Monitor Business Services: Bid/RFP Review – Janelle Vogler, Associate Vice President, Business Services
- Contract Renewals
  - Bid/RFP Summary Report
- 10:00 Information Updates:
- Review audit reports and discuss current activities (semi-annual college travel & reimbursed expense report) – Justin McDaid, Director, Audit & Advisory Services
  - JCCC Trustee Expense Reimbursement – Justin McDaid, Director, Audit & Advisory Services
  - Quarterly report – JCCC Ethics Report Line – Justin McDaid, Director, Audit & Advisory Services

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/CE</b>	<b>New/Renewal and Term</b>	<b>Financial Impact/Additional Information</b>
Activities for Learning, Inc.; Michelle Clark	Academic Affairs	Credit	New	Activities for Learning, Inc. will publish JCCC Professor Michelle Clark’s work created as the result of a sabbatical project, in which JCCC has a 50% joint ownership interest pursuant to the Faculty Association – JCCC Master Agreement. JCCC’s 50% share of the Gross Profit (less the publisher’s costs) will be paid directly to the JCCC Foundation for student scholarships.
Template for Facility Rental Request	All Facility Rentals	Event Management	Annual Approval	Approval to continue using the template form for “Facility Rental Requests” arrangement for third party facility rentals.
Template for CE Services Agreement	All CE Programs	CE	Annual Approval	Approval to continue using the template form “JCCC CE Service Agreement” for training services provided

				by CE to outside employers/ clients for FY22.
--	--	--	--	---

**RECOMMENDATION:**

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

---

L. Michael McCloud  
 Executive Vice President,  
 Chief Academic Officer

---

Michael D. Neal  
 Executive Vice President,  
 Chief Operating Officer

---

Andrew W. Bowne  
 President

Committee of the Whole  
August 2, 2021

Fiscal Year 2021-2022 Budget Publications

REPORT:

Pursuant to state statute KSA 79-2929, the college is required to publish the Notice of Budget Hearing for the annual budget in a newspaper at least 10 days prior to the budget hearing.

Pursuant to 2021 Kansas Senate Bill 13/House Bill 2104, the college is required to publish Notice of Intent to Exceed the Revenue Neutral Rate and the Revenue Neutral Rate Hearing on the college website and in a newspaper at least 10 days prior to the Revenue Neutral Rate hearing.

Pursuant to state statute KSA 79-2925b regarding majority vote of the governing body and budget publication requirements, the college is required to publish in a newspaper the governing body's vote to adopt the budget if the budget increases taxes beyond last year's taxes levied, as adjusted by the Consumer Price Index for All Urban Consumers ("Notice of Vote" requirements). The college's 2021-2022 budget is subject to the Notice of Vote provisions.

RECOMMENDATION:

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to authorize the publication of the Notice of Budget Hearing, the Notice of Intent to Exceed the Revenue Neutral Rate and Revenue Neutral Rate Hearing, and the Notice of Vote for the 2021-2022 budget.**

---

Rachel Lierz  
Associate Vice President, Financial Services  
Chief Financial Officer

---

Michael D. Neal  
Executive Vice President,  
Chief Operating Officer

---

Andrew W. Bowne  
President

## FACILITIES NAMING COMMITTEE

### May 20, 2021 Minutes and Subsequent Discussion Summary

The Facilities Naming Committee met at 3:30 p.m. on May 20, 2021 via the Zoom digital conferencing platform. Those present were Kate Allen, Marshaun Butler, Lee Cross, Dr. Karen LaMartina, Dr. Jim Leiker, Mike Neal, Suze Parker, Paul Snider, Janelle Vogler, and Shelby Winter.

The purpose of the meeting was to review a Nomination from the JCCC Foundation for Facilities Naming on behalf David and Mary Zamierowski, and if appropriate, to recommend to the Committee of the Whole the naming of the Nursing Simulation Center in the donors' honor. The committee discussed the nominee and approved the naming pending the background check results on both Zamierowskis.

In June, prior to the completion of the background check process, the donors requested to amend the nomination to include the naming of a second space. This amendment was reviewed by the committee in July upon satisfactory completion of the background checks. It was determined a second meeting was not required and that the revised nomination was unanimously approved via email response from committee members to Kate Allen on July 14, 2021.

The committee recommends to the Committee of the Whole the following names for two separate spaces on the first floor of the nursing department located in CLB:

- 1) The nursing simulation space be named **Zamierowski Family Center for Healthcare Simulation**; and
- 2) The newly remodeled virtual reality room be named the **Clinical Augmented Reality and Virtual Experiences Room**.

**RECOMMENDATION: The Facilities Naming Committee recommends that the Board of Trustees accept the recommendation to name two spaces on the first floor of CLB associated with our nursing department the Zamierowski Family Center for Healthcare Simulation and the Clinical Augmented Reality and Virtual Experiences Room.**



# Procurement Reporting & Approvals

Committee of the Whole  
August 2, 2021

# Background

- Procurement at JCCC is governed by JCCC Board Policies
- Policies relevant to this discussion are:
  - Purchasing Policy 215.01
  - Competitive Solicitation Requirements Policy 215.02
  - Purchasing Exceptions to Competitive Solicitation Policy 215.04
- Policies outline Board reporting and approval requirements
- Certain Board reporting is not required but current practice



# Contract Awards and Renewals

- Contract Awards \$50K - \$150K
  - Not required by policy, current practice only
  - Recommend discontinue reporting
  - Rely on the procurement process including administrative approval levels commensurate with dollar amount
- Contract Renewals \$50K
  - Not required by policy, current practice only
  - Recommendation discontinue reporting
  - Multi-year contracts will have been reported to and approved (\$150K+) by the board when awarded
- Contract Awards \$150K+
  - Approval required by policy 215.02
  - No change in approval requirements
  - For privacy and clarity, remove evaluation committee member names

# Single Source

- Single Source \$35K+
  - Continue reporting informationally as required by Policy 215.04
  - Policy amendment recommendations
    - Change threshold to \$50K
      - Consistent with other Procurement thresholds
    - Discontinue reporting cooperative contracts
      - Previously competitively bid by a lead government agency or purchasing cooperative
- Single Source \$150K+
  - Approvals implemented temporarily in 2020
  - Recommend discontinue, report as per above

Item	Requirement	Recommendation
Contract Awards \$50K-\$150K	Practice	<ul style="list-style-type: none"> <li>• Not required by policy, current practice only</li> <li>• Discontinue reporting</li> <li>• Rely on the procurement process including administrative approval levels commensurate with dollar amount</li> </ul>
Contract Renewals \$50K+	Practice	<ul style="list-style-type: none"> <li>• Not required by policy, current practice only</li> <li>• Discontinue reporting</li> <li>• Multi-year contracts will have been reported to and approved (\$150K+) when awarded</li> </ul>
Single Source \$35+	Policy 215.04	<ul style="list-style-type: none"> <li>• Continue reporting informationally as required by Policy 215.04</li> <li>• Amend Policy(will bring forward a policy change recommendation) <ul style="list-style-type: none"> <li>○ Change threshold to \$50K for consistency with other Procurement thresholds</li> <li>○ Discontinue reporting cooperative contracts – previously competitively bid</li> </ul> </li> </ul>
Single Source \$150K+	Practice	<ul style="list-style-type: none"> <li>• Approvals Implemented temporarily in 2020</li> <li>• Discontinue, report as per above</li> </ul>
Contract Awards \$150K+	Policy 215.02	<ul style="list-style-type: none"> <li>• No change in approval requirements</li> <li>• For privacy and clarity, remove evaluation committee member names</li> </ul>

## Recommendation Summary

*All dollar thresholds are based on total contract term (often, but not always, 1 year with 4 optional renewals).*

**SINGLE SOURCE PURCHASE REPORT  
AUGUST 2021 COMMITTEE OF THE WHOLE (AUGUST 2)**

Vendor Name	Description	Policy 215.04 Exception	Fund	Department	Amount
<b>3M Scott Fire &amp; Safety</b>	Scott Air Packs for the Fire Science Department. Scott Air Packs are the preferred SCBAs of the Fire Science Advisory Board members and the Johnson County Fire Departments. This allows Fire Science to train the students on the equipment they will utilize once they are employed.	2c. Items or services required to meet specific educational objectives.	0201, General Fund	1214, Fire Science	\$ 105,630.00
<b>Cengage (Ed2Go)</b>	For Continuing Education to provide web-based classes to students in FY22.		0601, Adult Supplementary Education Fund	Varies	\$ 200,000.00
<b>COMMITTEE OF THE WHOLE RECOMMENDATION</b>					
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for Cengage (Ed2Go), for Continuing Education to provide web-based classes, for \$200,000 for FY22.					
<b>ProTrain</b>	For Continuing Education to provide web-based classes to students in FY22.	2c. Items or services required to meet specific educational objectives.	0601, Adult Supplementary Education Fund	Varies	\$ 150,000.00
<b>COMMITTEE OF THE WHOLE RECOMMENDATION</b>					
It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for ProTrain, for Continuing Education to provide web-based classes, for \$150,000 for FY22.					
<b>CDW</b>	VMware annual subscription renewal for licensing for virtual servers and virtual desktops hosted in the JCCC data center. The virtual servers and desktops support applications for various offices, administrative computing, and academic computing. *Note - JCCC has utilized VMware since 2008.	2d. Items or services that ensure compatibility with existing equipment.	0201, General Fund	6403, Chief Information Officer	\$ 43,879.00
<b>Innovative Education Systems</b>	For 6 Festo Advanced PLC (Programmable Logic Controller) Training Systems with Rockwell automation software. Used for automation of electromechanical processes.		2565, HEERF-Higher Ed Emergency Relief Fund	1439, Continuing Ed - NARS	\$ 96,444.00

**SINGLE SOURCE PURCHASE REPORT  
AUGUST 2021 COMMITTEE OF THE WHOLE (AUGUST 2 )**

<b>EAB Global/ YouVisit</b>	Virtual tour of JCCC campus used for passive and active student recruiting. YouVisit is JCCC's current vendor. They are now part of EAB and are offering a 3-year engagement at a significantly reduced cost when compared to a year-by-year annual contract. Amount is for the full 3-years and JCCC's first year cost is \$26,932.	2d. Items or services that ensure compatibility with existing equipment.	0201, General Fund	6401, Enterprise Application Support	\$ 83,243.00
<b>Partnership, LLC</b>	3rd-Party shipping service the Bookstore utilizes for inbound and outbound freight.	8. Items that are acquired for resale.	1302, Auxiliary Enterprise Funds	9103, Bookstore	\$ 55,000.00
<b>Federal Express</b>	Express package/mail freight and shipping services for the Bookstore's outbound shipping of customer orders. <i>CO-OP: Omnia Partners #2020.002169</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	1302, Auxiliary Enterprise Funds	9103, Bookstore	\$ 120,000.00
<b>Johnson Controls</b>	Labor and materials to install new fire alarm systems in the following JCCC buildings: CLB, GP, GYM, NM, PA, RC, SCI, and Warehouse. <i>CO-OP: Sourcewell #031517-SGL</i>		7111, Capital Outlay Fund	7102, Director, Campus Services	\$ 1,117,168.16

**COMMITTEE OF THE WHOLE RECOMMENDATION**

**It is the recommendation of the Committee of the Whole that the Board of Trustees accept the recommendation of the college administration to approve the Single Source Justification for Johnson Controls, for labor and materials to install new fire alarm systems, for \$1,117,168.16.**

<b>Johnson Controls</b>	Fire alarm inspections for the following JCCC buildings: WLB, Warehouse, SC, SCI, RC, PA, OCB, NM, LIB, ITC, HSC, HCDC, GYM, GEB, CSB, COM, CLB, MTC, WCMT, OHEC, Culinary Arts, Galileo Pavillion, FADS, CTE. <i>CO-OP: Sourcewell #031517-SGL</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	0201, General Fund	7201, Maintenance	\$ 89,129.29
-------------------------	--	---	--------------------	-------------------	--------------

**SINGLE SOURCE PURCHASE REPORT  
AUGUST 2021 COMMITTEE OF THE WHOLE (AUGUST 2 )**

<b>Microsoft</b>	For various FY22 Microsoft computer hardware products, estimated at \$100,000. <i>CO-OP: NASPO (National Association of State Procurement Officials) #MNWNC-119</i>	12. The President or the President's designee shall have the option to purchase at the unit or contract prices stated in current cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interest.	0201, General Fund	Varies	\$ 100,000.00
<b>Scott Rice/ Steelcase</b>	Privacy wall system for MTC 313 as part of Phase 3 Facilities Master Plan. <i>CO-OP: E&amp;I Steelcase: #CNR01146 and Kansas Affinity Agreement</i>		7146, Phase 3 Facilities Master Plan	7759, Phase 3 Facilities Master Plan	\$ 54,785.00

**RENEWALS SUMMARY:**

***\$50,000+***

**AUGUST 2021 COMMITTEE OF THE WHOLE (AUGUST 2)**

<p align="center"><b>JCCC Contract Total Contract Period Fund Source / Renewal Option</b></p>	<p align="center"><b>Vendors Original Bid Amounts First Year / Multi-Year (if applicable)</b></p>	<p align="center"><b>Renewal Option Amount</b></p>	<p align="center"><b>Description of Services Original BoT Approval</b></p>
<p><b>Network Infrastructure Products &amp; Software Subscriptions (C20-061-00)</b></p> <p>Original Term: Base Year, 4 Renewal Option Years 06/19/2020 - 6/18/2025</p> <p>Fund Source: General Renewal Option: 1 of 4</p>	<ol style="list-style-type: none"> <li>1. Sirius: <b>\$174,775.00</b></li> <li>2. CDW: \$164,724.04</li> <li>3. CenturyLink: \$190,130.69</li> <li>4. ConvergeOne: \$183,060.72</li> <li>5. World Wide Technologies: \$181,045.78</li> <li>6. Technology Group Solutions: Non-Compliant (<i>not a Gold Certified Reseller</i>)</li> </ol> <p><i>Above totals reflect "market basket like-for-like" commodities used for determining cost analysis.</i></p>	<p><b>*\$1,065,878</b> <b>*\$5,329,392</b></p> <p><i>*Estimated amounts</i></p>	<p>Annual renewal for the College's Network Infrastructure contract. Due to the difficulty in determining exact quantities and items that may be required by the College during the term of this Agreement, the vendors were requested to provide a firm, fixed percentage discount off list price to purchase new infrastructure parts/equipment and software subscriptions on an ongoing, as needed, if needed basis as funding is available over the term of the awarded contract.</p> <p><i>BoT Approval: June 2020</i></p>
<p><b>16-105, Annual Contract for Housekeeping Services (JCCC-1387)</b></p> <p>Original Term: Base Year, 4 Renewal Option Years 10/1/2016 - 9/30/2021</p> <p>Fund Source: General Renewal Option: 5 of 4 (<i>see description of services</i>)</p>	<ol style="list-style-type: none"> <li>1. <b>ABM Onsite Services: \$720,318.12</b></li> <li>2. Executive Management Services, Inc.: \$835,752.41</li> <li>3. FBG Service Corporation: \$714,302.05</li> <li>4. Majestic Franchising: \$826,542.65</li> <li>5. Marcis &amp; Associates, Inc.: \$728,872.05</li> </ol>	<p><b>*\$762,000</b></p> <p><i>*Estimated amount</i></p>	<p>Annual extension renewal for the College's Housekeeping services.</p> <p><i>*Note: The current contract expires on September 30, 2021. With this timing and a new COO, time is needed to evaluate the last five years of this agreement. Thus delaying bidding and approval until April 2022.</i></p> <p><i>Original BoT Approval: September 2016</i></p>

**AWARD OF BIDS/RFPs SUMMARY:**

***\$50,000 - \$150,000***

**AUGUST 2021 COMMITTEE OF THE WHOLE (AUGUST 2)**

<b>Bid Title</b> <b>Total Contract Period</b> <b>Fund Source / Firms Notified</b>	<b>Vendors</b> <b>Original Bid Amounts</b> <b>First Year / Multi-Year Total (if applicable)</b>	<b>Current Year Amount</b> <b>Multi-Year Total or</b> <b>Single Purchase</b>	<b>Justification</b> <b>If other than Low Bid</b>
<b>21-050 Campus Masonry Repairs</b>  Project completion/No Renewals  Fund Source: 7111 Capital Outlay Firms Notified: 224	1. <b>Innovative Masonry Restoration: \$124,686.12</b> 2. S&W Waterproofing, Inc: \$214,318.00 3. MTS Contracting, Inc: \$365,860.00	<p align="center"> <b>\$137,154.73</b>  <i>Single Purchase</i>  <i>(includes 10% contingency - \$12,468.61)</i> </p>	Low bid for base bid with alternates #1, 2 & 3.





# Audit & Advisory Services – Biannual Travel & Expense Review

---

AUGUST 2, 2021

# Background

---

As a part of our efforts to guard against financial, reputational, and other risks to JCCC, Audit & Advisory Services conducts biannual reviews of travel and expense transactions.

Reputational risk remains relatively high for these types of expenditures – a comparatively small dollar amount for an inappropriate travel or expense reimbursement could result in significant negative media attention and/or public scrutiny.

# Audit Objectives

---

The primary objectives of these reviews are to ensure that:

- Travel expenses incurred by JCCC employees and submitted for reimbursement are reasonable.
- Documentation for travel and expense authorizations and reimbursements is complete and accurate.
- Proper internal controls are in place and functioning as intended.

Applicable criteria for this review included:

- JCCC Policy 216.01, *“Reimbursement of Travel Expenses”*
- Operating Procedures:
  - 215.09, *“Appropriate Expenditures of College Funds”*
  - 216.02, *“Same Day Travel Operating Procedure”*
  - 216.03, *“Overnight Travel Operating Procedure”*

# Audit Testing and Results

---

Our audit testing involved reviewing the supporting documentation for:

- 100% of travel and expense reimbursements for:
  - Cabinet level staff
  - Members of the JCCC Board of Trustees
- A random sample of other JCCC faculty and staff

Transactions were reviewed for the six-month period ending June 30, 2021 to ensure compliance with attributes as described in college policies and procedures.

**The reimbursements we tested were reasonable, complete, accurate, and substantially in compliance with JCCC policies & procedures.**



# JCCC Trustee Expense Reimbursement

---

ANNUAL REPORT  
FISCAL YEAR 2020 -2021

# Background

---

Trustee Use of College Resources and Reimbursement Guidelines approved by Board 3/13/14, updated by the Audit Committee 5/5/2016, 5/3/2018, and 8/8/2019.

## Scope of Guidelines

- Apply to reimbursement of expenses incurred by JCCC Trustees.

## General Guidelines (K.S.A. 71-201)

- Trustees shall not receive compensation for services provided.
- Trustees shall have access to College resources necessary to carry out College business.
- Trustees shall be reimbursed for qualifying expenses incurred in performance of their official guidance.

## Reporting:

- ***“A Trustee expense reimbursement report shall be presented annually to the Audit Committee.”***

# Abbreviations Defined

---

ACCT - Association of Community College Trustees

# Trustee Jerry Cook

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
July-2020	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
				Total	99.00

## Local Travel

- None

## Other Expense Reimbursement

- None



# Trustee Nancy Ingram

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
July-20	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
May-21	Virtual Event	ACCT Governing for Equity Seminar	199.00		199.00
June-21	San Diego, California	ACCT 2021 Leadership Congress	1,622.88		1,622.88
				TOTAL	1,920.88

## Local Travel

- Mileage - \$371.46

## Other Expense Reimbursement

- None

# Trustee Angeliina Lawson

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
August-20	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
				TOTAL	99.00

## Local Travel

- None

## Other Expense Reimbursement

- None

# Trustee Gerald Lee Cross, Jr.

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
July-20	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
June-21	San Diego, California	ACCT 2021 Leadership Congress	1,395.00		1,395.00
				TOTAL	1,494.00

## Local Travel

- None

## Other Expense Reimbursement

- None

# Trustee Greg Musil

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
July-2020	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
September-20	Virtual Event	ACCT 2020 Leadership Congress	1,249.00		1,249.00
				TOTAL	1,348.00

## Local Travel

- None

## Other Expense Reimbursement

- None

# Trustee Laura Smith-Everett

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
July-20	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
				TOTAL	99.00

## Local Travel

- None

## Other Expense Reimbursement

- None

# Trustee Paul Snider

---

## Overnight Travel/Technical Training

Date	Destination	Purpose	College Paid	Reimbursable	Total
July-20	Virtual Event	ACCT 2020 New Trustee Governance Leadership Institute	99.00		99.00
				TOTAL	99.00

## Local Travel

- None

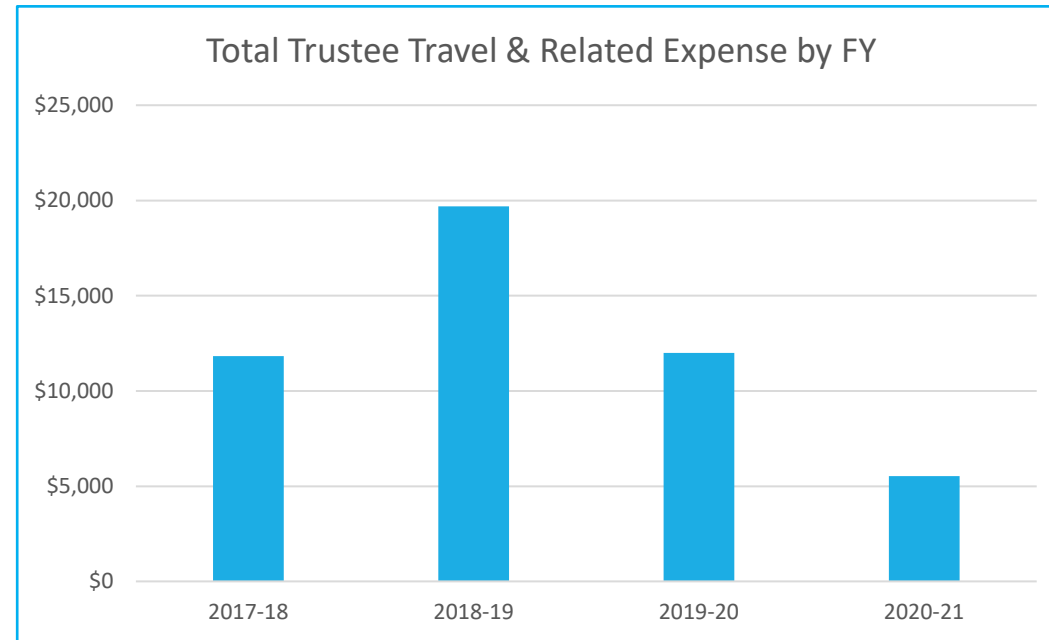
## Other Expense Reimbursement

- None

# Notes & Historical Data

- Total expenditure incurred for fiscal year 2020-2021 - \$5,530.00.
- Total expenditure for the four most recent fiscal years:

Fiscal Year	Total Overnight/ Local/Other Trustee Expenditure
2020-21	\$5,530
2019-20	\$11,994
2018-19	\$19,686
2017-18	\$11,837





# Audit & Advisory Services

---

*JCCC Ethics Report Line  
August 2, 2021*

Between May 19, 2021 and July 23, 2021, four reports were received via the JCCC Ethics Report Line.

Two of those reports were received anonymously.

The four reports received concerned the following issues:

Employee Misconduct	3
Other Human Resources Matters	1

As of July 23, 2021, all four reports have been reviewed, three reports have been addressed, and one report is in-process.

A summary of reports by calendar year and report category is included on the following page.



## JCCC Ethics Report Line - Annual Case Summary by Calendar Year

ISSUE	2013	2014	2015	2016	2017	2018	2019	2020	2021*
Accounting and Auditing Matters									
Data Privacy / Integrity							2		
Disclosure of Confidential Information			3						
Discrimination or Harassment	8	7	14	16	8	10	7	3	1
EEOC or ADA Matters				2					
Employee Complaint or Grievance	2	6	3	3	8	5	19	5	1
Employee Misconduct	6	7	12	8	6	3	5	4	3
Falsification of Contracts, Reports or Records				1					
Fraud				1			1		
General Complaints - Academic					1	1			
HIPAA			1						
Improper Giving & Receiving of Gifts		1							
Improper Supplier or Contractor Activity		1							
Malicious/Inapprop. Use of Tech.	1							1	
Misuse of Resources									
Other						1		1	
Other - Accounting & Financial			1			3			
Other - Data Security and Information Technology						2			
Other – Athletics Compliance			1				1		
Other - Health, Risk & Safety Matters				1			1		1
Other - Human Resources	5	4	1	8	4	1	1	5	1
Public Safety	1	1							
Sabotage or Vandalism									
Scholarship/Financial Aid Misconduct				1					
Sexual Harassment	3			2	3				
Sexual Misconduct			1	2				1	
Substance Abuse	1					1			
Theft / Embezzlement		1							
Unsafe Working Conditions								1	
Unusual	1			2			1		
Violence or Threat		1		2					
Waste, Abuse or Misuse of Institution Resources			2	1					
Whistleblower Retaliation		1	4						
<b>Total</b>	<b>28</b>	<b>30</b>	<b>43</b>	<b>50</b>	<b>30</b>	<b>27</b>	<b>38</b>	<b>21</b>	<b>7</b>

Note: Eight-year average # Ethics Report Line complaints filed = 33

\*2021 reports through 7/23/21

## MANAGEMENT BUDGET REALLOCATIONS

### REPORT:

The Board of Trustees Budgeting Policy 211.01 provides that the President or designee will semi-annually submit to the Board of Trustees a report identifying reallocations within the Management Budget.

The following report includes reallocations of the 2020-21 Management Budget during the period of January 1, 2021 to June 30, 2021. These reallocations between budget categories are transfers within the adopted budget and have a net impact of \$0.

**FY21 BUDGET REALLOCATIONS**  
**January 1, 2021 to June 30, 2021**

	<b>Date</b>	<b>Fund</b>	<b>Org</b>	<b>Org Description</b>	<b>Account</b>	<b>Account Name</b>	<b>Description</b>	<b>Total</b>
1	04-JAN-2021	0201	6324	Insurance and Risk Management	53050	Insurance, Property/Casualty/Other	Insurance Brokerage fee	23,000
		0201	6104	Exec VP / Chief Operating Officer	53690	Contingency	Insurance Brokerage fee	(23,000)
2	05-JAN-2021	0601	1412	Health & Human Services	53060	Contracted Services	Increased vendor online enrollments	3,500
		0601	1413	Personal Enrichment	53060	Contracted Services	Increased vendor online enrollments	(3,500)
3	06-JAN-2021	0601	1442	MTC Operations	54050	Furniture and Equipment	Additional Funds Lighting Upgrade	33,100
		0601	1441	MTC Sales and Marketing	53060	Contracted Services	Additional Funds Lighting Upgrade	(33,100)
4	07-JAN-2021	0201	6324	Insurance and Risk Management	53060	Contracted Services	Safe College Renewal	2,570
		0201	6356	Emergency Management	53060	Contracted Services	Safe College Renewal	(2,570)
5	07-JAN-2021	0201	4625	Asst. Dean Comp Sci/Info Tech	53640	Special Events	Oracle Exams	(2,000)
		0201	1207	Information Systems	53150	Non-Capital Supplies and Materials	Oracle Exams	2,450
		0201	4625	Asst. Dean Comp Sci/Info Tech	53110	Overnight Travel	Oracle Exams	(450)
6	08-JAN-2021	0201	6324	Insurance and Risk Management	53060	Contracted Services	Training expense and auto coverage	2,570
		0201	6326	Mission Continuity	53110	Overnight Travel	Training expense and auto coverage	(3,125)
		0201	6324	Insurance and Risk Management	53050	Insurance, Property/Casualty/Other	Training expense and auto coverage	555
7	14-JAN-2021	0201	1243	Practical Nursing	53060	Contracted Services	Purchasing ATI Program Manager	7,500
		0201	1268	Health Occupations	53060	Contracted Services	Purchasing ATI Program Manager	(7,500)
8	15-JAN-2021	0201	4311	Audio Visual Services	53150	Non-Capital Supplies and Materials	SCI 101K Monitor/Cart/ Sound bar	1,950
		0201	1220	Emergency Medical Science	53150	Non-Capital Supplies and Materials	SCI 101K Monitor/Cart/ Sound bar	(1,950)
9	17-JAN-2021	0601	1405	Professional Education	53060	Contracted Services	Increased online course bills-CARES	2,000
		0601	1407	Business Workshops/Seminars	53110	Overnight Travel	Increased online course bills-CARES	(2,000)
		0601	1405	Professional Education	53060	Contracted Services	Increased online course bills-CARES	36,000
		0601	1407	Business Workshops/Seminars	53150	Non-Capital Supplies and Materials	Increased online course bills-CARES	(36,000)
10	17-JAN-2021	0601	1407	Business Workshops/Seminars	53130	Same Day Travel	Increased online course bills-CARES	(1,000)
		0601	1407	Business Workshops/Seminars	53150	Non-Capital Supplies and Materials	Increased online course bills-CARES	(1,000)
		0601	1405	Professional Education	53060	Contracted Services	Increased online course bills-CARES	2,000
11	17-JAN-2021	0601	1409	Microcomputer Training	53640	Special Events	Increased online course bills-CARES	(15,000)
		0601	1412	Health & Human Services	53060	Contracted Services	Increased online course bills-CARES	22,000
		0601	1409	Microcomputer Training	53110	Overnight Travel	Increased online course bills-CARES	(7,000)
12	27-JAN-2021	0201	6356	Emergency Management	53060	Contracted Services	Return of funds re: training	2,570
		0201	6324	Insurance and Risk Management	53060	Contracted Services	Return of funds re: training	(2,570)
13	27-JAN-2021	0201	4610	Dean, Communications	53170	Technical Training	Technical Training online	1,000
		0201	4616	Professor/Dean, English	53170	Technical Training	Technical Training online	1,000
		0201	4616	Professor/Dean, English	53110	Overnight Travel	Technical Training online	(2,303)
		0201	1104	English	53170	Technical Training	Technical Training online	303
14	02-FEB-2021	0201	4801	Developing Programs	53060	Contracted Services	MGT Invoice	6,900
		0201	4601	VP Academic Affairs / CAO	53060	Contracted Services	MGT Invoice	(6,900)
15	03-FEB-2021	0601	1405	Professional Education	53060	Contracted Services	Increased programming -CARES	22,700
		0601	4612	VP Continuing Education	53640	Special Events	Increased programming -CARES	(4,200)
		0601	4612	VP Continuing Education	53150	Non-Capital Supplies and Materials	Increased programming -CARES	(5,000)
		0601	4612	VP Continuing Education	53110	Overnight Travel	Increased programming -CARES	(6,000)
		0601	4612	VP Continuing Education	53060	Contracted Services	Increased programming -CARES	(7,500)
16	03-FEB-2021	0601	4638	Continuing Education Operations	53150	Non-Capital Supplies and Materials	Online course fees due to COVID-19	(1,000)
		0601	4638	Continuing Education Operations	53110	Overnight Travel	Online course fees due to COVID-19	(6,000)
		0601	1405	Professional Education	53060	Contracted Services	Online course fees due to COVID-19	7,000
17	03-FEB-2021	0601	1465	Marketing	53110	Overnight Travel	Increased online course bills-CARES	(2,000)
		0601	1465	Marketing	53220	Advertising and Promotions	Increased online course bills-CARES	(3,000)
		0601	1409	Microcomputer Training	53060	Contracted Services	Increased online course bills-CARES	5,000
18	08-FEB-2021	0601	1413	Personal Enrichment	53060	Contracted Services	Increase online vendor enrollments	4,000
		0601	1405	Professional Education	53150	Non-Capital Supplies and Materials	Increase online vendor enrollments	(4,000)

	Date	Fund	Org	Org Description	Account	Account Name	Description	Total
19	09-FEB-2021	0201	5601	Athletic Training	53060	Contracted Services	Athletic Trainer Requisition	2,600
		0201	5207	Athletics Director	53060	Contracted Services	Athletic Trainer Requisition	(2,600)
20	09-FEB-2021	0201	1109	Music	53150	Non-Capital Supplies and Materials	Transfer between ORG oper. lines	6,600
		0201	5141	Model U.N.	53110	Overnight Travel	Transfer between ORG oper. lines	(6,600)
21	10-FEB-2021	0201	7761	Chick-Fil-A Renovation	54080	Building Improvements	Chick-Fil-A Renovation	150,000
		0201	7707	WLB Remodeling	54080	Building Improvements	Chick-Fil-A Renovation	(150,000)
22	15-FEB-2021	0601	1413	Personal Enrichment	53060	Contracted Services	Increase vendor online enrollments	4,000
		0601	1405	Professional Education	53150	Non-Capital Supplies and Materials	Increase vendor online enrollments	(4,000)
23	24-FEB-2021	0201	1278	Information Technology	53161	Computer Software & Licenses	Microsoft Tenants-IT Program-Part 2	10,642
		0201	1259	Web Applications	53150	Non-Capital Supplies and Materials	Microsoft Tenants-IT Program-Part 2	(1,200)
		0201	1231	Computer Support Specialist	53161	Computer Software & Licenses	Microsoft Tenants-IT Program-Part 2	(1,942)
		0201	1278	Information Technology	53170	Technical Training	Microsoft Tenants-IT Program-Part 2	(3,500)
		0201	1278	Information Technology	53150	Non-Capital Supplies and Materials	Microsoft Tenants-IT Program-Part 2	(4,000)
24	25-FEB-2021	0201	6108	General Counsel	53030	Legal Services	External Counsel Fees	50,000
		0201	6120	Strategic Plan Initiatives	53060	Contracted Services	External Counsel Fees	(50,000)
25	28-FEB-2021	0201	4102	Library	54050	Furniture and Equipment	GRANT COVERED MORE OF EQUIP	7,938
		0201	4649	College Grant Match	54050	Furniture and Equipment	GRANT COVERED MORE OF EQUIP	(7,938)
26	04-MAR-2021	0201	4311	Audio Visual Services	53150	Non-Capital Supplies and Materials	Transfer for Monitor	1,100
		0201	5105	Records	53150	Non-Capital Supplies and Materials	Transfer for Monitor	(1,100)
27	08-MAR-2021	0601	1413	Personal Enrichment	53060	Contracted Services	Increase in vendor course enrollment	2,000
		0601	1405	Professional Education	53150	Non-Capital Supplies and Materials	Increase in vendor course enrollment	(2,000)
28	16-MAR-2021	0201	1214	Fire Science	53150	Non-Capital Supplies and Materials	Needed supplies	75,000
		0201	1268	Health Occupations	53060	Contracted Services	Needed supplies	(75,000)
29	19-MAR-2021	0201	4637	Dean, Academic Support	53060	Contracted Services	Video Services non-capital/supplies	(1,000)
		0201	4637	Dean, Academic Support	53110	Overnight Travel	Video Services non-capital/supplies	(12,000)
		0201	4312	Video Services	53150	Non-Capital Supplies and Materials	Video Services non-capital/supplies	13,000
30	19-MAR-2021	0201	4312	Video Services	54050	Furniture and Equipment	Board camera and culinary switcher	4,000
		0201	4637	Dean, Academic Support	53060	Contracted Services	Board camera and culinary switcher	(4,000)
31	25-MAR-2021	0201	4408	Inst Information Technology Plans	53150	Non-Capital Supplies and Materials	Computer Cart	1,400
		0201	1243	Practical Nursing	53150	Non-Capital Supplies and Materials	Computer Cart	(1,400)
32	04-APR-2021	0601	1440	Supply Chain and Logistics	53150	Non-Capital Supplies and Materials	CARES Act classes & contract costs	20,000
		0601	1414	Developing Programs	53150	Non-Capital Supplies and Materials	CARES Act classes & contract costs	(20,000)
		0601	1440	Supply Chain and Logistics	53060	Contracted Services	CARES Act classes & contract costs	35,000
		0601	1414	Developing Programs	53060	Contracted Services	CARES Act classes & contract costs	(35,000)
33	05-APR-2021	0201	4408	Inst Information Technology Plans	53150	Non-Capital Supplies and Materials	iPads for Skill lab	2,396
		0201	1243	Practical Nursing	53150	Non-Capital Supplies and Materials	iPads for Skill lab	(2,396)
34	08-APR-2021	0601	1413	Personal Enrichment	53060	Contracted Services	Increase in vendor online enrollment	1,900
		0601	1405	Professional Education	53150	Non-Capital Supplies and Materials	Increase in vendor online enrollment	(1,900)
35	09-APR-2021	0201	4321	Strategic Communication & Marketing	53210	Printing, Binding & Publications	Advertising costs	(23,000)
		0201	4321	Strategic Communication & Marketing	53060	Contracted Services	Advertising costs	(39,000)
		0201	4301	Strategic Marketing Operations	53210	Printing, Binding & Publications	Advertising costs	(4,000)
		0201	4321	Strategic Communication & Marketing	53220	Advertising and Promotions	Advertising costs	66,000
36	09-APR-2021	0201	1117	Health & Wellness	53050	Insurance, Property/Casualty/Other	Weight room flooring	5,000
		0201	1268	Health Occupations	53060	Contracted Services	Weight room flooring	(5,000)
37	12-APR-2021	0201	7201	Maintenance	53060	Contracted Services	Grounds contracted services	(1,598)
		0201	7501	Grounds	53060	Contracted Services	Grounds contracted services	1,598
38	13-APR-2021	0201	7201	Maintenance	53150	Non-Capital Supplies and Materials	Maintenance supplies	50,000
		0201	7301	Housekeeping Services	53150	Non-Capital Supplies and Materials	Maintenance supplies	(50,000)
39	14-APR-2021	0201	4311	Audio Visual Services	53150	Non-Capital Supplies and Materials	Front Desk Purchase	8,433
		0201	5401	Student Financial Aid	53060	Contracted Services	Front Desk Purchase	(8,433)

	Date	Fund	Org	Org Description	Account	Account Name	Description	Total
40	14-APR-2021	0601	1405	Professional Education	53060	Contracted Services	Increase - Living as a Leader cost	47,500
		0601	1414	Developing Programs	53060	Contracted Services	Increase - Living as a Leader cost	(47,500)
41	15-APR-2021	0201	4312	Video Services	54050	Furniture and Equipment	Switcher panel	14,000
		0201	5116	International Education	53110	Overnight Travel	Switcher panel	(14,000)
42	16-APR-2021	0201	6101	Board of Trustees Office	53230	Memberships	Early payment on funds	30,000
		0201	6102	Presidents Office	53690	Contingency	Early payment on funds	(30,000)
43	19-APR-2021	0201	1133	Environmental Science	53640	Special Events	Lab supplies	(1,500)
		0201	1263	Sustainable Agriculture	53150	Non-Capital Supplies and Materials	Lab supplies	(1,800)
		0201	1133	Environmental Science	53150	Non-Capital Supplies and Materials	Lab supplies	3,300
44	19-APR-2021	0201	4631	Dean Science	53130	Same Day Travel	ALEKS pilot program	(300)
		0201	1111	Mathematics	53110	Overnight Travel	ALEKS pilot program	(3,500)
		0201	4631	Dean Science	53110	Overnight Travel	ALEKS pilot program	(3,500)
		0201	1111	Mathematics	53130	Same Day Travel	ALEKS pilot program	(750)
		0201	1111	Mathematics	53110	Overnight Travel	ALEKS pilot program	8,050
45	19-APR-2021	0201	6108	General Counsel	53030	Legal Services	Cover legal costs	30,000
		0201	6120	Strategic Plan Initiatives	53060	Contracted Services	Cover legal costs	(30,000)
46	20-APR-2021	0201	6401	Enterprise Application Support	53060	Contracted Services	Ellucian Consultants/Training	5,000
		0201	5105	Records	53110	Overnight Travel	Ellucian Consultants/Training	(5,000)
47	20-APR-2021	0201	6401	Enterprise Application Support	53060	Contracted Services	Ellucian Consultants/Training	5,000
		0201	5102	Student Services & Success	53060	Contracted Services	Ellucian Consultants/Training	(5,000)
48	20-APR-2021	0201	6401	Enterprise Application Support	53060	Contracted Services	Ellucian Consultants/Training	5,000
		0201	5104	Admissions	53190	Recruiting Travel	Ellucian Consultants/Training	(5,000)
49	20-APR-2021	0201	1218	Dental Hygiene	53150	Non-Capital Supplies and Materials	Equipment Failure	12,360
		0201	1219	Nursing	53150	Non-Capital Supplies and Materials	Equipment Failure	(5,000)
		0201	1268	Health Occupations	53060	Contracted Services	Equipment Failure	(7,360)
50	23-APR-2021	0201	4321	Strategic Communication & Marketing	53220	Advertising and Promotions	Ad Expenses	28,457
		0201	4301	Strategic Marketing Operations	53060	Contracted Services	Ad Expenses	(28,457)
51	23-APR-2021	0201	7201	Maintenance	54050	Furniture and Equipment	Equipment and materials	5,000
		0201	6341	Transportation	54050	Furniture and Equipment	Equipment and materials	(5,000)
52	27-APR-2021	0201	6401	Enterprise Application Support	53060	Contracted Services	Ellucian Consultants/Training	3,810
		0201	5102	Student Services & Success	53060	Contracted Services	Ellucian Consultants/Training	(3,810)
53	29-APR-2021	0201	4625	Asst. Dean Comp Sci/Info Tech	53110	Overnight Travel	MS software Tenant for IT program	(3,500)
		0201	1278	Information Technology	53161	Computer Software & Licenses	MS software Tenant for IT program	4,897
		0201	1278	Information Technology	53150	Non-Capital Supplies and Materials	MS software Tenant for IT program	(600)
		0201	4625	Asst. Dean Comp Sci/Info Tech	53150	Non-Capital Supplies and Materials	MS software Tenant for IT program	(797)
54	29-APR-2021	0201	1516	Anatomy Open Lab	53150	Non-Capital Supplies and Materials	Anatomical models for open lab	11,000
		0201	1127	Human Sciences	53150	Non-Capital Supplies and Materials	Anatomical models for open lab	(11,000)
55	29-APR-2021	0201	1132	Physics	53150	Non-Capital Supplies and Materials	Smart cart sensors for physics lab	1,410
		0201	1118	Astronomy	53150	Non-Capital Supplies and Materials	Smart cart sensors for physics lab	(1,410)
56	30-APR-2021	0201	6403	Chief Information Officer	53161	Computer Software & Licenses	IT Program Microsoft Tenants	15,539
		0201	1278	Information Technology	53161	Computer Software & Licenses	IT Program Microsoft Tenants	(15,539)
57	04-MAY-2021	0601	1412	Health & Human Services	53060	Contracted Services	Increase in vendor online enrollment	6,000
		0601	1405	Professional Education	53060	Contracted Services	Increase in vendor online enrollment	(6,000)
58	06-MAY-2021	0201	4311	Audio Visual Services	53150	Non-Capital Supplies and Materials	TD Renewal	(10,000)
		0201	4401	Academic Technology Services	53060	Contracted Services	TD Renewal	(16,525)
		0201	6403	Chief Information Officer	53161	Computer Software & Licenses	TD Renewal	33,050
		0201	6405	Dir., Client Support Services	53150	Non-Capital Supplies and Materials	TD Renewal	(6,525)
59	07-MAY-2021	0201	1202	Accounting	53150	Non-Capital Supplies and Materials	ProctorU and other supply purchases	1,500
		0201	4604	Dean of Business	53150	Non-Capital Supplies and Materials	ProctorU and other supply purchases	(1,500)

Date	Fund	Org	Org Description	Account	Account Name	Description	Total
60	07-MAY-2021	0601	1412 Health & Human Services	53060	Contracted Services	Increase in vendor online enrollment	2,000
		0601	1412 Health & Human Services	53640	Special Events	Increase in vendor online enrollment	(450)
		0601	1412 Health & Human Services	53130	Same Day Travel	Increase in vendor online enrollment	(700)
		0601	1406 Youth Programs	53060	Contracted Services	Increase in vendor online enrollment	(850)
61	07-MAY-2021	0601	1413 Personal Enrichment	53060	Contracted Services	Increase in vendor online enrollment	1,700
		0601	1406 Youth Programs	53060	Contracted Services	Increase in vendor online enrollment	(850)
		0601	1406 Youth Programs	53150	Non-Capital Supplies and Materials	Increase in vendor online enrollment	(850)
62	13-MAY-2021	0201	1210 Automotive Technology	53150	Non-Capital Supplies and Materials	To cover lift inspections	(1,000)
		0201	1212 Electronics Technology	53060	Contracted Services	To cover lift inspections	1,261
		0201	1210 Automotive Technology	53230	Memberships	To cover lift inspections	(206)
		0201	1210 Automotive Technology	54050	Furniture and Equipment	To cover lift inspections	(55)
63	17-MAY-2021	0601	1406 Youth Programs	53060	Contracted Services	Increase in vendor online enrollment	(1,000)
		0601	1406 Youth Programs	53150	Non-Capital Supplies and Materials	Increase in vendor online enrollment	(1,000)
		0601	1412 Health & Human Services	53060	Contracted Services	Increase in vendor online enrollment	2,000
64	19-MAY-2021	0201	6401 Enterprise Application Support	53060	Contracted Services	PaperSave Renewal	8,595
		0201	6531 Institutional Advancement	53060	Contracted Services	PaperSave Renewal	(8,595)
65	19-MAY-2021	0201	1115 Sciences	53640	Special Events	Anatomical models	(1,140)
		0201	1115 Sciences	53150	Non-Capital Supplies and Materials	Anatomical models	19,840
		0201	1115 Sciences	53620	Repairs and Maintenance	Anatomical models	(800)
		0201	1115 Sciences	53110	Overnight Travel	Anatomical models	(8,900)
		0201	4631 Dean Science	53060	Contracted Services	Anatomical models	(9,000)
66	21-MAY-2021	0201	6407 Project Management Office	53150	Non-Capital Supplies and Materials	Card Reader Project	10,475
		0201	4401 Academic Technology Services	53060	Contracted Services	Card Reader Project	(10,475)
67	21-MAY-2021	0201	4311 Audio Visual Services	53640	Special Events	AC Card Reader Project	(125)
		0201	4311 Audio Visual Services	53060	Contracted Services	AC Card Reader Project	(138)
		0201	4311 Audio Visual Services	53620	Repairs and Maintenance	AC Card Reader Project	(2,000)
		0201	4311 Audio Visual Services	53230	Memberships	AC Card Reader Project	(201)
		0201	6407 Project Management Office	53150	Non-Capital Supplies and Materials	AC Card Reader Project	2,464
68	21-MAY-2021	0201	6407 Project Management Office	53150	Non-Capital Supplies and Materials	AC Card Reader Project	3,826
		0201	4311 Audio Visual Services	54050	Furniture and Equipment	AC Card Reader Project	(3,826)
69	21-MAY-2021	0201	6405 Dir., Client Support Services	53150	Non-Capital Supplies and Materials	AC Card Reader Project	(1,000)
		0201	6405 Dir., Client Support Services	53130	Same Day Travel	AC Card Reader Project	(25)
		0201	6405 Dir., Client Support Services	53640	Special Events	AC Card Reader Project	(300)
		0201	6405 Dir., Client Support Services	53620	Repairs and Maintenance	AC Card Reader Project	(5,300)
		0201	6407 Project Management Office	53150	Non-Capital Supplies and Materials	AC Card Reader Project	6,625
70	21-MAY-2021	0201	6325 Security Access Control Systems	53161	Computer Software & Licenses	AC Card Reader Project	(1,410)
		0201	6325 Security Access Control Systems	53060	Contracted Services	AC Card Reader Project	(15,000)
		0201	6407 Project Management Office	53150	Non-Capital Supplies and Materials	AC Card Reader Project	16,660
		0201	6325 Security Access Control Systems	53130	Same Day Travel	AC Card Reader Project	(250)
71	21-MAY-2021	0201	6407 Project Management Office	53150	Non-Capital Supplies and Materials	AC Card Reader Project	5,000
		0201	6406 Information Technology Security	53060	Contracted Services	AC Card Reader Project	(5,000)
72	24-MAY-2021	0201	7501 Grounds	53060	Contracted Services	Grounds contracted services	1,019
		0201	6341 Transportation	53620	Repairs and Maintenance	Grounds contracted services	(1,019)
73	24-MAY-2021	0201	1268 Health Occupations	53150	Non-Capital Supplies and Materials	CMH contract	(2,392)
		0201	1268 Health Occupations	53060	Contracted Services	CMH contract	(7,588)
		0201	1241 Respiratory Care	53060	Contracted Services	CMH contract	9,980
74	24-MAY-2021	0201	1268 Health Occupations	53130	Same Day Travel	Fire Science supplies	(112)
		0201	1268 Health Occupations	53150	Non-Capital Supplies and Materials	Fire Science supplies	(3,800)
		0201	1214 Fire Science	53150	Non-Capital Supplies and Materials	Fire Science supplies	4,412
		0201	1268 Health Occupations	53110	Overnight Travel	Fire Science supplies	(500)
75	24-MAY-2021	0201	4636 Dir Prac Nursg & Health Occupation	53110	Overnight Travel	Fire Science supplies	(2,500)
		0201	1214 Fire Science	53150	Non-Capital Supplies and Materials	Fire Science supplies	3,270
		0201	4636 Dir Prac Nursg & Health Occupation	53060	Contracted Services	Fire Science supplies	(350)
		0201	4636 Dir Prac Nursg & Health Occupation	53130	Same Day Travel	Fire Science supplies	(420)

Date	Fund	Org	Org Description	Account	Account Name	Description	Total
76	24-MAY-2021	0201 4606	Dean Health Care, Pub Safe&Wellness	53110	Overnight Travel	Fire Science Supplies	(1,705)
		0201 4606	Dean Health Care, Pub Safe&Wellness	53130	Same Day Travel	Fire Science Supplies	(250)
		0201 1214	Fire Science	53150	Non-Capital Supplies and Materials	Fire Science Supplies	2,734
		0201 4606	Dean Health Care, Pub Safe&Wellness	53640	Special Events	Fire Science Supplies	(300)
		0201 4606	Dean Health Care, Pub Safe&Wellness	53150	Non-Capital Supplies and Materials	Fire Science Supplies	(479)
77	25-MAY-2021	0201 6407	Project Management Office	53150	Non-Capital Supplies and Materials	AC Card Reader Project	10,200
		0201 6401	Enterprise Application Support	53060	Contracted Services	AC Card Reader Project	(10,200)
78	25-MAY-2021	0201 4314	Educational Tech/Distance Learning	53150	Non-Capital Supplies and Materials	Replacement FormLabs Resin Printer	2,500
		0201 5116	International Education	53110	Overnight Travel	Replacement FormLabs Resin Printer	(2,500)
79	25-MAY-2021	0201 1201	Fashion Merchandising & Design	53150	Non-Capital Supplies and Materials	Purchasing 1 sewing machine	2,000
		0201 4604	Dean of Business	53150	Non-Capital Supplies and Materials	Purchasing 1 sewing machine	(2,000)
80	25-MAY-2021	0201 6104	Exec VP / Chief Operating Officer	53690	Contingency	Door Card Reader Replacement	(72,000)
		0201 6407	Project Management Office	53150	Non-Capital Supplies and Materials	Door Card Reader Replacement	80,500
		0201 6332	Repair & Replacement Contingency	54050	Furniture and Equipment	Door Card Reader Replacement	(8,500)
81	26-MAY-2021	0201 1214	Fire Science	54050	Furniture and Equipment	Air fill station	24,105
		0201 1220	Emergency Medical Science	54050	Furniture and Equipment	Air fill station	(24,105)
82	02-JUN-2021	0201 7201	Maintenance	53060	Contracted Services	Maintenance contracted services	30,000
		0201 7301	Housekeeping Services	53060	Contracted Services	Maintenance contracted services	(30,000)
83	03-JUN-2021	0201 1214	Fire Science	53150	Non-Capital Supplies and Materials	Fire Science Supplies	20,000
		0201 1219	Nursing	53150	Non-Capital Supplies and Materials	Fire Science Supplies	(20,000)
84	03-JUN-2021	0201 4645	OHEC Building Manager	53150	Non-Capital Supplies and Materials	Fire Science Supplies	(225)
		0201 4645	OHEC Building Manager	53640	Special Events	Fire Science Supplies	(250)
		0201 1214	Fire Science	53150	Non-Capital Supplies and Materials	Fire Science Supplies	475
85	03-JUN-2021	0201 1219	Nursing	53130	Same Day Travel	Fire Science Supplies	(1,000)
		0201 1219	Nursing	53110	Overnight Travel	Fire Science Supplies	(3,000)
		0201 1214	Fire Science	53150	Non-Capital Supplies and Materials	Fire Science Supplies	4,000
86	04-JUN-2021	0201 1214	Fire Science	53150	Non-Capital Supplies and Materials	Fire Science Supplies	12,000
		0201 1505	ASL English Interpreter Prep	53640	Special Events	Fire Science Supplies	(2,000)
		0201 4610	Dean, Communications	53110	Overnight Travel	Fire Science Supplies	(4,000)
		0201 4616	Professor/Dean, English	53150	Non-Capital Supplies and Materials	Fire Science Supplies	(6,000)
87	04-JUN-2021	0201 1214	Fire Science	53150	Non-Capital Supplies and Materials	Fire Science Supplies	8,000
		0201 1104	English	53640	Special Events	Fire Science Supplies	(8,000)
88	07-JUN-2021	0601 1413	Personal Enrichment	53060	Contracted Services	Increase in vendor online enrollment	3,000
		0601 1405	Professional Education	53060	Contracted Services	Increase in vendor online enrollment	400
		0601 1405	Professional Education	53150	Non-Capital Supplies and Materials	Increase in vendor online enrollment	(4,000)
		0601 1412	Health & Human Services	53060	Contracted Services	Increase in vendor online enrollment	600
89	08-JUN-2021	0601 1405	Professional Education	53060	Contracted Services	Online learning charges	11,000
		0601 1407	Business Workshops/Seminars	53150	Non-Capital Supplies and Materials	Online learning charges	(11,000)
		0601 1405	Professional Education	53060	Contracted Services	Online learning charges	8,300
		0601 1407	Business Workshops/Seminars	53060	Contracted Services	Online learning charges	(8,300)
90	08-JUN-2021	0601 1405	Professional Education	53060	Contracted Services	Cost for online class fees	2,700
		0601 4613	Dean, Continuing Education	53230	Memberships	Cost for online class fees	(2,700)
		0601 1405	Professional Education	53060	Contracted Services	Cost for online class fees	3,000
		0601 1465	Marketing	53640	Special Events	Cost for online class fees	(3,000)
91	09-JUN-2021	0201 7201	Maintenance	53150	Non-Capital Supplies and Materials	Transfer of funds for maintenance	30,000
		0201 7301	Housekeeping Services	53060	Contracted Services	Transfer of funds for maintenance	(30,000)
92	10-JUN-2021	0201 4311	Audio Visual Services	53620	Repairs and Maintenance	Github renewal	(1,257)
		0201 6401	Enterprise Application Support	53161	Computer Software & Licenses	Github renewal	(1,967)
		0201 6401	Enterprise Application Support	53150	Non-Capital Supplies and Materials	Github renewal	(250)
		0201 6401	Enterprise Application Support	53130	Same Day Travel	Github renewal	(276)
		0201 6401	Enterprise Application Support	53060	Contracted Services	Github renewal	3,750
93	10-JUN-2021	0601 1413	Personal Enrichment	53060	Contracted Services	Increase enrollment vendor online	10,000
		0601 1405	Professional Education	53060	Contracted Services	Increase enrollment vendor online	(13,000)
		0601 1412	Health & Human Services	53060	Contracted Services	Increase enrollment vendor online	3,000



Date	Fund	Org	Org Description	Account	Account Name	Description	Total
94	11-JUN-2021	0601	1439 CE - NARS	53060	Contracted Services	Unexpected increase in classes	10,000
			1440 Supply Chain and Logistics	53060	Contracted Services	Unexpected increase in classes	(10,000)
			1439 CE - NARS	53110	Overnight Travel	Unexpected increase in classes	5,000
			1440 Supply Chain and Logistics	53150	Non-Capital Supplies and Materials	Unexpected increase in classes	(5,000)
95	14-JUN-2021	0201	5201 Student Activities	53060	Contracted Services	KCATA contract	2,500
			6109 College Operations & Continuing Edu	53690	Contingency	KCATA contract	(2,500)
96	14-JUN-2021	0201	4605 Dean, Arts, Humanities&Soc Sciences	53150	Non-Capital Supplies and Materials	FLR supplies	1,500
			1223 Interior Merchandising & Design	53150	Non-Capital Supplies and Materials	FLR supplies	(1,500)
97	15-JUN-2021	0201	6401 Enterprise Application Support	53060	Contracted Services	Funding for Fonts.com & NCOA	1,300
			6403 Chief Information Officer	53150	Non-Capital Supplies and Materials	Funding for Fonts.com & NCOA	(1,300)
98	15-JUN-2021	0201	1123 Sociology	53640	Special Events	New faculty office moves	(1,250)
			1119 History	53640	Special Events	New faculty office moves	(1,500)
			1121 Anthropology	53640	Special Events	New faculty office moves	(2,250)
			1120 Political Science	53640	Special Events	New faculty office moves	(2,700)
			4605 Dean, Arts, Humanities&Soc Sciences	53150	Non-Capital Supplies and Materials	New faculty office moves	7,700
99	15-JUN-2021	0201	7102 Dir., Campus Services	53620	Repairs and Maintenance	Maintenance repair projects	23,000
			6341 Transportation	53350	Gasoline	Maintenance repair projects	(23,000)
100	15-JUN-2021	0201	7201 Maintenance	53150	Non-Capital Supplies and Materials	Maintenance supplies	13,000
			6341 Transportation	54050	Furniture and Equipment	Maintenance supplies	(13,000)
101	16-JUN-2021	0601	1409 Microcomputer Training	53640	Special Events	Coverage for unanticipated sales	(1,000)
			4613 Dean, Continuing Education	53230	Memberships	Coverage for unanticipated sales	(1,000)
			4613 Dean, Continuing Education	53110	Overnight Travel	Coverage for unanticipated sales	(2,500)
			4613 Dean, Continuing Education	53130	Same Day Travel	Coverage for unanticipated sales	(500)
			1439 CE - NARS	53060	Contracted Services	Coverage for unanticipated sales	5,000
102	16-JUN-2021	0601	1439 CE - NARS	53060	Contracted Services	Coverage for unanticipated sales	10,000
			4612 VP Continuing Education	53230	Memberships	Coverage for unanticipated sales	(3,000)
			1465 Marketing	53220	Advertising and Promotions	Coverage for unanticipated sales	(7,000)
103	16-JUN-2021	0201	1277 Railroad Industrial Technology	53130	Same Day Travel	NARS Welding supplies	(1,250)
			1277 Railroad Industrial Technology	53150	Non-Capital Supplies and Materials	NARS Welding supplies	2,700
			1277 Railroad Industrial Technology	53060	Contracted Services	NARS Welding supplies	(450)
			1283 Railroad Mechanical Operations	53060	Contracted Services	NARS Welding supplies	(70)
			1277 Railroad Industrial Technology	53230	Memberships	NARS Welding supplies	(930)
104	16-JUN-2021	0201	1283 Railroad Mechanical Operations	53150	Non-Capital Supplies and Materials	NARS Welding supplies	(1,120)
			1286 NARS	53130	Same Day Travel	NARS Welding supplies	(1,275)
			1286 NARS	53640	Special Events	NARS Welding supplies	(1,500)
			1286 NARS	53220	Advertising and Promotions	NARS Welding supplies	(1,625)
			1277 Railroad Industrial Technology	53150	Non-Capital Supplies and Materials	NARS Welding supplies	5,520
105	16-JUN-2021	0201	4614 Director RR Operations	53150	Non-Capital Supplies and Materials	NARS Welding supplies	(2,176)
			4614 Director RR Operations	53130	Same Day Travel	NARS Welding supplies	(250)
			4614 Director RR Operations	53110	Overnight Travel	NARS Welding supplies	(3,000)
			1277 Railroad Industrial Technology	53150	Non-Capital Supplies and Materials	NARS Welding supplies	5,426
106	21-JUN-2021	0601	1412 Health & Human Services	53060	Contracted Services	Increase enrollment vendor online	1,250
			1406 Youth Programs	53060	Contracted Services	Increase enrollment vendor online	(1,250)
107	24-JUN-2021	0601	1465 Marketing	53220	Advertising and Promotions	Unanticipated online course fees	(10,000)
			1409 Microcomputer Training	53060	Contracted Services	Unanticipated online course fees	5,000
			1409 Microcomputer Training	53150	Non-Capital Supplies and Materials	Unanticipated online course fees	5,000
108	24-JUN-2021	0201	1274 Horticulture	53640	Special Events	Culligan, physical science equipment	(2,500)
			1274 Horticulture	53150	Non-Capital Supplies and Materials	Culligan, physical science equipment	(4,850)
			1115 Sciences	53150	Non-Capital Supplies and Materials	Culligan, physical science equipment	6,500
			1129 Chemistry	53150	Non-Capital Supplies and Materials	Culligan, physical science equipment	850
109	28-JUN-2021	0201	4321 Strategic Communication & Marketing	53060	Contracted Services	Fleishman Hillard Communications Audit	12,162
			4301 Strategic Marketing Operations	53150	Non-Capital Supplies and Materials	Fleishman Hillard Communications Audit	(2,657)
			4301 Strategic Marketing Operations	53110	Overnight Travel	Fleishman Hillard Communications Audit	(3,110)
			4301 Strategic Marketing Operations	53130	Same Day Travel	Fleishman Hillard Communications Audit	(457)
			4301 Strategic Marketing Operations	53060	Contracted Services	Fleishman Hillard Communications Audit	(5,938)

Date	Fund	Org	Org Description	Account	Account Name	Description	Total
110 28-JUN-2021	0201	4321	Strategic Communication & Marketing	53110	Overnight Travel	Fleishman Hillard Communications Audit	(1,160)
	0201	4321	Strategic Communication & Marketing	53060	Contracted Services	Fleishman Hillard Communications Audit	1,935
	0201	4321	Strategic Communication & Marketing	53150	Non-Capital Supplies and Materials	Fleishman Hillard Communications Audit	(275)
	0201	4301	Strategic Marketing Operations	53230	Memberships	Fleishman Hillard Communications Audit	(450)
111 29-JUN-2021	0201	4301	Strategic Marketing Operations	53640	Special Events	Fleishman Hillard Communications Audit	(50)
	0201	6324	Insurance and Risk Management	53050	Insurance, Property/Casualty/Other	Automotive Coverage	1,600
112 30-JUN-2021	0201	6326	Mission Continuity	53170	Technical Training	Automotive Coverage	(1,600)
	0201	1226	Metal Fab (Welding) Technology	53150	Non-Capital Supplies and Materials	Needed welding supplies	13,606
113 30-JUN-2021	0201	1212	Electronics Technology	53150	Non-Capital Supplies and Materials	Needed welding supplies	(13,606)
	0601	1405	Professional Education	53060	Contracted Services	Increased enrollment with online vendor	4,000
114 30-JUN-2021	0601	1406	Youth Programs	53060	Contracted Services	Increased enrollment with online vendor	(4,000)
	0601	1409	Microcomputer Training	53060	Contracted Services	Coverage of Ed2Go June bill	6,500
	0601	1465	Marketing	53220	Advertising and Promotions	Coverage of Ed2Go June bill	(6,500)