

**JOHNSON COUNTY COMMUNITY COLLEGE
12345 College Boulevard
Overland Park, Kansas**

**Meeting--Board of Trustees
Hugh Speer Board Room, GEB 137
May 11, 2023 – 5:00 p.m.**

AGENDA

- | | |
|--|------------------------------|
| I. CALL TO ORDER | Trustee Cross |
| II. PLEDGE OF ALLEGIANCE | Trustee Cross |
| III. ROLL CALL | Trustee Cross |
| IV. AWARDS AND RECOGNITIONS | Trustee Cross |
| A. Student Spotlight – Grant LaCamp | |
| V. OPEN FORUM | Trustee Cross |
| VI. BOARD REPORTS | |
| A. Student Senate | Daniel Gonzales |
| B. College Lobbyist | Dick Carter |
| C. Faculty Association | Andrea Vieux |
| D. Johnson County Education Research Triangle | Trustee Musil |
| E. Kansas Association of Community College Trustees | Trustee Ingram |
| F. Foundation | Trustee Rattan |
| G. College Council | Jason Arnett |
| VII. COMMITTEE REPORTS AND RECOMMENDATIONS | |
| A. Audit Committee (pp 1-3) | Trustee Cross |
| B. Board Governance Committee (pp 4-16) | Trustee Smith-Everett |
| C. Collegial Steering | Trustee Cross |
| D. Inclusion & Belonging Committee (pp 17-18) | Trustee Rattan |

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|--|-------------------------------------|
| <p>E. Management and Finance Committee (pp 19-24)
 <u>Recommendation: FY2023-2024 Management Budget (pp 20-21)</u>
 <u>Recommendation: Active Learning Classrooms Renovation (p 22)</u></p> | <p>Trustee Musil</p> |
| <p>F. Student Success (pp 25-27)</p> | <p>Trustee Ingram</p> |
| VIII. PRESIDENT’S RECOMMENDATIONS FOR ACTION | |
| <p>A. Treasurer’s Report (pp 28-40)</p> | <p>Trustee Smith-Everett</p> |
| <p>B. FY24 Board and Committee Meeting Dates (p 41)</p> | <p>Dr. Andy Bowne</p> |
| <p>C. Monthly Report to the Board</p> | <p>Dr. Andy Bowne</p> |
| IX. NEW BUSINESS | |
| <p>X. OLD BUSINESS</p> | <p>Trustee Cross</p> |
| XI. CONSENT AGENDA | |
| <p>A. Regular Monthly Reports and Recommendations</p> | <p>Trustee Cross</p> |
| <p> 1. Minutes of Previous Meetings</p> | |
| <p> 2. Cash Disbursement Report (pp 42-43)</p> | |
| <p> 3. Grants, Contracts and Awards (pp 44-45)</p> | |
| <p> 4. Curriculum (p 46)</p> | |
| <p> 5. Affiliation, Articulation and Reverse Transfer,
 Cooperative and Other Agreements (pp 47-50)</p> | |
| <p> 6. Retirement Tribute Fund (p 51)</p> | |
| <p>B. Human Resources (p 52)</p> | |
| <p> 1. Retirement</p> | |
| <p> 2. Separations</p> | |
| <p>C. Human Resources Addendum</p> | |
| XII. EXECUTIVE SESSION | |
| XIII. ADJOURNMENT | |

AUDIT COMMITTEE

Minutes

May 3, 2023

The Audit Committee met at 2:00 pm on Wednesday, May 3, 2023, in the Hugh W. Speer Board Room. Those present included: Trustee Nancy Ingram; staff Andy Bowne, Caitlin Murphy, Heather Callaway, Phil Mein, Rachel Lierz, Janelle Vogler, Colleen Chandler, Pam Vassar, Kelsey Nazar, Jay Vignola, Sandra Warner, Christal Williams, Jillian Palan and Liz Loomis, recorder.

External Audit Update

Chester Moyer and Corey Robinson from RubinBrown LLP, presented the engagement timeline and audit scope for the financial audit, single audit, foundation audit, and tax work. Mr. Moyer and Mr. Robinson request that Board Members bring questions or concerns related to fraud risk to their attention prior to, or during the audit.

Updates on Activities and Audits (AU-1)

Bookstore Operations and Controls Audit:

The Internal Audit staff is working with Bookstore staff to complete the documentation of processes and controls. Detailed testing will be scheduled after processes are documented. An audit report will be delivered at the August Audit Committee meeting.

Co-source and staffing update:

Ms. Callaway stated the contract with co-source was signed May 1, 2023. She also announced that the Sr. Auditor position posted April 27, 2023.

GLBA Risk Assessment:

Mr. Mein provided an update on the GLBA risk assessment and documenting controls to ensure the College is compliant with the new Safeguards rule that takes effect on June 9, 2023.

Audit Recommendations Updates (AU-2)

Operational Audits:

Ms. Callaway reviewed outstanding action plans and remediations for remaining items related to 2022 Firearms audit. Ms. Callaway announced that the 2020 Athletics audit and the 2022 Travel audit findings have all been addressed and closed.

IT Audits:

Mr. Mein reviewed outstanding action plan and remediations for prior audits concerning network access control. The finding has been addressed and closed.

JCCC Ethics Update (AU-3)

Annual Benchmark Report:

Ms. Callaway presented the EthicsPoint Benchmark report for calendar 2022. JCCC metrics were compared to Benchmark data.

Quarterly Report:

Ms. Callaway presented the EthicsPoint cases received since the last meeting between the dates of February 25, through April 21, 2023.

The Audit Committee will meet again in August. The date is yet to be decided.

**JCCC AUDIT COMMITTEE
WORKING AGENDA
FY 2023**

- AU-1 Review audit reports and discuss current Audit & Advisory Services activities
- AU-2 Review status of audit recommendations from completed internal and external audits
- AU-3 Quarterly report – JCCC Ethics Report Line (Annual Benchmarking Report in May)
- AU-4 Annual Summary Reports – KOPS Watch/BIT & Student Complaint Portal
- AU-5 Planning meeting with external auditors
- AU-6 Performance Review – Exec. Director, Audit and Advisory Services
- AU-7 Review and approve Audit Committee Working Agenda
- AU-8 Annual Trustee Expense Reimbursement Report
- AU-9 Review Audit Committee Charter
- AU-10 Review proposed audit plan for upcoming year
- AU-11 Review audited financial statements with external auditors
- AU-12 Executive session

BOARD GOVERNANCE COMMITTEE
Minutes
May 3, 2023

The Board Governance Committee met at 12:30 pm on Wednesday, May 3, 2023 in the Hugh W. Speer Board Room. Those present were Trustees, Laura Smith-Everett and Greg Musil; staff, Andy Bowne, Caitlin Murphy, Kelsey Nazar, Alison Weber, and Liz Loomis, recorder.

Review and Update 100 Series Policies

Kelsey Nazar, Vice President & General Counsel, presented the Board Responsibilities Policy 110.00, Number and Selection of Trustees Policy 111.01, Special Meetings of the Board Operating Procedure 112.01, and Code of Ethics Policy 114.02 for review. The recommendation to modify Code of Ethics Policy 114.02 will be held and presented to the Board of Trustees with the recommendation to modify Conflicts of Interest Policy 431.00.

Policy	Recommended Action	Material Changes
Board Responsibilities Policy 110.00	None	No recommended changes.
Number and Selection of Trustees Policy 111.01	None	No recommended changes.
Special Meetings of the Board Operating Procedure 112.01	None	No recommended changes.
Code of Ethics Policy 114.02	Modify	The recommended changes will align the Code of Ethics Policy 114.02 with the Conflicts of Interest Policy 431.00, specifically through the addition of Sections III and IV.

Report:

The Board Governance Committee has reviewed the Board Responsibilities Policy 110.00 and recommended no changes.

Board Responsibilities Policy 110.00

Johnson County Community College

Series: 100 Board of Trustees

Section: Duties and Responsibilities of the Board

Applicability: This Policy applies to the Johnson County Community College (“JCCC” or the “College”) Board of Trustees (the “Board”).

Purpose: The purpose of this Policy is to set out the powers and duties assigned to the Board of Trustees in accordance with Kansas law.

Statement:

In accordance with Kansas law, the Board of Trustees shall have custody of and be responsible for the property of the College and shall be responsible as the policy-making governing body for the operation, management and control of the College. Powers and duties assigned to the Board of Trustees shall be as set forth in K.S.A. 71-201, and amendments thereto, and shall generally include the following:

1. To hold at least one regular meeting each month.
2. To select its own chairperson and officers, and to fill vacancies on the Board for unexpired terms.
3. To sue and be sued.
4. To determine the educational program of the College.
5. To appoint and fix the compensation and term of office of a President or chief administrative officer of the College.
6. To appoint or employ agents and employees of the College, including administrative and teaching staff based on policies and to set standards regarding qualifications, duties, compensation, and terms and conditions of their employment.

7. To enter into contracts.
 8. To accept funds and property from any source which the Board may use for or in aid of any of its purposes.
 9. To acquire property by purchase or lease, real or personal, which is necessary or desirable for College purposes.
 10. To lease property owned by the College.
 11. To dispose of property that is no longer necessary for College purposes.
 12. To exercise the right of eminent domain.
 13. To make rules and regulations necessary and proper for the administration and operation of the College.
 14. To exercise all powers not inconsistent with the rules and regulations of the Board of Regents which may be reasonably necessary for the establishment, maintenance and operation of the College.
 15. To contract with outside agencies for the education of the students of the College.
 16. To establish a petty cash fund not to exceed \$1,000.
 17. To sell general obligation bonds, certificates of participation, or such similar debt instruments for the acquisition of property and construction, repair or remodel of improvements on such property within the limits set by Kansas law.
-

Date of Adoption:

Revised: 01/18/2018, 11/17/2022

Report:

The Board Governance Committee has reviewed the Number and Selection of Trustees Policy 111.01 and recommended no changes.

Number and Selection of Trustees Policy 111.01

Johnson County Community College

Series: 100 Board of Trustees

Section: Organization of the Board

Applicability: This Policy applies to the Johnson County Community College (“JCCC” or the “College”) Board of Trustees (the “Board”).

Purpose: The purpose of this Policy is to set out the number and selection of members for the Board of Trustees.

Statement:

The Board of Trustees will consist of seven (7) members who shall be elected at large from Johnson County in accordance with the Community College Election Act (K.S.A. 71-1401 et seq.) as amended. Each Trustee shall be a qualified elector of the county.

Elections are held on the first Tuesday following the first Monday of November of each odd-numbered year. The term of office is four years, beginning on the second Monday in January following the election.

Vacancies on the Board will be filled for the balance of the unexpired term by the majority vote of the remaining Trustees.

Date of Adoption:

Revised: 05/21/2009, 01/18/2018, 11/17/2022

Report:

The Board Governance Committee has reviewed the Special Meetings of the Board Operating Procedure 112.01 and recommended no changes.

Special Meetings of the Board Operating Procedure 112.01

Johnson County Community College

Series: 100 Board of Trustees

Section: Meetings of the Board

Cross-Reference: [Meetings of the Board Policy 112.00](#)

Applicability: This Policy applies to the Johnson County Community College (“JCCC” or the “College”) Board of Trustees (the “Board”).

Purpose: The purpose of this Operating Procedure is, in accordance with the Meetings of the Board Policy 112.00, to establish guidelines for Board members to call a special meeting.

Special Meeting Procedures:

It is the intent of the Board of Trustees to comply with the provisions of the Kansas Open Meetings Act (KOMA) when conducting any business of the Board. KOMA does not prevent discussion on purely procedural issues including but not limited to scheduling meetings, Trustee availability for meetings, items to be placed on the agenda or other procedural issues. When communicating for purposes of calling a special meeting, Board members must avoid the appearance of impropriety and therefore shall limit their discussion to procedural matters rather than substantive issues which will ultimately require a vote of the Board.

A Board member wishing to call a special meeting of the Board shall contact the Board Chair to request such special meeting. The Chair may communicate with other Board members as permitted by KOMA regarding the request for a special meeting. If the Chair declines the Board member’s request, the Board member may contact other Board members directly only to specify the request for a special meeting and to identify the topic of the special meeting. A Board member responding to the Chair or the requesting member should only provide a ‘Yes’ or ‘No’ reply to the meeting request. No discussion on the issue or merits of the topic may take place during communications on whether a special meeting will be called.

If the Chair or the Board member requesting a special meeting receives a majority ‘Yes’ reply, the Board member shall notify the College President of the names of the Board members agreeing to request a special meeting and the topic of the meeting, and the President, in

consultation with the Chair, shall prepare and distribute the agenda and meeting notice as required by College policy and state law.

Signature on File in Policy Office
Chair

Date of Adoption: 03/17/2010
Revised: 01/18/2018, 11/17/2022

Report:

The Board Governance Committee has reviewed the recommended changes to the Code of Ethics Policy 114.02. The recommended changes will align the Code of Ethics Policy 114.02 with the Conflicts of Interest Policy 431.00, specifically through the addition of Sections III and IV. The Board Governance Committee agreed to hold the recommendation to modify the Code of Ethics Policy 114.02 until the time the Conflicts of Interest Policy 431.00 is presented.

Code of Ethics Policy 114.02

Johnson County Community College

Series: 100 Board of Trustees

Section: Duties and Responsibilities of the Board

Applicability: This Policy applies to each member of the Board of Trustees and to ~~the following College officers (“Designated Officers.”):~~

- ~~1. — President~~
- ~~2. — Executive Vice Presidents~~
- ~~3. — Vice Presidents~~
- ~~4. — Associate Vice Presidents~~
- ~~5. — Executive Directors~~
- ~~6. — Directors with significant oversight of purchasing and/or contracting~~

All other employees are subject to the [Conflict of Interest Policy 431.00](#).

Purpose: The purpose of this Policy is to promote transparency in leadership and public confidence in the integrity of its Board and employees. While the College acknowledges that its leaders may be involved in the affairs of other organizations, it remains crucial to address actual and ~~P~~erceived ~~C~~onflicts of ~~I~~nterest. It is with these thoughts in mind that the Board of Trustees has adopted this Code of Ethics.

Definitions:

“Business Agreement” means any agreement, contract, or other business relationship which legally and contractually binds or obligates the College including, but not limited to, purchase agreements for goods, services, and real property, leases, affiliation agreements, sales agreements, grant contracts, memoranda of understanding, letter and arrangement agreements, and commitments.

~~“Conflict of Interest” —An actual Conflict of Interest occurs when~~ means any situation where financial or personal considerations compromise an individual’s objectivity, professional judgment, professional integrity and/or ability to perform his/her responsibilities for the College and includes actual Conflicts of Interest and ~~—A p~~Perceived or P~~potential Conflicts~~ of Interest.

“Designated Officer” means the following College employees:

- President
- Executive Vice Presidents
- Vice Presidents
- Associate Vice Presidents
- Executive Directors
- Directors with significant oversight of purchasing and/or contracting.

“Family Member” means, for the purposes of this Policy and the Disclosure Form for Trustees and Designated Officers, a spouse, parent, sibling, child, or any other relative or partner who resides in the same household as the Trustee or Designated Officer.

“Perceived or Potential Conflict of Interest”~~can~~ occurs when, although there is no actual Conflict of Interest, the circumstances are such that a reasonable person might question whether ~~a decision maker is biased in carrying out his/her~~ an individual’s objectivity, professional judgement, professional integrity or ability to perform responsibilities for the College are compromised.

~~The following non-exclusive list provides examples of situations that often give rise to an actual or potential Conflict of Interest.~~

- ~~A Trustee or Designated Officer:~~
 - ~~Has an ownership interest in an entity with which the College does business~~
 - ~~Receives significant salary or other compensation from an entity/individual with which/whom the College does business;~~
 - ~~Receives significant personal gifts or individual discounts from an entity/individual with which/whom the College does business;~~
 - ~~Is an officer, director or other key decision maker for an entity with which the College does business;~~
 - ~~Receives significant commissions or fees as part of an outside business from a customer/client with which the College also does business; or~~
 - ~~Has a Family Member who fits into one of the categories described above.~~

~~“Family Member” For the purposes of this Policy and the Disclosure Form for Trustees and Designated Officers, a Family Member includes a spouse, parent, sibling, child or any other relative that resides in the same household as the Trustee or Designated Officer.~~

Statement:

I. Fiduciary Responsibilities: Trustees and Designated Officers serve the public trust and have a clear obligation to fulfill their responsibilities in a manner consistent with this fact. All decisions of the Board and recommendations made by these Designated Officers are to be made solely on the basis of a desire to promote the best interest of the College and the public good. The College's integrity must be protected and advanced at all times.

The following non-exclusive list provides examples of situations that often give rise to actual, Perceived or Potential Conflicts of Interest when a Trustee or Designated Officer:

1. Has an ownership interest in an entity with which the College does business;
2. Receives significant salary or other compensation from an entity with which or individual with whom the College does business;
3. Receives significant personal gifts or individual discounts from an entity with which or individual with whom the College does business;
4. Is an officer, director or other key decision maker for an entity with which the College does business;
5. Receives significant commissions or fees as part of an outside business from a customer or client with which the College also does business; or
6. Has a Family Member or close personal relationship with someone who fits into one of the categories described above.

Additionally, Conflicts of Interest may arise in other circumstances, such as those described in the Dating and Relationship Policy 423.02 and the Nepotism Policy 423.01, and such circumstances will be addressed in accordance with those policies.

II. Disclosure of ~~Substantial~~ Interests: Although most Perceived or Potential Conflicts of Interest are and will be deemed inconsequential, ~~in the interest of avoiding a perceived Conflict of Interest,~~ Trustees and Designated Officers ~~are responsible for~~ shall disclose Perceived or Potential Conflicts of Interest, as well as actual Conflicts of Interest. In determining whether an

interest needs to be disclosed, Trustees and Designated Officers should err on the side of caution and construe this Policy broadly in favor of disclosure, and may seek guidance from the College Office of General Counsel, Board Chair (in the case of Trustees), and President (in the case of Designated Officers). ~~ing substantial interests (as defined in the Disclosure Form) that may appear to create a Conflict of Interest for the College.~~

1A. All Trustees and Designated Officers are required to annually review this Code of Ethics and complete the Disclosure Form for Trustees and Designated Officers identifying ~~any substantial~~ interests in other organizations and other Perceived or Potential Conflicts of Interest, as set forth in the Form. This Form must be completed and filed with the Chair and Secretary of the Board after April 15 and before April 30 each year. New Trustees and Designated Officers must file the disclosure form within 15 days of taking office if appointment or election to the position occurs after April 30.

2B. If a Trustee or Designated Officer is uncertain whether to disclose a particular interest or relationship, ~~he/she the Trustee or Designated Officer~~ should keep in mind the purpose of this Code of Ethics and consult the Office of General Counsel.

3C. Trustees and Designated Officers have an ongoing responsibility to timely update the Disclosure Form during the year upon the development of a new substantial interest or Perceived or Potential Conflict of Interest.

4D. Disclosure Forms are subject to public inspection.

III. Agreements, Contracts and Purchases: Trustees and Designated Officers shall not knowingly promote or enter into Business Agreement on behalf of the College when an actual Conflict of Interest or a Perceived or Potential Conflict of Interest exists, including in the following circumstances:

1. Trustee or Designated Officer is employed by or is the other party to the Business Agreement.

2. Trustee, Designated Officer, or a Family Member held an equitable interest of more than \$5,000 or 5% of the other party to the Business Agreement at any time in the preceding 12 months.

3. Trustee, Designated Officer, or a Family Member received at least \$2,000 in taxable compensation (wages, commissions, fees, etc.) in the preceding tax year from the other party to the Business Agreement.

4. Trustee, Designated Officer, or a Family Member received at least \$500 in gifts in the preceding 12 months from the other party to the Business Agreement, unless a gift is due to a personal relationship and clearly not for the purpose of influencing the employee's official College duties.

5. Trustee, Designated Officer, or a Family Member holds a key decision-making position with the other party to the Business Agreement (e.g., officer, director, partner, executive, proprietor, etc.).

IV. Gifts: Trustees and Designated Officers who participate in approving or selecting vendors, products and contractors or who participate in forming Business Agreements should avoid accepting significant gifts and individual discounts from outside individuals and entities that are existing or potential vendors and contractors for those Business Agreements when it is clear a reasonable person would infer that it is the donor's intent is to influence the Trustee or Designated Officer's official College duties. Occasional meals, beverages and other non-extravagant gifts are acceptable as long as they are not intended to influence the Trustee or Designated Officer's official action on behalf of the College.

Trustees and Designated Officers are encouraged to consider donating any gifts or proceeds to the College or Foundation. A gift received as a result of a purchase made by the College should typically be deemed as a gift to the College and not any individual. Monetary gifts made to the College, whether directly or indirectly through one of its Trustees or employees, shall be subject to the External Funds Policy 212.05.

V. Restraint on Participation: If a Trustee or ~~Designated Officer~~ has an actual or ~~material significant~~ Perceived or Potential Conflict of Interest, ~~that individual~~ the Trustee shall refrain from unduly influencing the College's decision-making process with respect to that item of business. Specifically, the ~~individual~~ Trustee must refrain from all of the following acts: (a) participating in related Board discussions, (b) making recommendations, (c) negotiating terms or contractual provisions and (d) voting on that item. In certain circumstances, the Trustee ~~or Designated Officer~~ may be asked to leave, as determined by the Board Chair (or Vice Chair if the Chair has the actual or ~~material significant~~ Perceived or Potential Conflict of Interest), while the item of business is discussed, negotiated and/or taken to a vote. If a Designated Officer has an actual or Perceived or Potential Conflict of Interest, that individual shall not participate in the College's decision-making process with respect to that item of business. In determining whether a Designated Officer shall refrain from participation, the Designated Officer should consider all relevant facts and circumstances should be considered, including whether the contract price is fixed by law or whether the transaction will be entered into solely and exclusively on the basis of the competitive bidding process, in which case, a Designated Officer with a Perceived or Potential Conflict of Interest may still be allowed to participate in some parts of the process.

VI. Ineligibility for Employment: In accordance with Kansas Statute 71-1403(d), no member of the Board of Trustees shall be an employee of the College.

VII. Violations: A Trustee found to be in violation of this Code of Ethics or the Code of Conduct may be subject to a Resolution of Censure. A Designated Officer found to be in violation of this Code of Ethics may be subject to discipline, up to and including termination of employment, in accordance with College personnel policies.

Date of Adoption: 05/26/1993

Revised: 10/03/1996, 10/21/2004, 07/14/2005, 08/08/2006, 02/24/2010, 01/18/2018,
11/17/2022, [_ / _ /2023](#)

Review Onboarding Process of New Trustee

Dr. Bowne led a discussion on the onboarding process of new Trustees. The previously used onboarding plan was reviewed, and Trustees Smith-Everett and Musil provided input on suggested updates to be used during the next onboarding.

BOARD GOVERNANCE COMMITTEE
Working Agenda
2023

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

INCLUSION & BELONGING COMMITTEE

Minutes

May 3rd, 2023

The Inclusion and Belonging Committee met at 11:15 a.m. on Wednesday, May 3, 2023, in the Hugh W. Speer Board Room. Those present were Trustees Dawn Rattan and Laura Smith-Everett; staff Dr. Bowne, Caitlin Murphy, Kate Allen, Dr. Mickey McCloud, and Silvia Arellano Fernandez (recorder).

Monitor Inclusion and Belonging Strategies and Initiatives: Meet with groups on campus, Student Nurses Association (IB-1)

Two representatives of the Student Nursing Association discussed activities that enrich their JCCC experience. One highlight is that the SNA offers a mentorship program, regardless of membership in the association, for second year nursing students to support first year nursing students. This has helped foster inclusion and belonging.

Monitor Inclusion and Belonging Strategies and Initiatives: Meet with departments on campus, Midwest Trust Center (IB-1)

Stacie McDaniel, Executive Director of Midwest Trust Center, discussed the 2023-24 season and how its programming and other activities support inclusion and belonging on campus and in our community.

Monitor Benchmarking and Metrics: Data on Male Students Enrollment and Outcomes (IB-2)

Natalie Alleman Beyers, Director of Institutional Planning and Research, presented benchmarking data focused on Male Student Enrollment Demographics and Outcomes. The data was compared with peer institutions from around the country.

Monitor Inclusion and Belonging Strategies and Initiatives: Executive Director of Inclusion and Belonging search update (IB-1)

Kate Allen, Vice President for College Advancement and Government Affairs, reported that the position search has concluded. JCCC hopes to secure a candidate by mid-May.

The next Inclusion & Belonging Committee Meeting is scheduled for Wednesday, June 7, 2023, at 11:00 a.m. in the Hugh W. Speer Board Room.

INCLUSION AND BELONGING COMMITTEE
Working Agenda
2023

- IB-1 Monitor inclusion and belonging strategies and initiates.
- IB-2 Monitor Benchmarking and Metrics

MANAGEMENT AND FINANCE COMMITTEE

Minutes

May 3, 2023

The Management and Finance Committee met at 8:30 AM on Wednesday, May 3, 2023, in the Hugh Speer Board Room. Those present were Trustee Greg Musil; staff: Jay Antle, Andy Bowne, Jim Feikert, Tom Hall, Rachel Lierz, Caitlin Murphy, Janelle Vogler, and Linda Nelson, recorder.

Sustainability Initiatives

Dr. Jay Antle, Executive Director of Sustainability, gave an update on activities in the JCCC Center for Sustainability. He presented information on the history of the department and discussed Noel Levitz scores. He highlighted progress made through the College's PowerSwitch program with support from key departments on campus, to reduce energy usage and the associated cost savings and other benefits of the solar projects. Next, he highlighted the efforts related to recycling and waste minimization. He also reported on the activity of the Student Sustainability Committee as well as the bird collision mitigation project and the positive results from that effort.

Budget Update

Janelle Vogler, Vice president/CFO gave a report on the proposed General/Post-Secondary Technical Education Funds Management Budget for 2023-2024 as presented below.

JOHNSON COUNTY COMMUNITY COLLEGE GENERAL/PTE FUNDS

	Adopted Budget FY2023	Proposed Budget FY 2024	\$ Change	% Change
Revenue:				
Ad Valorem Property Taxes	\$115,309,042	\$121,189,898	\$5,880,856	5%
Tuition and Fees	26,650,272	26,663,775	13,503	0%
State Aid	23,978,269	26,448,697	2,470,428	10%
Investment Income	500,000	1,000,000	500,000	100%
Other Income	2,583,499	3,668,569	1,085,070	42%
	<u>169,021,082</u>	<u>178,970,939</u>	<u>9,949,857</u>	<u>6%</u>
Expense:				
Salaries and Benefits	\$131,033,857	\$138,400,933	\$7,367,076	6%
Current Operating & Grants	31,031,287	32,354,539	1,323,252	4%
Capital*	17,696,597	4,281,145	(13,415,452)	-76%
Debt Service	3,685,988	3,689,738	3,750	0%
	<u>183,447,729</u>	<u>178,726,355</u>	<u>(4,721,374)</u>	<u>-3%</u>
Contribution to (Use of) Reserves	(\$14,426,647)	\$244,584	\$14,671,231	

*FY2023 included budgeted use of reserves for Science Lab renovations of \$14M

The College will complete the required notifications and public hearing prior to adoption of the Legal Budget for fiscal 2023-2024, which will be filed with the County Clerk according to statutory requirements.

RECOMMENDATION:

It is the recommendation of the Management & Finance Committee that the Board of Trustees approve the FY 2023-24 Management Budget as presented by the college administration.

Janelle Vogler
Vice President
Chief Financial Officer

Rachel Lierz
Executive Vice President,
Finance & Administrative Services

Andrew W. Bowne
President

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed one Bid/RFP recommendation.

**AWARD OF BIDS/RFPs - SINGLE PURCHASE: \$150,000+
MAY 2023 MANAGEMENT & FINANCE COMMITTEE**

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts	Single Purchase	Justification
23-058 Active Learning Classrooms Renovation Base year/project completion Fund Source: 0201 General Firms Notified: 178	<ol style="list-style-type: none"> 1. GPS-KC: \$338,174.00 2. CMG-Midwest LLC: \$339,000.00 3. Loyd Builders: \$374,412.00 4. Infinity Group: \$387,479.00 	\$371,991.40 <i>(includes 10% contingency - \$33,817.40)</i>	Low Bid
PURPOSE & DESCRIPTION			
<p>The purpose of this Request for Bid (RFB) is for the Active Learning Classrooms Renovation. This project is for the interior renovation of existing classrooms in the Midwest Trust Center (MTC 128, MTC 354) with a data closet upgrade and Police Academy (PA 145) across the JCCC main campus. This includes the demolition of existing finish flooring, ceiling, and interior gypsum on metal stud partition walls. New work will include laying new carpet flooring, ceiling grid, gypsum-on-metal stud partition walls, casework, electrical/data upgrades, and mechanical modifications.</p>			
EVALUATION COMMITTEE			
<ul style="list-style-type: none"> <li style="width: 50%;">• Brett Edwards: Director, Campus Services & Energy Management <li style="width: 50%;">• Larry Allen: Senior Buyer, Campus Services <li style="width: 50%;">• Tom Hall: Associate Vice President, Campus Services 			
MANAGEMENT & FINANCE COMMITTEE RECOMMENDATION			
<p>It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the low bid from GPS-KC for Active Learning Classrooms Renovation, in the amount of \$338,174.00, with an additional 10% contingency of \$33,817.40 to allow for possible unforeseen costs, for a total estimated expenditure amount of \$371,991.40.</p>			

Informational Items

Informational reports of Single Source purchases, Bid/RFP summary and renewal summary reports were provided in the Management and Finance meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, June 7, 2023, at 8:30 AM in the Hugh Speer Board Room.

MANAGEMENT AND FINANCE COMMITTEE
Working Agenda
2023

- MF-1 Review and Update Policies as Needed
- MF-2 Guide Budget Development
- Proposed Budget Calendar
 - Preliminary Budget Guidelines
 - Management Budget Adoption
 - Legal Budget Publications
 - Legal Budget Adoption
 - Budget Updates as Needed
- MF-3 Stewardship of College Finances
- Financial Ratio Analysis
- MF-4 Monitor Facilities
- Capital Infrastructure Inventory and One, Five and Ten-Year Replacement Plan
 - Review and Recommend Financial Plans for Capital Improvements
- MF-5 Monitor Business Services
- Procurement Reports and Recommendations
- MF-6 Monitor Information Services
- Information Technology Reports
- MF-7 Mission Continuity and Risk Management
- MF-8 Other Items and Reports
- Compliance Program
 - Continuing Education and Workforce Development
 - Institutional Advancement
 - Other Activities and Programs
 - Other Agreements
 - Sustainability Initiatives

STUDENT SUCCESS COMMITTEE

Minutes

May 3, 2023

The Student Success Committee met at 10:00 a.m. on Wednesday, May 3, 2023, in the Hugh W. Speer Board Room. Those present were Trustee Ingram, Trustee Rayl; staff Mickey McCloud, Elisa Waldman, Andrew Lutz, Amy Sellers, Mallory Mitchell, Dianne Smethers, Gurbhushan Singh and Anne Dotterweich, recorder.

Kansas Systemwide Transfer

Andrew Lutz reviewed the Kansas Systemwide Transfer agreement in effect between semester, each Kansas public institution shall use a common systemwide general education framework within associate of arts (A.A.) degrees, associate of fine arts (A.F.A) degrees, associate of science (A.S.) degrees, and all baccalaureate degrees.

Panasonic Update

Elisa Waldman reviewed the mission and vision of the workforce development opportunity with the Panasonic Energy North America factory in DeSoto, Kansas. She outlined the five-stage approach which includes pre-hiring support, training needs assessment, design and delivery of customized training, measuring outcomes and on-going training and support. She also provided a timeline of current activities and on-going project targets through 2025. The project is committed to training learners from a variety of backgrounds and skill levels. The Workforce Training Consortium which includes the leadership team, the working group, and the partner group has and will continue to meet weekly to address strategy and implementation issues. Waldman will continue to update the Committee on the project's progress as details are finalized.

Provost Model

Mickey McCloud provided a review of the current Academic Affairs reporting structure and next highlighted what will and will not change with the implementation of the Provost role. The goals of this reorganization model include improved chain of command decision making, consistency in messaging and interpretation of JCCC's mission, accountability, and better connections across campus through honest and open dialogue.

Other Agreement

Dianne Smethers presented renewal agreements with school districts for the College Now program. The agreements were approved by the committee. Complete details can be found subsequently on the consent agenda of the May 11 board packet.

Other Agreement

Gurbhushan Singh presented an agreement with the VA Hospital. The agreement was approved by the committee. Complete details can be found subsequently on the consent agenda of the May 11 board packet.

The next Student Success Committee meeting is scheduled for Wednesday, June 7, 2023, at 10:00 a.m. in the Hugh W. Speer Board Room.

STUDENT SUCCESS COMMITTEE
Working Agenda
2023

- 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

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

April 27, 2023

TREASURER'S REPORT

REPORT:

The following pages contain the Treasurer's Report for the month ended March 31, 2023.

An ad valorem tax distribution of \$3,520,007 was received from the county treasurer on March 17 and was distributed as follows:

	<u>Current Year</u>
General Fund	\$3,308,565
Special Assessment Fund	9,323
Capital Outlay Fund	<u>202,119</u>
TOTAL	<u>\$3,520,007</u>

Also during March, the college made a semi-annual payment on the Series 2017 Certificates of Participation. 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 March 2023, subject to audit.

Janelle Vogler
Vice President and Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

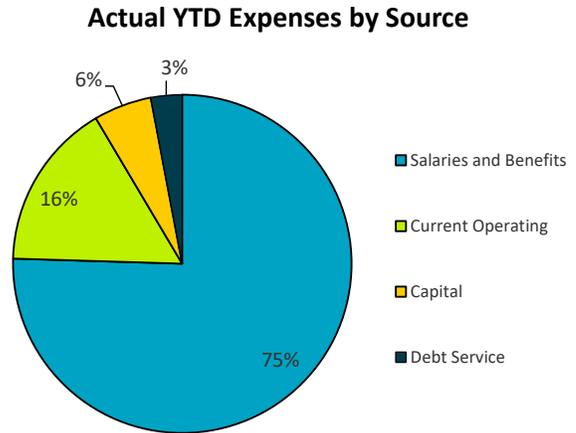
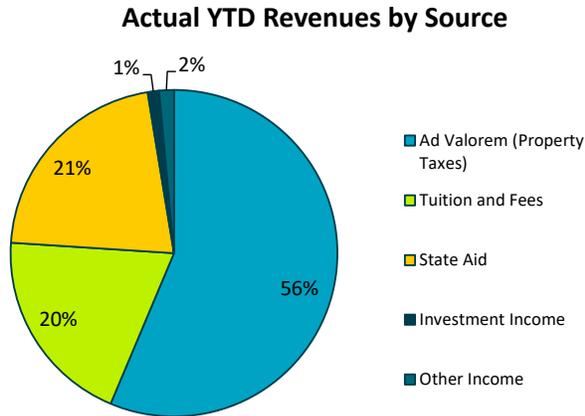
Andrew W. Bowne
President

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS**

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
GENERAL/PTE FUNDS					
Ad Valorem (Property Taxes)	\$ 115,309,042	\$ 3,308,565	\$ 71,405,080	62%	\$ 70,028,331
Tuition and Fees	26,650,272	(16,674)	25,006,137	94%	23,888,963
State Aid	23,978,269	91,420	27,127,777	113%	24,702,996
Investment Income	500,000	319,094	1,406,907	281%	261,810
Other Income	2,583,499	169,080	1,847,591	72%	1,775,612
TOTAL REVENUE	\$ 169,021,082	\$ 3,871,485	\$ 126,793,491	75%	\$ 120,657,712
Salaries and Benefits	\$ 131,033,857	\$ 10,781,028	\$ 93,079,377	71%	\$ 86,594,029
Current Operating	31,031,288	2,017,999	19,726,526	64%	17,162,967
Capital	17,696,597	4,103,713	6,836,379	39%	9,430,274
Debt Service	3,685,988	779,524	3,683,468	100%	3,686,219
TOTAL EXPENSES	\$ 183,447,730	\$ 17,682,265	\$ 123,325,750	67%	\$ 116,873,488

Unencumbered Cash Rollforward:

Beginning Balance		\$ 117,046,418	\$ 121,836,284
Revenues Over Expenses		3,467,741	3,784,224
Encumbrances & Other Activity		(11,271,325)	(21,028,951)
Ending Balance		<u>\$ 109,242,834</u>	<u>\$ 104,591,557</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 2022-2023 numbers.

The largest source of revenue this year to date is ad valorem (property taxes) (56%), followed by state aid (21%), tuition and fees (20%), other income (2%), and investment income (1%). The largest source of expenses this year to date is salary and benefits (75%), followed by current operating (16%), capital (6%), and debt service (3%).



JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS
EXPENDITURE DETAIL BY NATURAL CLASSIFICATION

	ADJUSTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE	YTD CHANGE FROM PRIOR YEAR
Salaries	\$ 97,683,257	\$ 8,100,688	\$ 68,615,848	70%	\$ 63,739,213	8%
Benefits	33,350,600	2,680,339	24,463,529	73%	22,854,816	7%
Event Officials	66,317	2,808	60,685	92%	47,943	27%
Legal Services	135,000	4,500	29,948	22%	252,193	-88%
Audit Services	91,000	-	49,800	55%	62,260	-20%
Collection Costs	71,410	8,534	26,407	37%	30,820	-14%
Insurance, Property/Casualty & Rel	1,136,920	27,987	995,646	88%	929,680	7%
Contracted Services	7,800,023	350,931	4,389,603	56%	4,030,638	9%
SB 155 Shared Funding Payments	375,000	-	210,559	56%	228,660	-8%
Overnight Travel	922,133	64,069	455,472	49%	275,813	65%
Travel - AQIP	6,600	1,016	2,658	40%	-	100%
Staff Development Travel	376,797	12,220	199,030	53%	95,746	108%
Faculty Continuing Ed Grants	19,000	5,909	24,074	127%	10,258	135%
Tuition Reimbursement	550,000	11,485	382,113	69%	335,884	14%
Same Day Travel	101,681	4,278	32,344	32%	24,062	34%
Supplies and Materials	5,739,676	360,083	3,271,754	57%	3,108,057	5%
Computer Software Licenses	4,831,704	623,370	3,766,666	78%	2,720,291	38%
Technical Training Travel	74,055	9,472	41,459	56%	33,435	24%
Applicant Travel	15,000	-	7,354	49%	5,292	39%
Recruiting Travel	24,313	930	10,120	42%	12,785	-21%
Printing, Binding & Publications	146,350	-	74,047	51%	51,590	44%
Advertising and Promotions	1,094,496	37,798	753,490	69%	550,027	37%
Memberships	396,521	7,008	300,045	76%	250,301	20%
Accreditation Expenses	41,810	3,850	31,705	76%	21,556	47%
Bad Debt Expense	350,000	-	130,000	37%	175,000	-26%
Electric	2,750,000	280,542	2,054,360	75%	1,922,414	7%
Water	170,000	7,327	144,337	85%	115,986	24%
Natural Gas	80,000	9,161	75,052	94%	43,193	74%
Telephone	333,713	5,882	296,599	89%	249,142	19%
Gasoline	70,000	3,866	44,533	64%	42,848	4%
Subscriptions	475,942	25,999	340,042	71%	349,434	-3%
Rentals and Leases	621,585	38,055	400,358	64%	453,442	-12%
Repairs and Maintenance	776,604	23,216	372,933	48%	303,136	23%
Freight	140,267	37,838	123,956	88%	11,625	966%
Special Events	307,369	17,160	140,873	46%	89,682	57%
Retirement Recognitions	7,500	1,259	6,301	84%	2,053	207%
Postage	196,320	8,193	137,556	70%	194,973	-29%
Contingency	186,230	-	3,000	2%	-	100%
Remodeling and Renovations	1,878,450	7,621	133,421	7%	235,951	-43%
Library Books	162,667	11,646	82,212	51%	76,131	8%
Furniture and Equipment	1,700,206	130,539	909,682	54%	1,058,091	-14%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	13,802,186	3,953,907	5,711,064	41%	8,060,100	-29%
Land Improvements	-	-	-	0%	-	0%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	537,540	896	198,065	37%	15,835	1151%
Foster Care & Killed on Duty Grant	80,000	(1,394)	42,580	53%	45,083	-6%
Federal SEOG Match	80,000	23,754	101,001	126%	71,831	41%
Principal Payments	2,070,000	-	2,070,000	100%	1,970,000	5%
Interest Payments	1,614,488	779,524	1,612,639	100%	1,715,469	-6%
Fee Payments	1,500	-	829	55%	750	11%
TOTAL EXPENSES	\$ 183,447,730	\$ 17,682,265	\$ 123,325,750	67%	\$ 116,873,488	6%



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
ADULT SUPPLEMENTARY EDUCATION & STUDENT ACTIVITY FUNDS**

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ADULT SUPPLEMENTARY EDUCATION FUND					
Tuition and Fees	\$ 4,981,300	\$ 317,438	\$ 2,234,654	45%	\$ 3,689,475
Investment Income	15,000	4,282	22,038	147%	5,829
Other Income	1,600,600	60,305	687,948	43%	580,287
TOTAL REVENUE	<u>\$ 6,596,900</u>	<u>\$ 382,025</u>	<u>\$ 2,944,640</u>	45%	<u>\$ 4,275,591</u>
Salaries and Benefits	\$ 3,445,489	\$ 178,044	\$ 1,551,046	45%	\$ 1,699,601
Current Operating	4,901,791	241,978	1,980,735	40%	2,159,343
Capital	143,189	-	18,585	13%	27,482
TOTAL EXPENSES	<u>\$ 8,490,469</u>	<u>\$ 420,022</u>	<u>\$ 3,550,366</u>	42%	<u>\$ 3,886,426</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 2,208,861		\$ 2,305,316
Revenues Over Expenses			(605,725)		389,165
Encumbrances & Other Activity			(648,820)		(395,202)
Ending Balance			<u>\$ 954,316</u>		<u>\$ 2,299,279</u>
STUDENT ACTIVITY FUND					
Tuition and Fees	\$ 1,904,000	\$ (2,791)	\$ 1,895,034	100%	\$ 1,883,053
Investment Income	8,000	3,611	17,472	218%	3,726
Other Income	9,500	1,434	6,457	68%	4,007
TOTAL REVENUE	<u>\$ 1,921,500</u>	<u>\$ 2,254</u>	<u>\$ 1,918,963</u>	100%	<u>\$ 1,890,786</u>
Salaries and Benefits	\$ 289,753	\$ 26,152	\$ 211,767	73%	\$ 125,606
Current Operating	839,649	81,898	505,776	60%	375,883
Capital	-	-	-	100%	-
Grants/Scholarships	1,452,295	14,494	1,171,748	81%	1,037,233
TOTAL EXPENSES	<u>\$ 2,581,697</u>	<u>\$ 122,544</u>	<u>\$ 1,889,292</u>	73%	<u>\$ 1,538,722</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,478,536		\$ 1,380,759
Revenues Over Expenses			29,671		352,065
Encumbrances & Other Activity			(171,160)		(77,427)
Ending Balance			<u>\$ 1,337,047</u>		<u>\$ 1,655,397</u>



JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
OTHER FUNDS

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
MOTORCYCLE DRIVER SAFETY FUND					
Tuition and Fees	\$ 110,000	\$ 11,020	\$ 100,239	91%	\$ 109,772
Other Income	40,000	-	41,410	104%	43,840
TOTAL REVENUE	\$ 150,000	\$ 11,020	\$ 141,649	94%	\$ 153,612
Salaries and Benefits	\$ 66,000	\$ -	\$ 39,767	60%	\$ 29,861
Current Operating	22,800	745	2,902	13%	11,964
Capital	21,000	-	-	0%	-
TOTAL EXPENSES	\$ 109,800	\$ 745	\$ 42,669	39%	\$ 41,825
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,161,804		\$ 1,046,298
Revenues Over Expenses			98,980		111,786
Encumbrances & Other Activity			(6,317)		(224)
Ending Balance			\$ 1,254,467		\$ 1,157,860
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	\$ 625,000	\$ 80,488	\$ 608,564	97%	\$ 609,366
TOTAL REVENUE	\$ 625,000	\$ 80,488	\$ 608,564	97%	\$ 609,366
Salaries and Benefits	\$ 299,373	\$ 30,355	\$ 278,863	93%	\$ 173,347
Current Operating	716,500	7,027	114,107	16%	141,614
Capital	-	-	-	100%	-
TOTAL EXPENSES	\$ 1,015,873	\$ 37,381	\$ 392,971	39%	\$ 314,961
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,102,867		\$ 774,134
Revenues Over Expenses			215,593		294,404
Encumbrances & Other Activity			(72,960)		(47,627)
Ending Balance			\$ 1,245,501		\$ 1,020,911
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	\$ 483,226	\$ 9,323	\$ 190,540	39%	\$ 277,340
Interest Income	-	3,491	15,161	100%	2,565
TOTAL REVENUE	\$ 483,226	\$ 12,814	\$ 205,701	43%	\$ 279,905
Current Operating	\$ 300,000	\$ 3,736	\$ 332,619	111%	\$ 221,351
TOTAL EXPENSES	\$ 300,000	\$ 3,736	\$ 332,619	111%	\$ 221,351
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,584,726		\$ 1,357,626
Revenues Over Expenses			(126,918)		58,554
Encumbrances & Other Activity			(278,863)		(9,452)
Ending Balance			\$ 1,178,945		\$ 1,406,728



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
AUXILIARY ENTERPRISE FUND - SCHEDULE 1**

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUES					
Concessions	\$ 25,000	\$ -	\$ 46	0%	\$ -
Cosmetology	9,000	2,837	17,830	198%	18,848
Bookstore	6,839,700	36,961	4,841,772	71%	4,623,533
Dining Services	2,546,000	219,172	1,689,559	66%	765,172
The Market	-	-	- *	0%	224,735
Vending	-	-	- *	0%	69,289
Hiersteiner Center	1,123,435	93,729	737,262	66%	442,899
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	160
Dental Hygiene	1,500	477	1,847	123%	536
Hospitality Management & Pastry Program	57,500	6,096	42,560	74%	25,050
Café Tempo	-	-	- *	0%	-
Campus Farm	16,000	105	13,896	87%	12,401
Investment Income	15,000	1,685	15,234	102%	5,807
TOTAL REVENUES	\$ 10,635,135	\$ 361,062	\$ 7,360,007	69%	\$ 6,188,431
EXPENSES					
Concessions	\$ 27,000	\$ -	\$ 772	3%	\$ -
Cosmetology	9,500	-	10,268	108%	8,879
Bookstore	6,777,985	148,303	4,752,118	70%	4,789,263
Dining Services	4,390,064	341,973	2,719,179	62%	1,800,970
The Market	-	-	- *	0%	361,099
Vending	-	-	- *	0%	24,745
Hiersteiner Center	1,843,853	139,926	1,244,115	67%	1,060,808
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	806
Dental Hygiene	1,500	-	1,416	94%	708
Hospitality Management & Pastry Program	60,000	3,396	39,865	66%	18,739
Café Tempo	-	-	- *	0%	2,544
Campus Farm	16,000	2,872	9,897	62%	7,982
SUBTOTAL	\$ 13,127,903	\$ 636,470	\$ 8,777,631	67%	\$ 8,076,542
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 35,000	\$ -	\$ 2,347	7%	\$ 28,089
Director	53,300	12,914	13,349	25%	11,113
TOTAL EXPENSES	\$ 13,216,203	\$ 649,384	\$ 8,793,326	67%	\$ 8,115,745
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,838,826		\$ 4,198,857
Revenues Over Expenses			(1,433,319)		(1,927,314)
Encumbrances & Other Activity			(107,654)		4,729
Ending Balance			<u>\$ 297,853</u>		<u>\$ 2,276,272</u>

*Activity has been combined into Dining Services in FY23.



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
AUXILIARY ENTERPRISE FUND - SCHEDULE 2**

	2022-2023 YEAR TO DATE NET	2021-2022 YEAR TO DATE NET	NET CHANGE FROM PRIOR YR
Concessions	\$ (726)	\$ -	\$ (726)
Cosmetology	7,562	9,969	(2,407)
Bookstore	89,654	(165,729)	255,383
Dining Services	(1,029,620)	(1,035,798)	6,178
The Market	- *	(136,365)	136,365
Vending	- *	44,543	(44,543)
Hiersteiner Center	(506,853)	(617,909)	111,056
HVAC Auxiliary & Auto Technology Project	-	(645)	645
Dental Hygiene	431	(172)	603
Hospitality Management & Pastry Program	2,695	6,311	(3,616)
Café Tempo	- *	(2,544)	2,544
Campus Farm	3,998	4,419	(420)
	<u>\$ (1,432,858)</u>	<u>\$ (1,893,919)</u>	<u>\$ 461,061</u>

*Activity has been combined into Dining Services in FY23.



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
PLANT & OTHER FUNDS**

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ARTS BUILDING CONSTRUCTION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,140,023		\$ 1,140,023		\$ 1,431,548
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	138,222	-	181,371	131%	32,990
Encumbrances & Other Activity			(958,652)		(250,801)
Ending Balance			<u>\$ -</u>		<u>\$ 1,147,757</u>
CAREER AND TECHNICAL EDUCATION CONSTRUCTION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,579,304		\$ 1,579,304		\$ 1,735,610
TOTAL REVENUE	-	\$ -	-	0%	(104,990)
TOTAL EXPENSES	79,304	-	15,948	20%	3,949
Encumbrances & Other Activity			(1,563,356)		(47,367)
Ending Balance			<u>\$ -</u>		<u>\$ 1,579,304</u>
ATB RENOVATION FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 133,094		\$ 133,094		\$ 134,563
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	133,094	-	-	0%	8,584
Encumbrances & Other Activity			(133,094)		7,115
Ending Balance			<u>\$ -</u>		<u>\$ 133,094</u>
OUTDOOR SITE & ATHLETIC IMPROVEMENT					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 169,504		\$ 169,504		\$ (1,355)
TOTAL REVENUE	-	\$ -	2,400	0%	104,990
TOTAL EXPENSES	224,130	-	15,593	7%	235,919
Encumbrances & Other Activity			(156,310)		295,232
Ending Balance			<u>\$ -</u>		<u>\$ 162,948</u>
RESOURCE CENTERS BACKFILLS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 797,141		\$ 797,141		\$ 328,643
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	497,141	-	-	0%	89,048
Encumbrances & Other Activity			(797,141)		86,092
Ending Balance			<u>\$ -</u>		<u>\$ 325,688</u>
PHASE 3 FACILITIES MASTER PLAN					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 3,352,596		\$ 3,352,596		\$ 3,647,068
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	6,443,989	-	264,450	4%	1,334,592
Encumbrances & Other Activity			(172,215)		917,854
Ending Balance			<u>\$ 2,915,931</u>		<u>\$ 3,230,330</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
PLANT & OTHER FUNDS (CONTINUED)**

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,730,697		\$ 1,730,697		\$ 1,907,507
TOTAL REVENUE	1,370,000	\$ (2,002)	1,359,065	99%	1,351,134
TOTAL EXPENSES	1,705,300	-	1,570,648	92%	1,446,112
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,519,113</u>		<u>\$ 1,812,529</u>
COMMONS (COM) & INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 296,501		\$ 296,501		\$ 409,258
TOTAL REVENUE	150,000	\$ 12,498	112,485	75%	112,489
TOTAL EXPENSES	250,000	-	2,582	1%	13,215
Encumbrances & Other Activity			-		(249,526)
Ending Balance			<u>\$ 406,404</u>		<u>\$ 259,006</u>
CAPITAL OUTLAY					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 6,930,271		\$ 6,930,271		\$ 6,800,139
TOTAL REVENUE	7,145,084	\$ 230,578	4,503,389	63%	4,109,991
TOTAL EXPENSES	6,238,974	115,449	354,449	6%	514,105
Encumbrances & Other Activity			(4,002,261)		(5,211,144)
Ending Balance			<u>\$ 7,076,950</u>		<u>\$ 5,184,881</u>
CAMPUS DEVELOPMENT FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,541,591		\$ 1,541,591		\$ 1,380,658
TOTAL REVENUE	816,000	\$ (1,201)	815,545	100%	810,650
TOTAL EXPENSES	1,115,000	9,990	60,667	5%	246,114
Encumbrances & Other Activity			(213,520)		(181,888)
Ending Balance			<u>\$ 2,082,949</u>		<u>\$ 1,763,305</u>
ALL OTHER FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,075,357		\$ 1,075,357		\$ (4,761,718)
TOTAL REVENUE	29,682,252	\$ 1,651,754	21,960,378	74%	35,972,716
TOTAL EXPENSES	29,682,252	1,372,992	21,608,261	73%	35,149,600
Encumbrances & Other Activity			1,116,952		5,201,387
Ending Balance			<u>\$ 2,544,426</u>		<u>\$ 1,262,785</u>
GRAND TOTAL ALL FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 145,168,117		\$ 145,168,117		\$ 145,911,195
TOTAL REVENUE	226,260,179	\$ 6,612,776	168,726,276	75%	176,412,382
TOTAL EXPENSES	245,082,997	21,704,552	174,326,707	71%	181,901,458
Encumbrances & Other Activity			(7,510,950)		(9,152,487)
Ending Balance			<u>\$ 132,056,736</u>		<u>\$ 131,269,631</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
INVESTMENTS**

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
Federal Farm Credit Bank	03/04/21	03/01/23	0.14%	\$ 7,000,000	
Commerce Bank CD	01/23/23	03/22/23	4.40%	5,000,000	
Commerce Bank CD	03/25/21	03/22/23	0.15%	100,000	
U.S. Treasury Note	01/21/22	04/15/23	0.67%		\$ 5,000,000
U.S. Treasury Note	04/30/21	04/30/23	0.15%		3,805,000
U.S. Treasury Note	05/07/21	04/30/23	0.14%		4,400,000
Commerce Bank CD	01/23/23	05/10/23	4.51%		7,000,000
U.S. Treasury Note	01/21/22	05/15/23	0.72%		5,000,000
U.S. Treasury Note	06/08/21	05/31/23	0.13%		5,000,000
U.S. Treasury Note	06/15/21	06/15/23	0.13%		5,000,000
U.S. Treasury Note	01/21/22	06/15/23	0.77%		5,000,000
U.S. Treasury Bill	12/29/22	06/29/23	4.45%		8,158,000
U.S. Treasury Note	01/21/22	07/15/23	0.81%		5,000,000
U.S. Treasury Bill	01/19/23	07/20/23	4.53%		7,160,000
U.S. Treasury Note	01/21/22	08/15/23	0.85%		5,000,000
U.S. Treasury Note	01/23/23	08/31/23	4.50%		5,000,000
U.S. Treasury Note	01/21/22	09/15/23	0.88%		5,000,000
Commerce Bank CD	03/23/23	09/21/23	4.40%		5,000,000
U.S. Treasury Note	01/23/23	09/30/23	4.54%		5,143,000
U.S. Treasury Note	01/21/22	10/15/23	0.91%		5,160,000
U.S. Treasury Note	01/23/23	10/31/23	4.52%		5,155,000
U.S. Treasury Note	01/31/22	11/15/23	1.03%		2,635,000
U.S. Treasury Note	02/09/22	11/15/23	1.20%		5,000,000
U.S. Treasury Note	06/03/22	11/30/23	2.32%		3,150,000
U.S. Treasury Note	06/03/22	12/15/23	2.36%		3,150,000
U.S. Treasury Note	01/23/23	12/15/23	4.51%		8,530,000
U.S. Treasury Note	06/03/22	12/31/23	2.37%		3,150,000
U.S. Treasury Note	06/03/22	01/15/24	2.39%		3,150,000
U.S. Treasury Note	06/03/22	01/31/24	2.41%		3,150,000
U.S. Treasury Note	06/03/22	02/15/24	2.42%		3,150,000
U.S. Treasury Note	06/03/22	02/29/24	2.43%		3,150,000
U.S. Treasury Note	06/03/22	03/15/24	2.46%		3,150,000
U.S. Treasury Note	06/03/22	03/31/24	2.47%		3,150,000
U.S. Treasury Note	04/14/22	04/15/24	0.38%		5,200,000
U.S. Treasury Note	06/03/22	04/30/24	2.50%		3,870,000
U.S. Treasury Note	06/03/22	05/15/24	2.53%		3,150,000
U.S. Treasury Note	06/03/22	05/31/24	2.55%		3,150,000
U.S. Treasury Note	08/15/22	06/30/24	3.05%		2,250,000
		TOTAL			158,116,000
Municipal Investment Pool: (MIP) Daily Rate	03/01/23	03/31/23	3.25%		913,839
		GRAND TOTAL			\$ 159,029,839

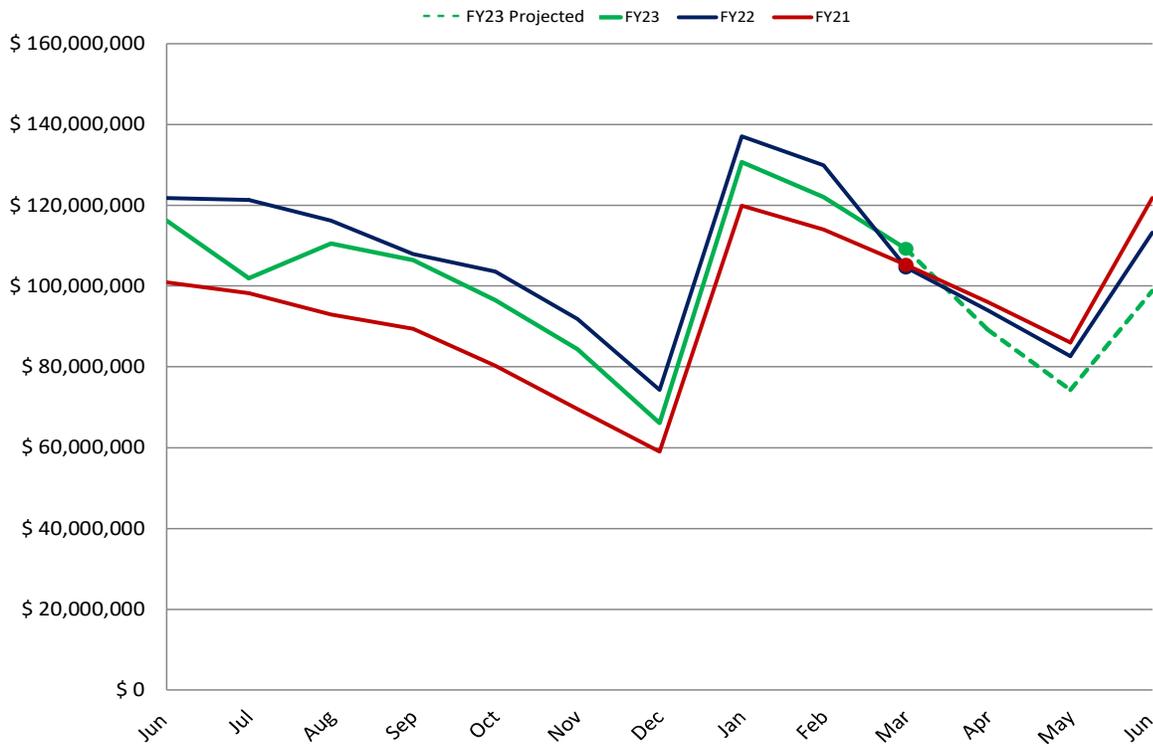


**JOHNSON COUNTY
COMMUNITY COLLEGE**

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
CASH AND POOLED INVESTMENT ANALYSIS**

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	\$ 140,571,640	\$ 31,328,805	\$ 109,242,834	\$ 104,591,557
Adult Supplementary Education Fund	1,794,662	840,346	954,316	2,299,279
Student Activity Fund	1,513,298	176,252	1,337,047	1,655,397
Motorcycle Driver Safety Fund	1,261,504	7,037	1,254,467	1,157,860
Truck Driver Training Fund	1,338,827	93,326	1,245,501	1,020,911
Auxiliary Enterprise Funds	706,322	408,469	297,853	2,276,272
Revenue Bond Debt Service Fund	1,559,951	40,838	1,519,113	1,812,529
COM & ITC Repair and Replacement Reserve Funds	406,404	-	406,404	259,006
Capital Outlay Funds	11,927,293	4,850,343	7,076,950	5,184,881
Campus Development Fund	2,385,676	302,728	2,082,949	1,763,305
Special Assessments Fund	1,463,218	284,273	1,178,945	1,406,728
All Other Funds	5,854,369	3,309,943	2,544,426	1,262,785
TOTAL	\$ 170,783,163	\$ 41,642,359	\$ 129,140,804	\$ 124,690,511

**General/Post-Secondary Technical Education (PTE) Funds
Unencumbered Cash 3 Yr Monthly Trend**



The line chart shows the unencumbered cash balances in the General Fund throughout the year for the last three years. For February, the ending balances were approximately \$122 million for 2023, \$130 million for 2022, and \$114 million for 2021. The estimated fiscal year 2023 ending balance is \$99 million.



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
MARCH 31, 2023
75% OF FISCAL YEAR EXPIRED
FOUNDATION**

	ACTIVITY YEAR TO DATE MARCH 31, 2023	PRIOR YEAR ACTIVITY TO DATE	\$	CHANGE	CHANGE	%
FOUNDATION						
Contribution Income	\$ 4,390,427	\$ 1,683,361				
Event Revenue	362,334	156,394				
Investment Income	2,382,690	1,198				
Other Revenue	42,354	12,912				
TOTAL REVENUE	<u>\$ 7,177,804</u>	<u>\$ 1,853,865</u>	\$	5,323,940		287.2 %
Student Assistance	\$ 762,810	\$ 13,529				
Program Support	560,937	220,467				
Project Support	2,264	1,505				
Campus Support	46,467	49,589				
Programming Expenses	169,637	252,068				
General & Administrative Expenses	347,863	240,533				
TOTAL EXPENSES	<u>\$ 1,889,978</u>	<u>\$ 777,691</u>	\$	1,112,287		143.0 %
Balance Forward	\$ 41,036,734	\$ 46,612,907				
Revenues Over Expenses	5,287,827	1,076,174				
Ending Balance	<u>\$ 46,324,561</u>	<u>\$ 47,689,081</u>	\$	(1,364,520)		(2.9) %

BOARD OF TRUSTEES MEETING DATES
FY24

FY24 Board of Trustees Meetings	
<u>2023</u>	<u>2024</u>
JULY 20	JANUARY 18
AUGUST 17	FEBRUARY 15
SEPTEMBER 14* (Revenue Neutral Rate Hearing and 2023-2024 Budget Public Hearing)	MARCH 21
OCTOBER 19	APRIL 18 (4:00 pm)
NOVEMBER 16	MAY 9*
DECEMBER 14*	JUNE 20

FY24 Committee Meetings	
<u>2023</u>	<u>2024</u>
JULY 6*	JANUARY 3
AUGUST 2	FEBRUARY 7
SEPTEMBER 6	MARCH 6
OCTOBER 4	APRIL 3
NOVEMBER 1	MAY 1
DECEMBER 6	JUNE 5

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

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the FY24 Board meeting and committee meeting dates, as listed above.

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

April 27, 2023

CASH DISBURSEMENT SUMMARY

REPORT:

This Cash Disbursement Summary Report includes the weekly totals for accounts payable, tuition refunds, and financial aid disbursements. Supplement A to the May 11, 2023 Board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
4/03/2023	00714073	Manual Check	4,928.00
4/07/2023	00714074 - 00714172	AP	411,238.04
4/07/2023	!0045206 - !0045290	ACH	695,266.57
4/07/2023	J0218500	P-Card ACH	149,354.45
4/14/2023	00714173 - 00714305	AP	351,246.80
4/14/2023	!0045291 - !0045353	ACH	2,028,871.60
4/14/2023	J0218537	P-Card ACH	105,096.62
4/21/2023	00714306 - 00714401	AP	341,966.70
4/21/2023	!0045354 - !0045412	ACH	329,927.63
4/21/2023	J0218583	P-Card ACH	175,366.90
			<hr/>
			\$4,593,263.31
			<hr/>

Tuition Refunds and Financial Aid Disbursements

4/07/2023	10190981 - 10191007	27,224.50
4/14/2023	10191008 - 10191028	26,406.06
4/21/2023	10191029 - 10191054	21,506.75
4/21/2023	10191055	500.00
4/01/2023-4/21/2023	Refund ACH	148,323.33
		<hr/>
		\$223,960.64
		<hr/>
Total Cash Disbursements		<u>\$4,817,223.95</u>

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees ratify the total cash disbursements as listed above and as contained in the supplement, for the total amount of \$4,817,223.95.

Janelle Vogler
Vice President and Chief Financial Officer

Rachel Lierz
Executive Vice President
Finance & Administrative Services

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

May 11, 2023

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grants and contracts have been approved for funding.

1. National Summer Transportation Institute (NSTI) Program
Funding Agency: U.S. Department of Transportation / Kansas Department of Transportation
Purpose: To host a summer camp for 20 students from low-income households entering 7th, 8th, or 9th grade. The camp will introduce students to career pathways in transportation industries, including railways, ground transportation, air, and inland waterways.
Duration: May 1, 2023 – July 31, 2023
Grant Administrator: Tim Frenzel
Amount Funded: \$15,462
JCCC Match: - 0 -
Applicant: JCCC

2. Adult Education Special Projects
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: To provide English language instruction classes to non-native English-speaking employees at Spectrum Brands (SB) in Gardner, KS to improve their language skills and on-the-job performance. SB has committed to recruiting at least 12 student-employees; providing space for training; purchasing books, laptops and headphones for participants, and paying employees for a portion of the time they spend in ESL classes.
Duration: May 3, 2023 – July 24, 2023
Grant Administrator: Janice Blansit
Amount Funded: \$3,600
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

Andrew W. Bowne
President

AFFILIATION, ARTICULATION AND REVERSE TRANSFER, COOPERATIVE AND OTHER AGREEMENTS

REPORT:

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

OTHER AGREEMENTS

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

Organization/ Individual	Program(s)	Credit/CE	New/Renewal and Term	Financial Impact/Additional Information
<p>Blue Valley School District, USD 229</p> <p>De Soto School District, USD 232</p>	<p>Career Ready</p>	<p>Credit</p>	<p>Renewal for 2023-2024</p>	<p>Cooperative Agreement: The college and high school will renew an MOU agreement establishing a Career Ready Partnership primarily serving high school juniors and seniors from the School District (“Program”). This Program will provide concurrent enrollment for academic college credit courses for students attending approved College courses.</p> <p>The Program will allow students the opportunity to simultaneously earn both high school credits and JCCC college credits.</p>

				<p>Transferability of JCCC course credits will depend on the courses taken and the requirements of the receiving higher education institution. This Program is designed to prepare high school students for successful careers and future educational opportunities by fully integrating high school, college, and career preparation and by encouraging high school and college completion rates.</p> <p>Financial impact to the College: The high schools pay tuition to the college for students enrolled in the Career Ready programs.</p>
<p>Baldwin City School District, USD 348</p> <p>Blue Valley School District, USD 229</p> <p>De Soto School District, USD 232</p> <p>Eudora School District, USD 491</p> <p>Gardner Edgerton School</p>	College Now	Credit	Renewal for 2023-2024	<p>Renewal of the combined Concurrent Enrollment Partnership (CEP) / Excel in CTE Initiative (formerly known as Senate Bill 155) Agreements for the Academic Year. Eligible high school students qualify for state funded college tuition when enrolled in approved tiered technical courses receiving Excel in CTE Initiative funding and are included as part of JCCC's College Now</p>

<p>District, USD 231</p> <p>Lawrence School District, USD 497</p> <p>Maranatha Christian Academy</p> <p>Olathe School District, USD 233</p> <p>St. James Academy</p> <p>St. Thomas Aquinas High School</p> <p>Shawnee Mission School District, USD 512</p> <p>Spring Hill School District, USD 230</p> <p>Southland Academy</p> <p>The Archdiocese of Kansas City in Kansas, Bishop Miede High School, USD 029</p>				<p>program.</p> <p>Financial impact to the college: The college reimburses school districts based on semester credit hour production generated by concurrent enrollment or Excel in CTE tuition reimbursement provided by the State.</p>
<p>De Soto School District, USD 232</p> <p>Lawrence Public Schools, USD 497, College and Career Center</p>	<p>Community Outreach – Credit Instruction</p>	<p>Credit</p>	<p>Renewal for 2023-2024</p>	<p>Renewal of the Facility Use Agreements for the Academic Year.</p> <p>Financial Impact: The college reimburses each facility for room usage based on the individual</p>

<p>Olathe Public Schools, USD 233</p> <p>The Dwayne Peaslee Technical Training Center</p> <p>The University of Kansas, KU Clinical Research Center</p>				<p>terms of the agreement.</p>
<p>VA Hospital – KC</p>	<p>Neuro-diagnostic Technology</p>	<p>Credit</p>	<p>New, AY 2023-2024</p>	<p>For the educational experience for students enrolled in the Neurodiagnostic Technology program. No financial impact.</p>

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

Andrew W. Bowne
 President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

May 11, 2023

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Pam Vassar, Deana Miller, Rebecca Anderson, Mary Ann Dickerson and Jody Cross are retiring from the college. They have requested that in lieu of a retirement gift, the \$150 designated for this gift be donated to the JCCC Foundation student scholarship fund. Ms. Vassar's funds will go to the MealSHARE Scholarship Fund, Deana Miller's funds and Rebecca Anderson's funds will go to the Terry Helmick Memorial Fund, Mary Ann Dickerson's funds will go to Student Basic Needs Center and Jody Cross' funds will go to the Food Pantry fund.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees authorize the transfer of \$750 from the general fund to the JCCC Foundation student scholarship fund in honor of Pam Vassar, Deana Miller, Rebecca Anderson, Mary Ann Dickerson and Jody Cross.

Colleen Chandler
Vice President, Human Resources

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

May 11, 2023

HUMAN RESOURCES

1. Retirement

LYLE GORTON, Maintenance Mechanic, Operations, effective January 31, 2024.

RECOMMENDATION:

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

2. Separations

RICHARD FLEMING, Professor Game Development, Academic Affairs, effective May 19, 2023.

JOSEPH MCKINSTRY, Assistant Coach Women's Basketball, Student Success & Engagement, effective April 28, 2023.

BETHANY PRITCHARD, Admissions Concierge, Student Success & Engagement, effective May 03, 2023.

RECOMMENDATION:

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

Colleen Chandler
Vice President, Human Resources

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

May 11, 2023

HUMAN RESOURCES ADDENDUM

1. Separations

APRIL WADE, Assistant Professor Computer Science, Academic Affairs, effective May 19, 2023.

STEVEN FRANKLIN, Coordinator Student Basic Needs, Student Success & Engagement, effective June 8, 2023.

RECOMMENDATION:

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

Colleen Chandler
Vice President, Human Resources

Andrew W. Bowne
President