

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

**Meeting – Board of Trustees  
Hugh Speer Board Room, GEB 137  
March 16, 2023 – 5:00 p.m.**

**AGENDA**

- |  |                        |
|--|------------------------|
| <b>I. CALL TO ORDER</b>                                    | <b>Trustee Cross</b>   |
| <b>II. PLEDGE OF ALLEGIANCE</b>                            | <b>Trustee Cross</b>   |
| <b>III. ROLL CALL</b>                                      | <b>Trustee Cross</b>   |
| <b>IV. AWARDS AND RECOGNITIONS</b>                         | <b>Trustee Cross</b>   |
| <b>A. Student Spotlight – Persephone Roberts</b>           |                        |
| <b>V. OPEN FORUM</b>                                       | <b>Trustee Cross</b>   |
| <b>VI. BOARD REPORTS</b>                                   |                        |
| <b>A. Student Senate</b>                                   | <b>Daniel Gonzales</b> |
| <b>B. College Lobbyist</b>                                 | <b>Dick Carter</b>     |
| <b>C. Faculty Association</b>                              | <b>Amanda Glass</b>    |
| <b>D. Johnson County Education Research Triangle</b>       | <b>Trustee Musil</b>   |
| <b>E. Kansas Association of Community College Trustees</b> | <b>Trustee Ingram</b>  |
| <b>F. Foundation</b>                                       | <b>Trustee Rattan</b>  |
| <b>G. College Council</b>                                  | <b>Jason Arnett</b>    |
| <b>VII. COMMITTEE REPORTS AND RECOMMENDATIONS</b>          |                        |
| <b>A. Audit Committee (pp 1-3)</b>                         | <b>Trustee Cross</b>   |
| <b>B. Board Governance Committee (pp 4-5)</b>              | <b>Trustee Musil</b>   |
| <b>C. Collegial Steering</b>                               | <b>Trustee Cross</b>   |

D. Inclusion & Belonging Committee (pp 6-8) Trustee Rattan

E. Management and Finance Committee (pp 9-15) Trustee Musil

Recommendation: GEB 1<sup>st</sup> Floor Remodel/Fire Sprinkler System (p 10)

Recommendation: HVAC Improvements Various JCCC Buildings (p 11)

Recommendation: Audit Co-Sourcing Services (p 12)

Recommendation: Financial Audit Services (p 13)

F. Student Success Committee (pp 16-17) Trustee Rayl

**VIII. PRESIDENT'S RECOMMENDATIONS FOR ACTION**

A. Treasurer's Report (pp 18-30)

Trustee Cross

B. Monthly Report to the Board

Dr. Andy Bowne

**IX. NEW BUSINESS**

A. Trustee Committee Assignment

Trustee Cross

**X. OLD BUSINESS**

Trustee Cross

**XI. CONSENT AGENDA**

Trustee Cross

A. Regular Monthly Reports and Recommendations

1. Minutes of Previous Meeting

2. Cash Disbursement Report (pp 31-32)

3. Grants, Contracts and Awards (pp 33-34)

4. Curriculum (pp 35-36)

5. Affiliation, Articulation and Reverse Transfer,  
Cooperative and Other Agreements (pp 37-38)

6. Retirement Tribute Fund (p 39)

B. Human Resources (p 40)

1. Separations

C. Human Resources Addendum

**XII. EXECUTIVE SESSION**

**XIII. ADJOURNMENT**

AUDIT COMMITTEE  
Minutes  
March 8, 2023

The Audit Committee met at 9:30 am on Wednesday, March 8, 2023, in the Hugh W. Speer Board Room. Those present were: Trustees Lee Cross and Nancy Ingram; staff Andy Bowne, Caitlin Murphy, Heather Callaway, Rachel Lierz, Phil Mein, Kelsey Nazar, and Liz Loomis, recorder.

Co-Source Audit Services: A Request for Proposal (RFP) went out for a co-source vendor to supplement audit staff and assist with risk assessments, planning and performing audits, and IT audit assistance. The selection committee was made up of: Heather Callaway, Director of Audit & Advisory Services, Rachel Lierz, EVP Finance and Administrative Services, Janelle Vogler, AVP Business Services, Rob Caffey, Chief Information Officer, and Phil Mein, Executive Director IT Security.

The Audit Committee approved the recommendation of BKD Forvis LLP for audit co-sourcing services, as will be presented by the Management and Finance committee at the March 16, 2023 board meeting for approval.

External Audit Services: A Request for Proposal (RFP) went out for external audit services related to the College's financial statement audit, uniform guidance single audit, and preparation of tax forms. The JCCC Foundation pays their respective financial statement and audit and tax preparation fees separately. The bid includes an additional \$5,600 is included as contingency for any required audits of additional major Federal programs. The selection committee was made up of: Rachel Lierz, EVP Finance and Administrative Services, Janelle Vogler, AVP Business Services, Heather Callaway, Director Audit & Advisory Services, Deb Nicholson, Director Accounting Services and Grants, Susan Black, Foundation Accountant, and Kailyn Witte, Manager Accounting and Grants.

The Audit Committee approved the recommendation of RubinBrown for financial audit services, as will be presented by the Management and Finance committee at the March 16, 2023 board meeting for approval.

Updates on Activities and Audits (AU-1):

Audit Risk Assessment: Internal is working on an audit risk assessment. They are creating a survey that will be sent to key stakeholders and will follow-up with interviews. This is being done to determine audit risks and internal controls that are in place and to determine if additional controls are needed. Once completed, risks will be scored, and an audit plan will be developed. The audit plan will be shared with Management and presented to the Audit Committee for approval.

Bookstore Operations and Controls Audit: Internal Audit met with the bookstore operations team on February 21, 2023 to begin an audit of the bookstore. IA will work with staff to complete process walk throughs to assist with the documentation of processes and controls. Detailed testing will be scheduled after processes are documented.

GLBA Risk Assessment: IT is working on a GLBA risk assessment and establishing 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 actions plans and remediations for the 2020 Athletics, 2022 Firearms, and 2022 Travel audits.

IT Audits:

Mr. Mein reviewed outstanding action plans and remediations for prior audits.

JCCC Ethics Update (AU-3)

Quarterly Report: Ms. Callaway presented the EthicsPoint cases received since the last meeting between the dates of December 3, 2022 through February 24, 2023 including a five-year lookback of cases.

The next Audit Committee meeting is scheduled for Wednesday, May 3, 2023 at 2:00 PM.

**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  
March 1, 2023

The Board Governance Committee met at 11:00 am on March 1, 2023 in the Hugh W. Speer Board Room. Those present were Trustees, Laura Smith-Everett; staff Andy Bowne, Caitlin Murphy, and Kelsey Nazar.

Process for Annual review of President

The Board Governance committee plans to review the Presidential Evaluation process. Trustee Smith-Everett tabled the discussion until April due to Trustee Musil's absence.

**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 AND BELONGING COMMITTEE  
Minutes  
March 1<sup>st</sup>, 2023

The Inclusion and Belonging Committee met at 10:40 a.m. on Wednesday, March 1, 2023, in the Hugh W. Speer Board Room. Those present were Trustees Dawn Rattan and Laura Smith-Everett; staff Dr. Andy Bowne, Caitlin Murphy, Kate Allen, Dr. Mickey McCloud, Dr. Judy Korb and Silvia Arellano Fernandez (recorder).

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

Kate Allen, Vice President, College Advancement and Government Affairs, introduced students Yassin Ali and Anthony Rima who represented the Student Veterans Association and also the Peer Advisors for Veteran Education programs on campus. They discussed their personal military backgrounds and the value of inclusion and belonging activities for students like them at JCCC. They expressed that balancing outside obligations with schoolwork is a challenge for those coming back to civilian life.

Monitor Benchmarking and Metrics: Data on Pell students (IB-2)

John Clayton and Natalie Alleman Beyers with the Office of Institutional Effectiveness, Planning and Research presented benchmarking information. The discussion focused on county census data in relation to JCCC's student population along with achievement challenges for the Pell student population. The data was compared with peer institutions from around the country.

Monitor Benchmarking and Metrics: Predictive Analytics (IB-2)

John Clayton introduced the Predictive Analytics concept which applies to both incoming and current students. The concept uses Term Model data to predict student retention, and the Core Success Model to help students navigate toxic course combinations. This helps inform how JCCC targets prospective students to encourage enrollment. An early take-away from this modeling work is that the largest predictor of success is a student's socio-economic status.



### Monitor Inclusion and Belonging Strategies and Initiatives: ACCT, DEI Checklist (IB-1)

Trustee Smith-Everett introduced the ACCT Checklist to support inclusion and belonging initiatives at community colleges. The document introduces steps to design and implement practices, processes, programs, and policies around inclusion. The goal of the Checklist is to create an action plan for the Board of Trustees that supports the growth of an equity mindset within a campus culture.

The committee adjourned at 11:45 a.m. The next Inclusion & Belonging Committee Meeting is scheduled for Wednesday, April 5, 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

March 1, 2023

The Management and Finance Committee met at 8:30 AM on Wednesday, March 1, 2023, in the Hugh Speer Board Room. Those present were Trustees Greg Musil and Mark Hamill; staff: Andy Bowne, Rob Caffey, Megan Casey, Jim Feikert, Tom Hall, Rachel Lierz, Caitlin Murphy, Janelle Vogler, Elisa Waldman and Whitney Williamson.

#### Student Transcript Withholding Process

Megan Casey, Director, Bursar Operations presented information on the College's current transcript withholding process for students with unpaid balances. She reviewed the current practice, along with student demographics, national trends, financial and benchmarking data. Effective with the Fall 2023 semester, the College will no longer withhold transcripts for students with unpaid balances.

#### GEB First Floor Remodel

An update on the remodel project of GEB first floor was given by Tom Hall, Associate Vice President, Campus Services and Facilities Planning. This is the third and final phase of the 2016 Facilities Master plan. The project includes a student experience corridor, board meeting room, President's suite, Administrative office suite, fire sprinkling system and student meeting space in COM 100. Completion is anticipated for April, 2024.

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed four Bid/RFP recommendations.

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

<b>Bid Title</b> <b>Total Contract Period</b> <b>Fund Source / Firms Notified</b>	<b>Vendors</b> <b>Original Bid Amounts</b>	<b>Single Purchase</b>	<b>Justification</b>
23-045 GEB 1st Floor Remodel/Fire Sprinkler System  Project completion  Fund Source: 7146, Phase 3 Facilities Master Plan Firms Notified: 123	1. <b>GPS-KC: \$3,967,132</b> 2. Infinity Group: \$4,235,165 3. Zimmerman Construction: \$4,343,500	<b>\$4,363,845.20</b> <i>Single Purchase</i> <i>(includes 10% contingency - \$396,713.20)</i>	Low Bid
<b>PURPOSE &amp; DESCRIPTION</b>			
The purpose of this Request for Bid (RFB) is for the renovation of the 1st Floor and a new fire suppression sprinkler system to be added (on all three levels and the penthouse) in the General Education Building (GEB) on the JCCC main campus.			
<b>EVALUATION COMMITTEE</b>			
<ul style="list-style-type: none"> <li>• Brett Edwards: Director, Campus Services &amp; Energy Management</li> <li>• Tom Hall: Associate Vice President, Campus Services</li> <li>• Larry Allen: Senior Buyer, Procurement Services</li> </ul>			
<b>MANAGEMENT &amp; FINANCE COMMITTEE RECOMMENDATION</b>			
<p><b>It is the recommendation of the Management &amp; Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the low bid from GPS-KC for the renovation of the 1st Floor and a new fire suppression sprinkler system in the General Education Building (GEB), in the amount of \$3,967,132.00, with an additional 10% contingency of \$396,713.20 to allow for possible unforeseen costs, for a total amount of \$4,363,845.20.</b></p>			

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

<b>Bid Title Total Contract Period Fund Source / Firms Notified</b>	<b>Vendors Original Bid Amounts</b>	<b>Single Purchase</b>	<b>Justification</b>
23-079 HVAC Improvements Various JCCC Buildings  Project Completion  Fund Source: 7111, Capital Outlay Firms Notified: 107	<b>COM</b> 1. <b>SGI: \$89,520</b> 2. Stanger Industries: \$141,000 3. Barnes & Dodge: \$204,537	<b>\$98,472</b> <i>Single Purchase (includes 10% contingency - \$8,952.00)</i>	Low Bid
	<b><u>VAV Box &amp; Duct Heaters, MTC, Cosmetology, CTEC &amp; SC</u></b> 1. <b>Martin Mechanical: \$227,074</b> 2. Stanger Industries: \$253,000 3. SGI: Did not bid all items 4. Barnes & Dodge: Did not bid all items	<b>\$249,781.40</b> <i>Single Purchase (includes 10% contingency - \$22,707.40)</i>	Low Bid
	<b><u>RC Phoenix System Conversion</u></b> 1. <b>Associated Air Products, Inc.: \$59,454</b>	<b>\$65,399.40</b> <i>Single Purchase (includes 10% contingency - \$5,945.40)</i>	Low Bid

**PURPOSE & DESCRIPTION**

The purpose of this Request for Bid (RFB) is for various HVAC improvements on the main campus and the Cosmetology building.

**EVALUATION COMMITTEE**

- Brett Edwards: Director, Campus Services & Energy Management
- Tom Hall: Associate Vice President, Campus Services
- Larry Allen: Senior Buyer, Procurement Services

**MANAGEMENT & FINANCE COMMITTEE RECOMMENDATION**

**It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the low bids from the following companies: SGI in the amount of \$89,520 for the COM Building; Martin Mechanical in the amount of \$227,074 for the VAV Box/Duct Heaters, MTC, Cosmetology, CTEC and SC Buildings; and Associated Air Products in the amount of \$59,454 for the Regnier Center Building, with an additional 10% contingency of \$37,604.80 to allow for possible unforeseen costs, for HVAC improvements to various buildings, for a total estimated expenditure of \$413,652.80.**

**AWARD OF BIDS/RFPs - MULTI-YEAR PURCHASE: \$150,000+**

**MARCH 2023 MANAGEMENT & FINANCE COMMITTEE**

<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 Amount</b>	<b>Justification</b>		
23-070 Audit Co-Sourcing Services  Base Year, 4 Renewal Option Years: 4/1/2023 - 3/31/2028  Base Year  Fund Source: 0201, General Firms Notified: 260	<ol style="list-style-type: none"> <li>1. <b>BKD Forvis LLP</b></li> <li>2. Armamino LLP</li> <li>3. CliftonLarsonAllen LLP</li> <li>4. CBIZ</li> <li>5. Weaver</li> </ol> <p align="center"><i>No flat-fee pricing as hourly rates were requested</i></p>	<p align="center"> <b>\$100,000*</b>  <b>\$350,000*</b> </p> <p align="center"><i>*Estimates only; based on anticipated needs</i></p>	A thorough evaluation process was conducted which included reviewing and ranking the written proposals according to the evaluation criteria defined within the RFP and interviewing vendors. At the conclusion of the evaluation process, it was determined that BKD Forvis best met the needs of the college.		
<b>PURPOSE &amp; DESCRIPTION</b>					
The purpose of this RFP is to establish a contract for audit co-sourcing services. The Contractor shall provide services as-needed, at JCCC's discretion, to perform audit services. Work shall be performed under the direction of JCCC's Audit Services or Information Services departments as applicable. The initial term of the contract will be from April 1, 2023 through March 31, 2024 and is renewable for four additional years, in one-year increments, upon the approval of both parties.					
<b>EVALUATION COMMITTEE</b>					
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>• Heather Callaway: Director Audit &amp; Advisory Services</li> <li>• Rachel Lierz: Executive Vice President Finance &amp; Administrative Services</li> <li>• Janelle Vogler: Associate Vice President Business Services</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>• Phil Mein: Executive Director IT Security</li> <li>• Rob Caffey: Vice President Information Services</li> <li>• Jim Feikert: Executive Director Procurement Services</li> </ul> </td> </tr> </table>				<ul style="list-style-type: none"> <li>• Heather Callaway: Director Audit &amp; Advisory Services</li> <li>• Rachel Lierz: Executive Vice President Finance &amp; Administrative Services</li> <li>• Janelle Vogler: Associate Vice President Business Services</li> </ul>	<ul style="list-style-type: none"> <li>• Phil Mein: Executive Director IT Security</li> <li>• Rob Caffey: Vice President Information Services</li> <li>• Jim Feikert: Executive Director Procurement Services</li> </ul>
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<b>MANAGEMENT &amp; FINANCE COMMITTEE RECOMMENDATION</b>					
<p><b>It is the recommendation of both the Audit Committee and the Management &amp; Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the proposal from BKD Forvis for audit co-sourcing services for an estimated base year of \$100,000 and a total estimated expenditure of \$350,000 including the renewal options, through 2028.</b></p>					

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

Bid Title Total Contract Period Fund Source / Firms Notified	Vendors Original Bid Amounts First Year / Multi-Year Total (if applicable)	Current Year Amount Multi-year Amount	Justification
23-077 Financial Audit Services  Base Year, 4 Renewal Option Years: 5/1/2023 - 4/30/2028  Base Year  Fund Source: 0201 General Firms Notified: 60	<ol style="list-style-type: none"> <li>1. RubinBrown: \$100,245 / \$548,530</li> <li>2. BKD Forvis LLP: \$117,300 / \$635,335 <i>(estimated at 4% CPI minimum annual increase)</i></li> </ol> <p align="center"><i>Note - Fees do not include the JCCC Foundation</i></p>	<p><b>\$100,245</b> \$548,530</p>	A thorough evaluation process was conducted which included reviewing and ranking the written proposals according to the evaluation criteria defined within the RFP and interviewing vendors. At the conclusion of the evaluation process, it was determined that RubinBrown best met the needs of the college.
<b>PURPOSE &amp; DESCRIPTION</b>			
The purpose of this RFP is to establish a contract for the annual external audit services related to the College’s financial statement audit, uniform guidance single audit, and preparation of tax forms. The JCCC Foundation pays their respective annual financial statement audit and tax preparation fees separately. Note: The annual fee does not include Out-of-Pocket technology and administrative expenses. An additional \$6,500 is included as contingency for any required audits of additional major Federal programs. The initial term of the contract will be from May 1, 2023 through April 30, 2024 and is renewable for four additional years, in one-year increments, upon the approval of both parties.			
<b>EVALUATION COMMITTEE</b>			
<ul style="list-style-type: none"> <li style="width: 50%;">• Heather Callaway: Director Audit and Advisory Services</li> <li style="width: 50%;">• Kailyn Witte: Manager Accounting and Grants</li> <li style="width: 50%;">• Rachel Lierz: Executive Vice President Finance &amp; Administrative Services</li> <li style="width: 50%;">• Susan Black: Foundation Accountant</li> <li style="width: 50%;">• Janelle Vogler: Associate Vice President Business Services</li> <li style="width: 50%;">• Jim Feikert: Executive Director Procurement Services</li> <li style="width: 50%;">• Deb Nicholson: Director Accounting Services and Grants</li> </ul>			
<b>MANAGEMENT &amp; FINANCE COMMITTEE RECOMMENDATION</b>			
<b>It is the recommendation of both the Audit Committee and the Management &amp; Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the proposal from RubinBrown for financial audit services for a base year of \$100,245 and a total expenditure of \$548,530 including the renewal options, through 2028.</b>			

### Other agreements

There were two agreements presented. First, an agreement with the National Gallery of Art, Los Angeles County Museum of Art for outbound loan of artwork. The second agreement is with KC Scholars to provide scholarships to adults for training in high demand workforce sectors.

Details can be found in the consent agenda portion of the March 16 board packet.

### Informational Items

There were no questions related to the informational items provided in the Management and Finance meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, April 5, 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

March 1, 2023

The Student Success Committee met at 10:00 a.m. on Wednesday, March 1, 2023, in the Hugh W. Speer Board Room. Those present were Trustee Rayl; staff Mickey McCloud, Judy Korb, Elisa Waldman, Pam Vassar, Beth Edmonds, Suneetha Menon and Anne Dotterweich, recorder.

Monitor Student Engagement Process (SS2)

Beth Edmonds and Suneetha Menon provided an overview of the JCCC STEM Scholarship Program which is grant-funded by the National Science Foundation. Eligible students must have a demonstrated financial need, be academically talented, pursuing an AS in a STEM field and intend to transfer to a four-year college. Track 1 of the program started in 2015 and Track 2 is funded through 2028. Track 2 will increase the emphasis on assisting students transferring to a four-year university. Important aspects of the scholarship program from across campus include student connections, mentoring, academic and social support services and semester planning, which in combination with the financial support, increase the chance of student success. Within two years after transfer, 100% of Track 1 students who transferred to a four-year university graduated with a STEM bachelor's degree. To date, \$1,283,110 in scholarship money has been disbursed over the two grants.

A student's video testimonial credited the scholarship with supporting and encouraging her as a first gen student to earn her bachelor's degree.

The next Student Success Committee meeting is scheduled for Wednesday, April 5, 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

March 2, 2023

TREASURER'S REPORT

REPORT:

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

An ad valorem tax distribution of \$65,017,863 was received from the county treasurer during January and was distributed as follows:

General Fund	\$ 61,090,077
Special Assessment Fund	153,549
Capital Outlay fund	<u>3,774,237</u>
TOTAL	\$ <u>65,017,863</u>

Also during January, state aid payments of \$12,374,348 were received and recorded as follows:

General Fund	\$8,775,253
Postsecondary Technical Education Fund	<u>3,599,095</u>
TOTAL	\$ <u>12,374,348</u>

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 January 2023, subject to audit.**

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Janelle Vogler  
Vice President and Chief Financial Officer

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Rachel Lierz  
Executive Vice President, Finance &  
Administrative Services

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Andrew W. Bowne  
President

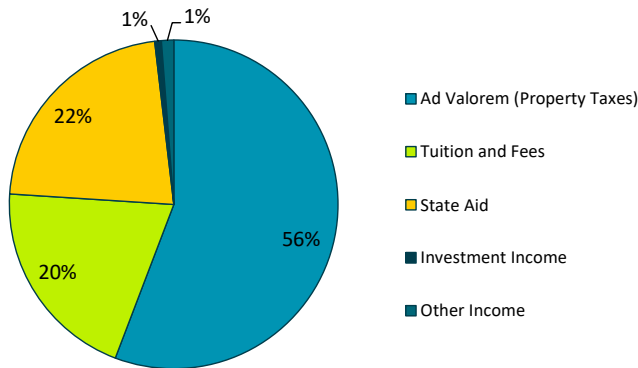
**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% OF FISCAL YEAR EXPIRED  
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS**

	ADOPTED BUDGET 2022-2023	ACTIVITY THIS MONTH 2022-2023	ACTIVITY YEAR TO DATE 2022-2023	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
<b>GENERAL/PTE FUNDS</b>					
Ad Valorem (Property Taxes)	\$ 115,309,042	\$ 61,090,077	\$ 68,096,515	59%	\$ 66,340,932
Tuition and Fees	26,650,272	10,207,039	24,679,013	93%	23,633,908
State Aid	23,978,269	12,374,348	27,036,357	113%	24,702,996
Investment Income	500,000	267,736	788,854	158%	177,312
Other Income	2,583,499	204,415	1,471,466	57%	1,424,004
<b>TOTAL REVENUE</b>	<b>\$ 169,021,082</b>	<b>\$ 84,143,615</b>	<b>\$ 122,072,205</b>	<b>72%</b>	<b>\$ 116,279,152</b>
Salaries and Benefits	\$ 131,033,857	\$ 9,494,619	\$ 71,151,637	54%	\$ 66,016,764
Current Operating	31,031,288	2,517,777	16,463,471	53%	12,911,430
Capital	17,696,597	1,628,234	2,455,293	14%	3,085,234
Debt Service	3,685,988	-	2,903,944	79%	2,853,114
<b>TOTAL EXPENSES</b>	<b>\$ 183,447,730</b>	<b>\$ 13,640,630</b>	<b>\$ 92,974,344</b>	<b>51%</b>	<b>\$ 84,866,543</b>

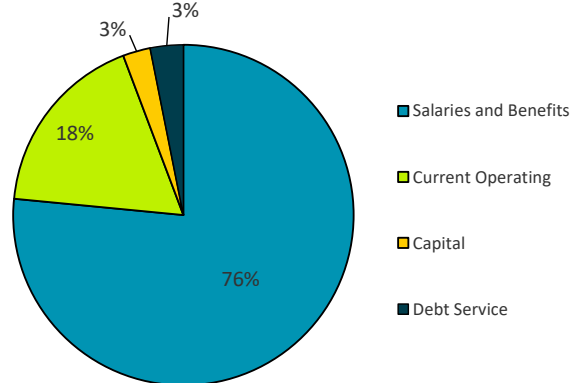
**Unencumbered Cash Rollforward:**

Beginning Balance		\$ 117,046,418	\$ 121,836,284
Revenues Over Expenses		29,097,860	31,412,609
Encumbrances & Other Activity		(15,422,211)	(16,147,637)
Ending Balance		<u>\$ 130,722,067</u>	<u>\$ 137,101,256</u>

**Actual YTD Revenues by Source**



**Actual YTD Expenses by Source**



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% 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	\$ 6,791,397	\$ 52,226,782	53%	\$ 48,312,598	8%
Benefits	33,350,600	2,703,222	18,924,854	57%	17,704,166	7%
Event Officials	64,682	13,914	57,557	89%	46,003	25%
Legal Services	135,000	-	25,448	19%	139,202	-82%
Audit Services	91,000	-	49,800	55%	62,260	-20%
Collection Costs	72,000	897	12,850	18%	18,960	-32%
Insurance, Property/Casualty & Rel	1,136,920	352	964,281	85%	913,990	6%
Contracted Services	7,964,536	808,094	3,718,184	47%	3,362,291	11%
SB 155 Shared Funding Payments	375,000	210,559	210,559	56%	-	100%
Overnight Travel	921,363	49,502	322,016	35%	180,845	78%
Travel - AQIP	6,600	-	529	8%	-	100%
Staff Development Travel	382,797	51,526	165,542	43%	85,542	94%
Faculty Continuing Ed Grants	19,000	1,294	14,303	75%	5,052	183%
Tuition Reimbursement	550,000	157,981	360,173	65%	194,560	85%
Same Day Travel	103,264	3,415	25,432	25%	16,146	58%
Supplies and Materials	5,397,791	273,789	2,608,919	48%	1,981,420	32%
Computer Software Licenses	4,876,112	163,232	3,116,163	64%	1,922,345	62%
Technical Training Travel	68,689	1,150	27,335	40%	24,511	12%
Applicant Travel	15,000	1,647	7,354	49%	3,832	92%
Recruiting Travel	24,648	474	7,733	31%	9,846	-21%
Printing, Binding & Publications	172,850	33,433	70,309	41%	35,806	96%
Advertising and Promotions	1,053,971	85,794	635,481	60%	408,257	56%
Memberships	398,157	13,311	282,409	71%	231,651	22%
Accreditation Expenses	43,910	-	25,355	58%	17,598	44%
Bad Debt Expense	350,000	-	130,000	37%	175,000	-26%
Electric	2,750,000	408,765	1,666,122	61%	1,431,642	16%
Water	170,000	6,327	130,721	77%	105,389	24%
Natural Gas	80,000	22,681	52,723	66%	21,881	141%
Telephone	333,713	5,679	287,117	86%	239,680	20%
Gasoline	70,000	3,256	37,247	53%	33,441	11%
Subscriptions	472,969	34,866	282,728	60%	308,370	-8%
Rentals and Leases	624,585	41,363	311,464	50%	355,587	-12%
Repairs and Maintenance	631,379	31,360	312,257	49%	245,414	27%
Freight	122,680	36,243	81,037	66%	7,369	1000%
Special Events	314,989	14,119	103,116	33%	63,750	62%
Retirement Recognitions	7,500	2,095	4,739	63%	1,622	192%
Postage	266,059	14,359	119,571	45%	161,753	-26%
Contingency	122,000	-	3,000	2%	-	100%
Remodeling and Renovations	1,878,450	20,102	79,522	4%	172,050	-54%
Library Books	164,967	10,547	62,604	38%	59,151	6%
Furniture and Equipment	1,611,764	180,048	566,677	35%	919,820	-38%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	14,180,500	1,417,538	1,746,490	12%	1,934,214	-10%
Land Improvements	-	-	-	0%	-	0%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	537,540	-	152,549	28%	10,900	1300%
Foster Care & Killed on Duty Grant	80,000	26,299	43,004	54%	45,137	-5%
Federal SEOG Match	80,000	-	38,344	48%	44,377	-14%
Principal Payments	2,070,000	-	2,070,000	100%	1,970,000	5%
Interest Payments	1,614,488	-	833,115	52%	882,364	-6%
Fee Payments	1,500	-	829	55%	750	11%
<b>TOTAL EXPENSES</b>	<b>\$ 183,447,730</b>	<b>\$ 13,640,630</b>	<b>\$ 92,974,344</b>	<b>51%</b>	<b>\$ 84,866,543</b>	<b>10%</b>



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% 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
<b>ADULT SUPPLEMENTARY EDUCATION FUND</b>					
Tuition and Fees	\$ 4,981,300	\$ 262,632	\$ 1,641,950	33%	\$ 3,004,515
Investment Income	15,000	3,439	13,842	92%	4,090
Other Income	1,600,600	50,794	572,591	36%	452,312
<b>TOTAL REVENUE</b>	<u>\$ 6,596,900</u>	<u>\$ 316,865</u>	<u>\$ 2,228,383</u>	<u>34%</u>	<u>\$ 3,460,917</u>
Salaries and Benefits	\$ 3,445,489	\$ 166,032	\$ 1,226,841	36%	\$ 1,295,120
Current Operating	4,901,791	160,374	1,398,957	29%	1,411,167
Capital	143,189	-	18,585	13%	27,482
<b>TOTAL EXPENSES</b>	<u>\$ 8,490,469</u>	<u>\$ 326,406</u>	<u>\$ 2,644,382</u>	<u>31%</u>	<u>\$ 2,733,768</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 2,208,861		\$ 2,305,316
Revenues Over Expenses			(415,999)		727,149
Encumbrances & Other Activity			(1,004,460)		(539,253)
Ending Balance			<u>\$ 788,402</u>		<u>\$ 2,493,212</u>
<b>STUDENT ACTIVITY FUND</b>					
Tuition and Fees	\$ 1,904,000	\$ 774,445	\$ 1,870,255	98%	\$ 1,864,114
Investment Income	8,000	2,963	10,504	131%	2,692
Other Income	9,500	470	4,031	42%	2,727
<b>TOTAL REVENUE</b>	<u>\$ 1,921,500</u>	<u>\$ 777,879</u>	<u>\$ 1,884,790</u>	<u>98%</u>	<u>\$ 1,869,533</u>
Salaries and Benefits	\$ 289,753	\$ 16,980	\$ 162,925	56%	\$ 86,928
Current Operating	839,649	54,342	371,012	44%	252,680
Capital	-	-	-	100%	-
Grants/Scholarships	1,452,295	447,161	1,097,838	76%	582,637
<b>TOTAL EXPENSES</b>	<u>\$ 2,581,697</u>	<u>\$ 518,482</u>	<u>\$ 1,631,776</u>	<u>63%</u>	<u>\$ 922,246</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,478,536		\$ 1,380,759
Revenues Over Expenses			253,014		947,287
Encumbrances & Other Activity			(221,283)		(93,625)
Ending Balance			<u>\$ 1,510,267</u>		<u>\$ 2,234,421</u>





**JOHNSON COUNTY COMMUNITY COLLEGE**  
**TREASURER'S REPORT**  
**JANUARY 31, 2023**  
**58.3% 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
<b>MOTORCYCLE DRIVER SAFETY FUND</b>					
Tuition and Fees	\$ 110,000	\$ 10,737	\$ 79,940	73%	\$ 75,421
Other Income	40,000	-	41,410	104%	43,840
<b>TOTAL REVENUE</b>	<b>\$ 150,000</b>	<b>\$ 10,737</b>	<b>\$ 121,350</b>	<b>81%</b>	<b>\$ 119,261</b>
Salaries and Benefits	\$ 66,000	\$ -	\$ 39,712	60%	\$ 29,073
Current Operating	22,800	-	550	2%	6,288
Capital	21,000	-	-	0%	-
<b>TOTAL EXPENSES</b>	<b>\$ 109,800</b>	<b>\$ -</b>	<b>\$ 40,261</b>	<b>37%</b>	<b>\$ 35,360</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,161,804		\$ 1,046,298
Revenues Over Expenses			81,088		83,901
Encumbrances & Other Activity			720		776
Ending Balance			<b>\$ 1,243,613</b>		<b>\$ 1,130,975</b>
<b>TRUCK DRIVER TRAINING COURSE FUND</b>					
Tuition and Fees	\$ 625,000	\$ 12,366	\$ 390,657	63%	\$ 506,344
<b>TOTAL REVENUE</b>	<b>\$ 625,000</b>	<b>\$ 12,366</b>	<b>\$ 390,657</b>	<b>63%</b>	<b>\$ 506,344</b>
Salaries and Benefits	\$ 299,373	\$ 49,831	\$ 214,879	72%	\$ 152,523
Current Operating	716,500	22,784	101,619	14%	102,842
Capital	-	-	-	100%	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,015,873</b>	<b>\$ 72,615</b>	<b>\$ 316,498</b>	<b>31%</b>	<b>\$ 255,365</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,102,867		\$ 774,134
Revenues Over Expenses			74,158		250,979
Encumbrances & Other Activity			(89,793)		(38,192)
Ending Balance			<b>\$ 1,087,233</b>		<b>\$ 986,921</b>
<b>SPECIAL ASSESSMENTS FUND</b>					
Ad Valorem (Property Taxes)	\$ 483,226	\$ 153,549	\$ 181,217	38%	\$ 262,731
Interest Income	-	2,452	8,676	100%	1,754
<b>TOTAL REVENUE</b>	<b>\$ 483,226</b>	<b>\$ 156,001</b>	<b>\$ 189,893</b>	<b>39%</b>	<b>\$ 264,486</b>
Current Operating	\$ 300,000	\$ 10,570	\$ 337,456	112%	\$ 220,283
<b>TOTAL EXPENSES</b>	<b>\$ 300,000</b>	<b>\$ 10,570</b>	<b>\$ 337,456</b>	<b>112%</b>	<b>\$ 220,283</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,584,726		\$ 1,357,626
Revenues Over Expenses			(147,564)		44,202
Encumbrances & Other Activity			(284,063)		(10,519)
Ending Balance			<b>\$ 1,153,100</b>		<b>\$ 1,391,309</b>



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% 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
<b>REVENUES</b>					
Concessions	\$ 25,000	\$ -	\$ 46	0%	\$ -
Cosmetology	9,000	1,429	12,570	140%	15,035
Bookstore	6,839,700	1,741,652	4,709,436	69%	3,614,063
Dining Services	2,546,000	93,218	1,227,736	48%	549,917
The Market	-	-	- *	0%	168,303
Vending	-	-	- *	0%	58,425
Hiersteiner Center	1,123,435	98,291	561,150	50%	349,294
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,500	-	775	52%	179
Hospitality Management & Pastry Program	57,500	1,889	28,945	50%	19,032
Café Tempo	-	-	- *	0%	-
Campus Farm	16,000	17	13,791	86%	12,401
Investment Income	15,000	3,540	11,438	76%	4,187
<b>TOTAL REVENUES</b>	<b>\$ 10,635,135</b>	<b>\$ 1,940,036</b>	<b>\$ 6,565,886</b>	<b>62%</b>	<b>\$ 4,790,836</b>
<b>EXPENSES</b>					
Concessions	\$ 27,000	\$ -	\$ 772	3%	\$ -
Cosmetology	9,500	1,020	8,119	85%	6,726
Bookstore	6,777,985	780,196	3,731,037	55%	3,802,424
Dining Services	4,390,064	290,915	2,054,149	47%	1,374,703
The Market	-	-	- *	0%	273,705
Vending	-	-	- *	0%	18,742
Hiersteiner Center	1,843,853	143,805	945,058	51%	818,963
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	613
Dental Hygiene	1,500	-	1,416	94%	708
Hospitality Management & Pastry Program	60,000	3,826	29,909	50%	9,412
Café Tempo	-	-	- *	0%	1,344
Campus Farm	16,000	1,963	5,909	37%	5,883
<b>SUBTOTAL</b>	<b>\$ 13,127,903</b>	<b>\$ 1,221,726</b>	<b>\$ 6,776,367</b>	<b>52%</b>	<b>\$ 6,313,222</b>
<b>Other Auxiliary Services Expenses</b>					
Auxiliary Construction	\$ 35,000	\$ -	\$ 2,347	7%	\$ 28,089
Director	53,300	-	297	1%	9,458
<b>TOTAL EXPENSES</b>	<b>\$ 13,216,203</b>	<b>\$ 1,221,726</b>	<b>\$ 6,779,011</b>	<b>51%</b>	<b>\$ 6,350,769</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,838,826		\$ 4,198,857
Revenues Over Expenses			(213,125)		(1,559,933)
Encumbrances & Other Activity			1,000		(32,903)
Ending Balance			<b>\$ 1,626,701</b>		<b>\$ 2,606,021</b>

\*Activity has been combined into Dining Services in FY23.



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% 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	4,451	8,309	(3,858)
Bookstore	978,399	(188,360)	1,166,760
Dining Services	(826,413)	(824,786)	(1,627)
The Market	- *	(105,402)	105,402
Vending	- *	39,683	(39,683)
Hiersteiner Center	(383,908)	(469,669)	85,761
HVAC Auxiliary & Auto Technology Project	-	(613)	613
Dental Hygiene	(641)	(529)	(112)
Hospitality Management & Pastry Program	(964)	9,619	(10,583)
Café Tempo	- *	(1,344)	1,344
Campus Farm	7,882	6,518	1,364
	<u>\$ (221,919)</u>	<u>\$ (1,526,574)</u>	<u>\$ 1,304,655</u>

\*Activity has been combined into Dining Services in FY23.



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% 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
<b>ARTS BUILDING CONSTRUCTION FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,140,023		\$ 1,140,023		\$ 1,431,548
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	138,222	396	181,371	131%	28,993
Encumbrances & Other Activity			(796,839)		(219,560)
Ending Balance			<u>\$ 161,813</u>		<u>\$ 1,182,995</u>
<b>CAREER AND TECHNICAL EDUCATION CONSTRUCTION FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,579,304		\$ 1,579,304		\$ 1,735,610
TOTAL REVENUE	-	\$ -	-	0%	(104,990)
TOTAL EXPENSES	79,304	-	15,948	20%	1,614
Encumbrances & Other Activity			(1,563,356)		(30,392)
Ending Balance			<u>\$ -</u>		<u>\$ 1,598,614</u>
<b>ATB RENOVATION FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 133,094		\$ 133,094		\$ 134,563
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	133,094	-	-	0%	8,584
Encumbrances & Other Activity			(133,094)		7,087
Ending Balance			<u>\$ -</u>		<u>\$ 133,065</u>
<b>OUTDOOR SITE &amp; ATHLETIC IMPROVEMENT</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 169,504		\$ 169,504		\$ (1,355)
TOTAL REVENUE	-	\$ -	2,400	0%	104,990
TOTAL EXPENSES	224,130	-	15,593	7%	186,363
Encumbrances & Other Activity			(156,310)		109,587
Ending Balance			<u>\$ -</u>		<u>\$ 26,859</u>
<b>RESOURCE CENTERS BACKFILLS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 797,141		\$ 797,141		\$ 328,643
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	497,141	-	-	0%	69,180
Encumbrances & Other Activity			(797,141)		66,225
Ending Balance			<u>\$ -</u>		<u>\$ 325,688</u>
<b>PHASE 3 FACILITIES MASTER PLAN</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 3,352,596		\$ 3,352,596		\$ 3,647,068
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	6,443,989	190	187,910	3%	1,261,768
Encumbrances & Other Activity			3,665,492		871,056
Ending Balance			<u>\$ 6,830,178</u>		<u>\$ 3,256,356</u>



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% 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
<b>REVENUE BOND DEBT SERVICE FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,730,697		\$ 1,730,697		\$ 1,907,507
TOTAL REVENUE	1,370,000	\$ 555,494	1,341,290	98%	1,335,314
TOTAL EXPENSES	1,705,300	-	1,570,648	92%	1,446,112
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,501,339</u>		<u>\$ 1,796,709</u>
<b>COMMONS (COM) &amp; INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 296,501		\$ 296,501		\$ 409,258
TOTAL REVENUE	150,000	\$ 12,498	87,488	58%	87,492
TOTAL EXPENSES	250,000	-	2,582	1%	2,841
Encumbrances & Other Activity			-		(259,900)
Ending Balance			<u>\$ 381,407</u>		<u>\$ 234,009</u>
<b>CAPITAL OUTLAY</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 6,930,271		\$ 6,930,271		\$ 6,800,139
TOTAL REVENUE	7,145,084	\$ 3,796,112	4,248,255	59%	3,887,952
TOTAL EXPENSES	6,238,974	172,835	123,753	2%	327,899
Encumbrances & Other Activity			(2,447,231)		(5,579,092)
Ending Balance			<u>\$ 8,607,541</u>		<u>\$ 4,781,100</u>
<b>CAMPUS DEVELOPMENT FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,541,591		\$ 1,541,591		\$ 1,380,658
TOTAL REVENUE	816,000	\$ 333,296	804,881	99%	801,157
TOTAL EXPENSES	1,115,000	1,295	49,427	4%	25,630
Encumbrances & Other Activity			(8,415)		(399,378)
Ending Balance			<u>\$ 2,288,630</u>		<u>\$ 1,756,807</u>
<b>ALL OTHER FUNDS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,075,357		\$ 1,075,357		\$ (4,761,718)
TOTAL REVENUE	29,682,252	\$ 523,888	14,035,407	47%	22,776,195
TOTAL EXPENSES	29,682,252	7,318,060	19,357,687	65%	22,126,684
Encumbrances & Other Activity			247,345		4,371,498
Ending Balance			<u>\$ (3,999,577)</u>		<u>\$ 259,292</u>
<b>GRAND TOTAL ALL FUNDS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 145,168,117		\$ 145,168,117		\$ 145,911,195
TOTAL REVENUE	226,260,179	\$ 92,578,787	153,972,885	68%	156,178,639
TOTAL EXPENSES	245,082,997	24,589,297	135,547,305	55%	130,030,949
Encumbrances & Other Activity			(9,690,983)		(8,763,276)
Ending Balance			<u>\$ 153,902,714</u>		<u>\$ 163,295,609</u>



**JOHNSON COUNTY  
COMMUNITY COLLEGE**

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% OF FISCAL YEAR EXPIRED  
INVESTMENTS**

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
Commerce Bank CD	01/23/23	02/22/23	4.31%		\$ 7,000,000
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
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			<u>172,216,000</u>
Municipal Investment Pool: (MIP) Daily Rate	01/01/23	01/31/23	3.00%		10,473,837
		GRAND TOTAL			<u>\$ 182,689,837</u>

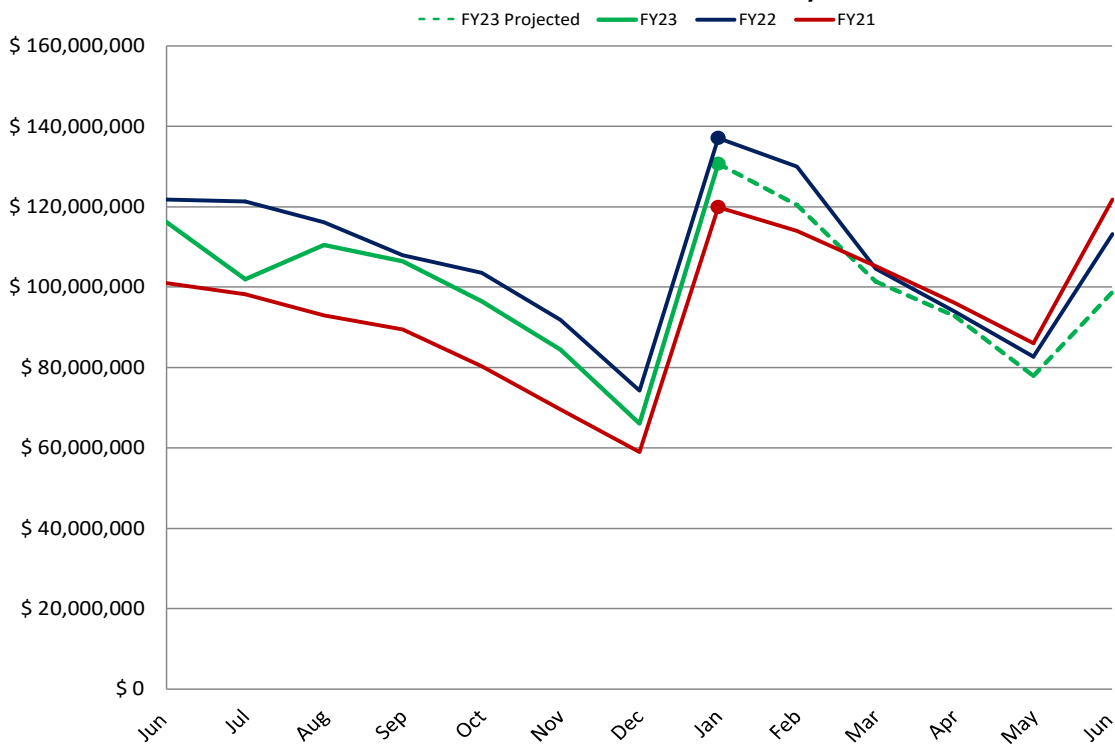


**JOHNSON COUNTY  
COMMUNITY COLLEGE**

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% OF FISCAL YEAR EXPIRED  
CASH AND POOLED INVESTMENT ANALYSIS**

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	\$ 164,408,969	\$ 33,686,902	\$ 130,722,067	\$ 137,101,256
Adult Supplementary Education Fund	2,023,239	1,234,837	788,402	2,493,212
Student Activity Fund	1,743,288	233,021	1,510,267	2,234,421
Motorcycle Driver Safety Fund	1,243,613	-	1,243,613	1,130,975
Truck Driver Training Fund	1,214,192	126,959	1,087,233	986,921
Auxiliary Enterprise Funds	2,082,812	456,111	1,626,701	2,606,021
Revenue Bond Debt Service Fund	1,542,177	40,838	1,501,339	1,796,709
COM & ITC Repair and Replacement Reserve Funds	381,407	-	381,407	234,009
Capital Outlay Funds	12,869,249	4,261,709	8,607,541	4,781,100
Campus Development Fund	2,386,252	97,622	2,288,630	1,756,807
Special Assessments Fund	1,442,573	289,473	1,153,100	1,391,309
All Other Funds	(1,396,694)	2,602,882	(3,999,577)	259,292
<b>TOTAL</b>	<b>\$ 189,941,077</b>	<b>\$ 43,030,353</b>	<b>\$ 146,910,723</b>	<b>\$ 156,772,033</b>

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



**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2023  
58.3% OF FISCAL YEAR EXPIRED  
FOUNDATION**

	ACTIVITY YEAR TO DATE JANUARY 31, 2023	PRIOR YEAR ACTIVITY TO DATE	\$	CHANGE	CHANGE %
<b>FOUNDATION</b>					
Contribution Income	\$ 3,883,571	\$ 1,576,439			
Event Revenue	358,884	156,351			
Investment Income	455,442	2,025,322			
Other Revenue	38,841	9,963			
<b>TOTAL REVENUE</b>	<u>\$ 4,736,738</u>	<u>\$ 3,768,075</u>	\$	968,662	25.7 %
Student Assistance	\$ 22,882	\$ 10,869			
Program Support	153,110	212,870			
Project Support	2,103	1,341			
Campus Support	40,494	48,495			
Programming Expenses	132,282	162,109			
General & Administrative Expenses	312,788	169,745			
<b>TOTAL EXPENSES</b>	<u>\$ 663,659</u>	<u>\$ 605,427</u>	\$	58,231	9.6 %
Balance Forward	\$ 41,036,734	\$ 46,612,907			
Revenues Over Expenses	4,073,079	3,162,648			
Ending Balance	<u>\$ 45,109,813</u>	<u>\$ 49,775,555</u>	\$	(4,665,742)	(9.4) %



JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 2, 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 March 16, 2023 Board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
2/03/2023	00713185 - 00713272	AP	233,963.69
2/03/2023	!0044731 - !0044787	ACH	1,133,358.76
2/10/2023	00713273 - 00713395	AP	351,242.31
2/10/2023	!0044788 - !0044846	ACH	400,351.74
2/10/2023	J0218176	P-Card ACH	216,965.73
2/17/2023	00713396 - 00713469	AP	257,294.86
2/17/2023	!0044847 - !0044884	ACH	300,093.63
2/17/2023	J0218202	P-Card ACH	109,423.05
2/24/2023	00713470 - 00713590	AP	886,221.73
2/24/2023	!0044885 - !0044938	ACH	444,909.22
2/24/2023	W0000221	WIRE	1,703,079.31
2/28/2023	J0218249	P-Card ACH	129,577.16
			\$6,166,481.19

Tuition Refunds and Financial Aid Disbursements

02/03/23	10190009 - 10190680	766,335.98
02/10/23	10190681 - 10190741	40,531.59
02/17/23	10190742 - 10190779	23,076.53
02/24/23	10190780 - 10190828	32,552.46
2/01/2023-2/28/2023	Refund ACH	587,545.24
		<hr/>
		\$1,450,041.80
		<hr/>
Total Cash Disbursements		<u><u>\$7,616,522.99</u></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 \$7,616,522.99.**

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Janelle Vogler  
Vice President and Chief Financial Officer

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Rachel Lierz  
Executive Vice President  
Finance & Administrative Services

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Andrew W. Bowne  
President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 16, 2023

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grants and contracts have been approved for funding.

1. Child Care Sustainability Grant Phase III – *additional funding*  
Funding Agency: U.S. Department of Health & Human Services American Rescue Plan (ARP) / Kansas Department of Children and Families / Child Care Aware of Kansas  
Purpose: Funds will be used for playground improvements.  
Duration: January 1, 2023 – June 30, 2023  
Grant Administrator: Courtney Hultgren  
Amount Funded: \$42,400  
JCCC Match: -0-  
Applicant: JCCC
2. KAEA Past Presidents Grant  
Funding Agency: Kansas Adult Education Association  
Purpose: To provide funding for Johnson County Adult Education (JCAE) students to take personality and workplace assessments at the Career Development Center to enhance their job searching skills.  
Duration: March 6, 2023 – December 31, 2023  
Grant Administrator: Leslie Dykstra  
Amount Funded: \$500  
JCCC Match: - 0 -  
Applicant: JCCC

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

1. Kansas City Regional COVID-19 Response and Recovery Fund - Digital Equity Project Funding  
Funding Agency: Greater Kansas City Community Foundation / Mid-America Regional Council

Purpose: To purchase 66 Chromebooks for use by Johnson County Adult Education (JCAE) students.

Duration: April 1, 2023 – December 31, 2023

Grant Administrator: Kayla Harrity

Amount Requested: \$50,000

JCCC Match: - 0 -

Applicant: JCCC

2. Cybersecurity Education Innovation

Funding Agency: National Security Agency / National Centers of Academic Excellence in Cybersecurity

Purpose: Over the project period, 30 students in the Cybersecurity program will attend career pathway workshops, attend a statewide Cybersecurity conference, participate in a national Cybersecurity competition, and receive funding to cover exam fees for Cybersecurity certifications.

Duration: 3 years

Grant Administrator: Andrew Lutz

Amount Requested: \$218,032

JCCC Match: - 0 -

Applicant: Sinclair Community College

**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.**

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Katherine B. Allen  
Vice President  
College Advancement & Government Affairs

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Andrew W. Bowne  
President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 16, 2023

CURRICULUM

REPORT:

New Courses, Effective Academic Year 2024-2025

- BUS 241 Principles of Management
- BUS 245 Small Business Management

Course Modification, Effective Academic Year 2024-2025

- BUS 225 Organizational Behavior
  - Title change from: Human Relations

Course Deactivations, Effective Academic Year 2024-2025

- BUS 141 Principles of Management
- BUS 145 Small Business Management
- HVAC 125 Energy Alternatives
- WEB 244 Web Apps II
- WEB 134 Web Scripting: JavaScript III
- WEB 148 PHP with MySQL II

Program Modifications, Effective Academic Year 2024-2025

- 2430-AAS: Business Administration

Cultural Diversity Designation, Effective Academic Year 2024-2025

- HIST 120 Local and Kansas History
- HIST 128 Medieval History
- HIST 145 History of Ancient Rome
- HIST 149 History of India
- HIST 165 History of China

General Education Designation, Effective Academic Year 2024-2025

- FMS 200 Intro to Filmmaking and Media Aesthetics
  - AA, AS, AFA, AAS - Category: Humanities, Humanities
  - AGS - Category: The Arts
- HIST 120 Local and Kansas History
  - AA, AS, AFA, AAS – Category: Humanities, History
  - AGS - Category: Culture and Ethics, Historical Perspective
- HIST 129 Early Modern Europe 1500-1789
  - AGS - Category: Culture and Ethics, Historical Perspective
- HIST 145 History of Ancient Rome

- AA, AS, AFA, AAS - Category: Humanities, History
- AGS - Category: Culture and Ethics, Historical Perspective
- HIST 149 History of India
  - AA, AS, AFA, AAS - Category: Humanities, History
  - AGS - Category: Culture and Ethics, Historical Perspective
- HIST 165 History of China
  - AA, AS, AFA, AAS - Category: Humanities, History
  - AGS - Category: Culture and Ethics, Historical Perspective
- HIST 167 Introduction to History: Japan
  - AA, AS, AFA, AAS - Category: Humanities, History
  - AGS - Category: Culture and Ethics, Historical Perspective
- HIST 195 History of the Middle East
  - AA, AS, AFA, AAS - Category: Humanities, History
  - AGS - Category: Culture and Ethics, Historical Perspective
- PHOT 200 Foundations in Photography
  - AA, AS, AFA, AAS - Category: Humanities: Humanities
  - AGS - Category: The Arts

**RECOMMENDATION:**

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

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L. Michael McCloud, PhD  
 Executive Vice President Academic Affairs  
 Chief Academic Officer

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Dr. Andrew W. Bowne  
 President  
 Chief Executive Officer

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>
National Gallery of Art, Los Angeles County Museum of Art	Nerman Museum of Contemporary Art	n/a	New; August 2023-April 2025	No financial impact. Outbound loan agreement for artwork
KC Scholars	Great Jobs KC	CE	New; ending 1/31/2024	No financial impact. KC Scholars will provide scholarships to low- and modest-income adults to register in select, short-term training for high demand workforce sectors.

**RECOMMENDATION:**

**It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to authorize the College to enter into the above agreements, as set forth above.**

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Katherine B. Allen  
Vice President College Advancement &  
Government Affairs

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Elisa Waldman  
Vice President Workforce Development &  
Continuing Education

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Andrew W. Bowne  
President



JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 16, 2023

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Frank Syracuse, Art Miller, Janet Kraft, Karen LaMartina, Debbie Brewer and Mary Kessler 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. Mr. Syracuse' funds will go to the JCCC Foundation Scholarship, Mr. Miller's funds will go to the JCCC Fine Art Department's SA Photography Scholarship, Ms. Kraft's funds will go to the MEALSHARE through the JCCC Foundation Scholarship Program, Ms. LaMartina's funds will go to the Advent Health Shawnee Mission – Nursing Scholarship, Ms. Brewer's funds will go to the JCCC Foundation Scholarship and Ms. Kessler's funds will go to the Melissa Wells Counseling Center Hardship Grant fund.

RECOMMENDATION:

**It is the recommendation of the college administration that the Board of Trustees authorize the transfer of \$900.00 from the general fund to the JCCC Foundation student scholarship fund in honor of Frank Syracuse, Art Miller, Janet Kraft, Karen LaMartina, Debbie Brewer and Mary Kessler.**

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Colleen Chandler  
Vice President, Human Resources

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Andrew W. Bowne  
President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 16, 2023

HUMAN RESOURCES

1. Separations

LYNNE STOLZ, Administrative Assistant, Academic Affairs, effective March 03, 2023.

MIKE NEAL, Executive Vice President, Chief Operating Officer, Operations, effective March 01, 2023.

KATE FOWLER, Accounting Clerk/Administrative Assistant, Operations, effective March 10, 2023.

CHRISTINE SNYDER, Career Development Coach, Student Success and Engagement, effective February 24, 2023.

**RECOMMENDATION:**

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

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Colleen Chandler  
Vice President, Human Resources

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Andrew W. Bowne  
President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 16, 2023

HUMAN RESOURCES ADDENDUM

1. Separation

AMY ROBBINS, Student Development Specialist, Student Success & Engagement, effective March 15, 2023.

**RECOMMENDATION:**

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

2. Professor/Counselor Emeritus Status

The Master Agreement between JCCC and the JCCC Faculty Association provides for a Professor/Counselor Emeritus program to recognize and reward a bargaining unit retiree for outstanding teaching, job performance and service to the college. The program provides an opportunity for the retiree to continue service to the college after retirement. In accordance with the procedures stipulated in the Master Agreement, the following individual has been selected for Professor/Counselor Emeritus status.

LISA FRIEDRICHSEN  
MARK LABARGE

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Colleen Chandler  
Vice President, Human Resources

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Andrew W. Bowne  
President