

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

**Meeting – Board of Trustees
Temporary Board of Trustees Meeting Room - WCMT 111
September 14, 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. VolStar Recognition: Madelon Goetzinger and Carol Corker | |
| B. Student Spotlight: Epuna Gonzales | |
| V. OPEN FORUM | Trustee Cross |
| VI. BOARD REPORTS | |
| A. Student Senate | Epuna Gonzales |
| B. College Lobbyist | Dick Carter |
| C. Faculty Association | Andrea Vieux |
| D. Johnson County Education Research Triangle | Trustee Musil |
| E. Kansas Association of Community Colleges | Trustee Ingram |
| F. Foundation | Trustee Rattan |
| G. College Council | Jason Arnett |
| VII. REVENUE NEUTRAL RATE HEARING (p 1) | Trustee Cross |
| VIII. 2023-2024 BUDGET PUBLIC HEARING (p 1) | Trustee Cross |

IX. COMMITTEE REPORTS AND RECOMMENDATIONS

- A. Management and Finance Committee (pp 2-11) Trustee Musil**
Recommendation: Resolution to Levy Property Tax Rate Exceeding Revenue Neutral Rate (pp 2-4)
Recommendation: 2023-2024 Legal Budget Adoption (pp 5-6)
Recommendation: Lincoln Electric Welding Training Simulators (p 7)
Recommendation: Miller Dynasty 300 Welding Machines (p 8)
Recommendation: Technical Training Courses (p 9)
Recommendation: BNSF/NARS Training Courses (p 9)

- B. Audit Committee (pp 12-14) Trustee Cross**

- C. Collegial Steering Trustee Cross**

- D. Employee Engagement & Development Committee (pp 15-17) Trustee Ingram**

- E. Inclusion and Belonging Committee (pp 18-19) Trustee Rattan**

- F. Student Success Committee (pp 20-22) Trustee Ingram**

X. PRESIDENT'S RECOMMENDATIONS FOR ACTION

- A. Treasurer's Report (pp 23-33) Trustee Smith-Everett**
B. Monthly Report to the Board Dr. Andy Bowne

- XI. NEW BUSINESS Trustee Cross**

- XII. OLD BUSINESS Trustee Cross**

- XIII. CONSENT AGENDA Trustee Cross**

- A. Regular Monthly Reports and Recommendations**
- 1. Minutes of a Previous Meeting**
 - 2. Cash Disbursement Report (pp 34-35)**
 - 3. Grants, Contracts and Awards (pp 36-37)**
 - 4. Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements (pp 38-39)**
 - 5. Retirement Tribute Fund (p 40)**

- 6. Sustainability Initiatives Fund (p 41)**
- B. Human Resources (p 42)**
 - 1. Retirement**
 - 2. Separations**
- C. Human Resources Addendum**

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

**NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING
2023-2024 BUDGET**

The governing body of Johnson County Community College in Johnson County will meet on September 14, 2023 at 5:00 p.m. at 12345 College Boulevard, Overland Park KS 66210 for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, the revenue neutral rate, and to consider amendments. Detailed budget information is available at 12345 College Boulevard, Overland Park KS 66210 and will be available at this hearing.

BUDGET SUMMARY

The Expenditures and the Amount of 2023 Tax to be Levied (as shown below) establish the maximum limits of the 2023-2024 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to change depending on final assessed valuation.

	2021-2022		2022-2023		Proposed Budget 2023-2024		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2023 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted							
General Fund	164,915,897	8.575	175,315,460	8.096	171,525,412	114,004,546	7.596
Postsecondary Tech Ed	49,283,938		58,779,455		57,363,043	xxxxxxxxx	xxx
Adult Education	771,622		801,682		848,303	0	0.000
Adult Supp Education	5,493,899	xxx	4,954,519	xxx	7,847,458	xxxxxxxxx	xxx
Motorcycle Driver	80,935	xxx	103,075	xxx	159,900	xxxxxxxxx	xxx
Truck Driver Training	427,113	xxx	643,234	xxx	2,543,569	xxxxxxxxx	xxx
Auxiliary Enterprise	11,450,531	xxx	13,620,369	xxx	13,519,709	xxxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxxx	xxx
Capital Outlay	6,449,277	0.501	5,337,556	0.501	11,653,500	7,511,460	0.500
Bond and Interest	0		0		0	0	0.000
Special Assessment	221,491	0.034	373,293	0.020	1,260,000	306,427	0.020
No Fund Warrants	0		0		0	0	0.000
Revenue Bonds	1,602,130	xxx	1,697,427	xxx	1,706,650	xxxxxxxxx	xxx
Total All Funds	240,696,833	9.110	261,626,070	8.617	268,427,544	xxxxxxxxx	8.116
						<i>Revenue Neutral Rate**</i>	<i>7.739</i>
Total Tax Levied	111,660,500		116,442,703		xxxxxxxxxxx	121,822,433	
Assessed Valuation	12,256,915,499		13,513,137,181			15,008,786,869	

Outstanding Indebtedness, July 1

	2021	2022	2023
G.O. Bonds			
Capital Outlay Bonds			
Revenue Bonds	10,605,000	9,335,000	7,925,000
No-Fund Warrants			
Temporary Notes			
Lease Purchase Principal	47,905,000	45,935,000	43,865,000
Total	58,510,000	55,270,000	51,790,000

* Tax Rates are expressed in mills.

**Revenue Neutral Rate as defined by KSA 79-2988


Johnson County Community College, Chair, Board of Trustees

MANAGEMENT AND FINANCE COMMITTEE

Minutes

September 6, 2023

The Management and Finance Committee met at 8:30 AM on Wednesday, September 6, 2023, in WCMT 111. Those present were Trustee Greg Musil; staff: Andy Bowne, Rob Caffey, Jim Feikert, AnnLouise Fitzgerald, Tom Hall, Rachel Lierz, Mickey McCloud, Kelsey Nazar, Janelle Vogler, and Linda Nelson, recorder.

Legal and Regulatory Compliance Program

Ms. AnnLouise Fitzgerald, Associate Counsel, Policy and Compliance, provided a presentation on the legal and regulatory compliance program. She outlined requirements and the role the Office of General Counsel plays in the process.

Other Agreements

Ms. Rachel Lierz, Executive Vice President for Finance and Administrative Services, presented information on the Facility Rental agreement template.

Details can be found in the consent agenda portion of the September 14, 2023, board packet.

Resolution to Levy Property Tax Rate Exceeding Revenue Neutral Rate

Ms. Vogler stated that Pursuant to KSA 79-2988, the College is subject to certain notice and public hearing requirements prior to approval by the Board of Trustees to exceed the revenue neutral rate for property tax purposes.

The College has notified the Johnson County Clerk of intent to exceed the revenue neutral rate for the 2023-2024 fiscal year and has published notice of the required public hearing to be held on September 14, 2023, at 5:00 p.m.

At the conclusion of the rate hearing, the college administration recommends that the Board of Trustees adopt the attached resolution to levy a property tax rate exceeding the revenue neutral rate for the 2023-2024 fiscal year.

RECOMMENDATION:

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration to adopt a resolution to levy a property tax rate exceeding the revenue neutral rate for the 2023-2024 fiscal year, as found on the following page.

Janelle Vogler
Vice President / Chief Financial Officer

Rachel Lierz
Executive Vice President,
Finance & Administrative Services

Andrew W. Bowne
President

A RESOLUTION OF THE BOARD OF TRUSTEES OF JOHNSON COUNTY COMMUNITY COLLEGE, JOHNSON COUNTY, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;

WHEREAS, the Revenue Neutral Rate for Johnson County Community College was calculated as 7.739 mills by the Johnson County Clerk; and

WHEREAS, the budget proposed by the Board of Trustees of Johnson County Community College will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Board of Trustees held a hearing on September 14, 2023 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Board of Trustees of Johnson County Community College, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF JOHNSON COUNTY COMMUNITY COLLEGE:

Johnson County Community College shall levy a property tax rate exceeding the Revenue Neutral Rate of 7.739 mills.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Board of Trustees.

ADOPTED by the Board of Trustees of Johnson County Community College, Johnson County, Kansas this 14th day of September 2023.

Chair of the Board of Trustees

Secretary of the Board of Trustees

Fiscal Year 2023-2024 Legal Budget Adoption

Janelle Vogler, Vice President/CFO said that the Board of Trustees adopted the FY 2022-2023 Management Budget on May 11, 2023. No changes are proposed for the final FY 2023-2024 Legal Budget.

Key features of the proposed 2023-2024 Budget are as follows:

- Mill levy rate will be reduced by ½ mill, from 8.6 to 8.1 mills per thousand, representing the fifth mill levy rate reduction in the past six years.
- Tuition and fees rates will remain unchanged for Johnson County residents (\$97), other Kansas residents (\$116), out of state and international (\$228), and Metro Rate (\$143) students.
- The budget provides for an average 2.75% salary increase for faculty and staff members, with no change to the total number of budgeted positions.

**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

RECOMMENDATION:

It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to adopt the FY 2023-2024 legal budget as presented and does hereby certify said budget to the county clerk

of Johnson County, Kansas, for collection in the manner prescribed by law.

Janelle Vogler
Vice President / Chief Financial Officer

Rachel Lierz
Executive Vice President,
Finance & Administrative Services

Andrew W. Bowne
President

Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facility Planning, provided the committee with an update on facilities projects from the capital acquisitions and improvements matrix. He also reviewed progress on the GEB 1st floor project currently under construction on campus.

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed two Bid/RFP recommendations and two single source justification recommendations.

BIDS & AWARDS: \$150,000+

SEPTEMBER 2023 MANAGEMENT & FINANCE COMMITTEE

Bid:	24-002 Lincoln Electric Welding Training Simulators
Fund:	2248 Foundation Awards Account 2583 Career Technical Education Capital Outlay
Vendors Notified:	20
Contract Period:	Product Delivery
Award Justification:	Low bid
Description:	Request for Bid (RFB) for the purchase, delivery, set-up/assembly, and training for two (2) Lincoln Electric VRTEX 360+ dual user virtual reality welding training simulators for the Metal Fabrication (Welding Lab) Technology department.

Evaluation Committee

1. Grant Von Lunen - Associate Professor, Metal Fabrication/Welding
2. Larry Allen - Senior Buyer, Procurement Services

Bid Amounts

1. **Linde: \$152,368**
2. Matheson Tri-Gas: \$157,576

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the low bid from Linde for a total expenditure of \$152,368.

BIDS & AWARDS: \$150,000+
SEPTEMBER 2023 MANAGEMENT & FINANCE COMMITTEE

Bid:	24-011 Miller Dynasty 300 Welding Machines
Fund:	0201 General
Vendors Notified:	23
Contract Period:	Product Delivery
Award Justification:	Low bid
Description:	Request for Bid (RFB) for the purchase, delivery, training, and set-up/assembly for fourteen (14) Miller Dynasty 300 Welding Machines for the Metal Fab (Welding Lab) Technology Department.

Evaluation Committee

1. Grant Von Lunen - Associate Professor, Metal Fabrication/Welding
2. Larry Allen - Senior Buyer, Procurement Services

Bid Amounts

1. **Linde: \$194,993**
2. Matheson Tri-Gas: \$197,035
3. American Welding & Gas: \$199,120
4. Airgas USA, LLC: \$206,780
5. DEPCO: \$210,485
6. Grainger: \$235,211
7. Itech Devices Inc: \$273,504

Management and Finance Committee Recommendation

It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the low bid from Linde for a total estimated expenditure of \$194,993.

SINGLE SOURCE JUSTIFICATIONS: \$150,000+
SEPTEMBER 2023 MANAGEMENT & FINANCE COMMITTEE

Single Source Justification: Technical Training Courses

Fund: 0601 Adult Supplementary Education
Vendors Notified: N/A
Total Contract Period: 7/1/23 - 6/30/24
215.04 Exception #: 2C. Specific educational objectives
Description: For technical trainers to deliver computer technology courses for Continuing Education's public enrollment classes and contract trainings to businesses.

Contract Amount: First Year / Multiyear Total (if applicable)

1. **MicroData Systems: \$150,000**

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 Single Source Justification to MicroData Systems, for \$150,000.

Single Source Justification: BNSF/NARS Training Courses

Fund: 0601 Adult Supplementary Education
Vendors Notified: N/A
Total Contract Period: 7/1/23 - 6/30/2024
215.04 Exception #: 2C. Specific educational objectives
Description: For BNSF Railway/NARS railroad-industry education training for Continuing Education's railroad classes. BNSF Railway/NARS requires a level of proficiency in the railroad industry for railroad operations. These courses satisfy that proficiency requirement.

Contract Amount: First Year / Multiyear Total (if applicable)

1. **BNSF Railway/NARS: \$160,000**

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 Single Source Justification to BNSF Railway/NARS, for \$160,000.

Informational Items

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

The next Management and Finance Committee meeting is scheduled for Wednesday, October 4, at 8:30 AM in WCMT Room 111.

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

AUDIT COMMITTEE

Minutes

August 30, 2023

The Audit Committee met at 1:00 pm on Wednesday, August 30, 2023, in the Regnier Center 101A. Those present included: Trustees Lee Cross and Nancy Ingram; staff Andy Bowne, Caitlin Murphy, Phil Mein, Rachel Lierz, Janelle Vogler, Kelsey Nazar, Chris Gray, Jay Vignola, Sandra Warner, Jim Feikert, Rob Caffey, Shelli Allen, Justin McMillan, Vickki Jo Powers, Deb Nicholson, Gennie Harold, Ashawnte Thompson, and Liz Loomis, recorder.

Update on Activities and Audits (AU-1)

Bookstore Operations Audit Report

Cheryl McLeod presented results and recommendations from the Bookstore Operations audit. Eleven recommendations were made and four have been remediated as of the Audit Committee meeting.

Biannual Travel & Expense Review

Ms. McLeod reviewed biannual travel and expenses for overnight travel of the Board of Trustees and a random sample of JCCC Faculty and staff as well as members of the President's Cabinet. The review found travel was generally appropriate and necessary, and substantially in compliance with JCCC policies and procedures.

Annual Trustee Expense Reimbursement Report (AU-8)

Ms. McLeod reviewed the annual Trustee Expense report and noted travel expenses followed approved college resources and reimbursement guidelines.

Audit & Advisory Services - Quarterly Activity/FORVIS Update

Joe Zarkowski and Jennifer Miller of Forvis attended the meeting via Zoom. Mr. Zarkowski presented Forvis' role in assisting the Audit & Advisory office with conducting the annual internal audit risk assessment, compiling the FY2024 Internal Audit Plan (IAP) and performing risk-based internal audits included on the IAP. FORVIS will also be supporting the oversight of cases reported through JCCC's hotline and will be helping establish process improvements within the internal audit function.

Audit Recommendations Follow-Up Matrix (AU-2)

JCCC Ethics Report Line Update (AU-3)

Quarterly Summary Statistics Report

Jay Vignola presented the Ethics Line update. Mr. Vignola reported that the ethics line received nine complaints between April 22 – August 22, 2023 and all reports have been reviewed and closed.

JCCC Behavioral Intervention Team / KOPS Watch / Student Complaints (AU-4)

Annual Reports

Cathy Almai-Mahurin presented the Behavioral Intervention Team/KOPS Watch Annual report. Ms. Almai-Mahurin reported 89 cases were resolved and closed between January 1, 2022 and June 30, 2023. Justin McMillan presented the student complaints portal annual report. Mr. McMillan identified the reports as 75% general academic; 11% student discrimination/harassment/retaliation; 10% student sexual misconduct; 2% general non-academic and 2% student code of conduct.

Draft 2024 Audit Committee Working Agenda (AU-7)

Andy Bowne presented the proposed 2024 Audit Committee Working Agenda. The proposed working agenda will be brought forward to the Board of Trustees for consideration when all other board committee working agendas are considered.

The next Audit Committee meeting will be held in November 2023.

**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

EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE MINUTES
September 6, 2023

The Employee Engagement and Development Committee met at 11:15 a.m. on Wednesday, September 6, 2023, in the WCMT building. Those present were Trustees Nancy Ingram and Melody Rayl; staff Andy Bowne, Chris Gray, Rachel Lierz, Mickey McCloud, Kelsey Nazar and Glenda Land, recorder.

MONITOR HR AND EMPLOYEE ENGAGEMENT STRATEGIES AND INITIATIVES (HR-4)

Ann Griffith, Julie McKee and Pam Winterman, FineLine HR Consulting, provided an update on the engagement with JCCC. Ann Griffith shared that she has met with each member of the HR team and will complete meetings with all Cabinet members by mid-September; follow-up conversations will continue throughout the FineLine engagement. The intent of conversations is to solicit and gather feedback on current HR processes and procedures, identify what's working and areas for improvement. Ms. Griffith is meeting weekly with Dr. Bowne and several key leaders to provide updates and gather feedback. Next steps will be working with the HR Team to compile and prioritize a list of process improvements, develop action plans for each, and create implementation and communication timelines. These efforts will result in improvements to HR processes, and clarity and ongoing communications with JCCC end-users.

FineLine HR Consulting provided an update on their assistance with the search process. FineLine will remain engaged with JCCC and onsite to ensure a seamless transition for the new HR leadership.

MONITOR COMPENSATION PLANNING (HR-3)

Natalie Croy, with Culpepper & Associates, provided an update on the job architecture project. All job review (Position Description Questionnaire (PDQ)) meetings were completed as of August 24th. Cabinet members received a calibration grid for review of internal consistency across their organization. Next steps in the project will include JCCC-wide calibration to finalize job leveling and propose standardized job descriptions, based on PDQs. Culpepper will deliver standardized job descriptions to JCCC and leaders will review them to ensure duties and responsibilities are adequately captured. The project continues to run on time and Culpepper expects completion by the end of 2023.

MONITOR EMPLOYEE BENEFIT PROGRAMS (HR-2)

Michelle Ohlde and Matt Wheeler, of Holmes Murphy, presented the Employee Benefit Plans Renewal Information for 2024.

Claims for medical plans are tracking above the contracted target amount. The initial renewal premium increase was projected at 15%. Through negotiations with Blue Cross Blue Shield through 2024, the rate increase will be 7.5% for medical coverage.

The rate increases are effective January 1, 2024.

With the 7.5% increase, medical plan monthly rates are:

Preferred Care Blue-Exclusive Provider Option	Employee Only	\$1,253.89
	Employee + 1	\$2,294.96
	Family	\$3,147.13
Preferred Care Blue-Preferred Provider Option	Employee Only	\$1,229.41
	Employee + 1	\$2,250.06
	Family	\$3,083.01
Preferred Care Blue-High Deductible Health Plan	Employee Only	\$1,098.41
	Employee +1	\$2,010.04
	Family	\$2,753.91
Blue Select Plus-Preferred Provider Option	Employee Only	\$1,082.48
	Employee +1	\$1,980.64
	Family	\$2,713.64
Blue Select Plus-High Deductible Health Plan	Employee Only	\$ 967.18
	Employee +1	\$1,769.39
	Family	\$2,424.00

A rate increase of 8% was projected for Delta Dental. Through negotiations with this vendor, there will be a 5% rate increase for dental coverage. This is the first rate increase since 2017.

With the 5% increase, dental plan monthly rates are:

Employee	\$ 35.74
Employee + 1	\$ 70.48
Family	\$125.20

EMPLOYMENT ENGAGEMENT AND DEVELOPMENT COMMITTEE
Working Agenda
2023

HR-1 Review and Update Personnel Policies

HR-2 Monitor Employee Benefit Programs

HR-3 Monitor Compensation Planning

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

HR-5 Monitor and Discuss Collective Bargaining Initiatives

INCLUSION AND BELONGING COMMITTEE
Minutes
September 6, 2023

The Inclusion and Belonging Committee met at 11:15 a.m. on Wednesday, September 6, 2023, in the Hugh W. Speer Board Room. Those present were Trustees Dawn Rattan and Laura Smith-Everett; staff Dr. Andy Bowne, Marquis Harris, Rachel Lierz, Dr. Mickey McCloud, Kelsey Nazar and Liz Loomis (recorder).

Vision and Strategic Plan Update for Office of Inclusion and Belonging

Marquis Harris, Executive Director of Inclusion and Belonging, introduced the new administrative assistant, Emily Tresner. He discussed the new logo for Inclusion and Belonging and the mission of the office. Mr. Harris presented the key focus areas of this academic year to be assessment and awareness. Mr. Harris explained how the focus areas support the Strategic Plan Goal 3: Build an inclusive and equitable campus culture. He plans to continue meeting with faculty, staff and students and use evidence-based research to maximize inclusion and belonging efforts on campus.

INCLUSION AND BELONGING COMMITTEE
Working Agenda
2023

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

STUDENT SUCCESS COMMITTEE

Minutes

September 6, 2023

The Student Success Committee met at 9:45 a.m. on Wednesday, September 6, 2023, in WCMT 111. Those present were Trustee Ingram, Trustee Rayl; staff Shelli Allen, Rachel Lierz, Mickey McCloud, Gurbhushan Singh, and Anne Dotterweich, recorder.

Active Learning Classrooms

Gurbhushan Singh reviewed the concept of active learning classrooms, the optimal design features, budget allocations and connections to the facilities master plan. He shared that 77% of students surveyed believe the technology available in the ALC has had a positive impact on the educational experience and 74% of instructors who responded believe that the ACL helped improve their teaching methods. He also shared ALC feature definitions, room components, design templates, photos and detailed survey results. Current classrooms will continue to be considered for ALC renovations and this concept will be used in future building designs.

Cosmetology Recommendations

Mickey McCloud provided an historical overview of the Cosmetology program including enrollment, operating costs, and off-campus property leasing details (expenditures and JCCC support functions). Also highlighted were organizations providing similar educational opportunities in the Johnson County area. He discussed two options for the Cosmetology programs. One option recommended sunseting the program and allocating its resources to other programs at JCCC with growth potential. A second alternative is to revamp the program's curriculum, commit to additional faculty, and ultimately provide dedicated space on the JCCC campus. Trustee Ingram and Rayl recommended sunseting the program and will bring this topic to the September Board Meeting for further discussion.

Other Agreements

Mickey McCloud presented an agreement with Equity Bank. The agreement was approved by the committee.

Mickey McCloud presented an agreement with JCAE Workforce Development. The agreement was approved by the committee.

Mickey McCloud presented agreements with the VA Medical Center and Johnson County Health and Environment. Both agreements were approved by the committee.

Complete details can be found subsequently on the consent agenda of the September 14 board packet.

The next Student Success Committee meeting is scheduled for Wednesday, October 4, 2023, at 10:00 a.m. in WCMT 111.

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

August 31, 2023

TREASURER'S REPORT

REPORT:

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

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

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the Treasurer's Report for the month of July 2023, subject to audit.

Janelle Vogler
Vice President and Chief Financial Officer

Rachel Lierz
Executive Vice President, Finance &
Administrative Services

Andrew W. Bowne
President

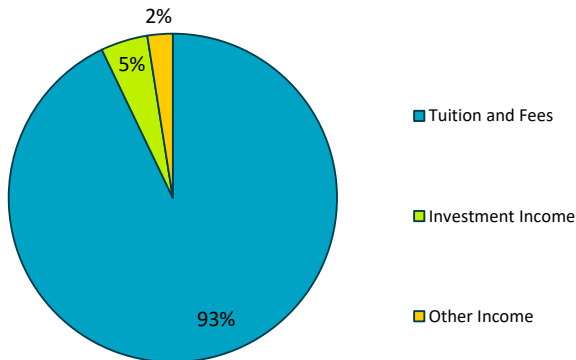
**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
GENERAL/PTE FUNDS					
Ad Valorem (Property Taxes)	\$ 121,189,898	\$ -	\$ -	0%	\$ -
Tuition and Fees	26,663,775	8,833,674	8,833,674	33%	8,400,779
State Aid	26,448,697	-	-	0%	-
Investment Income	1,000,000	440,631	440,631	44%	119,428
Other Income	3,668,569	235,626	235,626	6%	250,851
TOTAL REVENUE	\$ 178,970,939	\$ 9,509,931	\$ 9,509,931	5%	\$ 8,771,058
Salaries and Benefits	\$ 138,400,933	\$ 6,835,006	\$ 6,835,006	5%	\$ 6,626,986
Current Operating	32,354,540	2,234,660	2,234,660	7%	2,564,587
Capital	4,281,145	4,435	4,435	0%	2,985
Debt Service	3,689,738	-	-	0%	-
TOTAL EXPENSES	\$ 178,726,356	\$ 9,074,101	\$ 9,074,101	5%	\$ 9,194,558

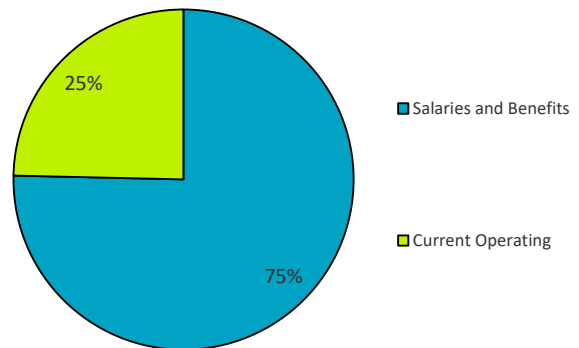
Unencumbered Cash Rollforward:

Beginning Balance		\$ 122,900,118	\$ 117,046,418
Revenues Over Expenses		435,830	(423,499)
Encumbrances & Other Activity		(17,088,278)	(13,952,216)
Ending Balance		<u>\$ 106,247,670</u>	<u>\$ 102,670,702</u>

Actual YTD Revenues by Source



Actual YTD Expenses by Source



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 2023-2024 numbers.

The largest source of revenue this year to date is tuition and fees (93%), followed by investment income (5%) and other income (2%). The largest source of expenses this year to date is salary and benefits (75%) followed by current operating (25%).



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS
EXPENDITURE DETAIL BY NATURAL CLASSIFICATION**

	ADJUSTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE	YTD CHANGE FROM PRIOR YEAR
Salaries	\$ 98,876,977	\$ 5,315,521	\$ 5,315,521	5%	\$ 5,069,721	5%
Benefits	39,523,956	1,519,484	1,519,484	4%	1,557,265	-2%
Event Officials	72,760	-	-	0%	681	-100%
Legal Services	150,000	17,324	17,324	12%	17,921	-3%
Audit Services	93,745	-	-	0%	-	0%
Collection Costs	70,000	1,170	1,170	2%	1,991	-41%
Insurance, Property/Casualty & Rel	1,056,070	633,090	633,090	60%	498,602	27%
Contracted Services	8,082,963	284,665	284,665	4%	478,711	-41%
SB 155 Shared Funding Payments	380,000	-	-	0%	-	0%
Overnight Travel	1,028,189	39,489	39,489	4%	33,373	18%
Travel - Accreditation	10,000	-	-	0%	-	0%
Staff Development Training & Travel	399,550	4,665	4,665	1%	3,301	41%
Faculty Continuing Ed Grants	19,000	395	395	2%	789	-50%
Tuition Reimbursement	550,000	4,258	4,258	1%	564	655%
Same Day Travel	110,722	2,576	2,576	2%	3,023	-15%
Supplies and Materials	5,864,758	131,954	131,954	2%	118,745	11%
Computer Software & Licenses	4,806,461	490,329	490,329	10%	502,265	-2%
Technical Training	100,140	4,346	4,346	4%	1,265	244%
Applicant Travel	15,000	-	-	0%	117	-100%
Recruiting Travel	37,500	965	965	3%	1,758	-45%
Printing, Binding & Publications	131,350	-	-	0%	-	0%
Advertising and Promotions	1,028,000	14,594	14,594	1%	65,492	-78%
Memberships	396,429	112,778	112,778	28%	123,332	-9%
Accreditation Expenses	72,880	2,700	2,700	4%	16,580	-84%
Bad Debt Expense	130,000	65,000	65,000	50%	260,000	-75%
Electric	2,970,000	259,081	259,081	9%	227,989	14%
Water	175,100	-	-	0%	652	-100%
Natural Gas	82,400	-	-	0%	-	0%
Telephone	605,400	9,952	9,952	2%	2,546	291%
Gasoline	66,150	4,800	4,800	7%	4,880	-2%
Subscriptions	502,798	108,937	108,937	22%	120,998	-10%
Rentals and Leases	622,652	10,470	10,470	2%	65,147	-84%
Repairs and Maintenance	704,058	2,975	2,975	0%	287	937%
Freight	123,000	273	273	0%	223	23%
Special Events	396,349	9,808	9,808	2%	2,370	314%
Retirement Recognitions	7,500	(131)	(131)	-2%	697	-119%
Postage	315,000	17,947	17,947	6%	9,638	86%
Contingency	600,000	-	-	0%	-	0%
Remodeling and Renovations	1,595,810	1,358	1,358	0%	-	100%
Library Books	85,000	3,078	3,078	4%	2,985	3%
Furniture and Equipment	2,418,753	-	-	0%	-	0%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	66,815	-	-	0%	-	0%
Land Improvements	-	-	-	0%	-	0%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	516,989	250	250	0%	650	-62%
Foster Care & Killed on Duty Grant	80,000	-	-	0%	-	0%
Federal SEOG Match	90,894	-	-	0%	-	0%
Principal Payments	2,180,000	-	-	0%	-	0%
Interest Payments	1,508,238	-	-	0%	-	0%
Fee Payments	1,500	-	-	0%	-	0%
TOTAL EXPENSES	\$ 178,726,356	\$ 9,074,101	\$ 9,074,101	5%	\$ 9,194,558	-1%



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
ADULT SUPPLEMENTARY EDUCATION & STUDENT ACTIVITY FUNDS**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ADULT SUPPLEMENTARY EDUCATION FUND					
Tuition and Fees	\$ 3,905,580	\$ 578,137	\$ 578,137	15%	\$ 515,758
Investment Income	20,000	7,196	7,196	36%	2,458
Other Income	1,502,000	168,209	168,209	11%	185,371
TOTAL REVENUE	<u>\$ 5,427,580</u>	<u>\$ 753,542</u>	<u>\$ 753,542</u>	<u>14%</u>	<u>\$ 703,588</u>
Salaries and Benefits	\$ 3,388,475	\$ 217,608	\$ 217,608	6%	\$ 184,528
Current Operating	4,298,592	107,910	107,910	3%	176,929
Capital	160,391	-	-	0%	-
TOTAL EXPENSES	<u>\$ 7,847,458</u>	<u>\$ 325,519</u>	<u>\$ 325,519</u>	<u>4%</u>	<u>\$ 361,457</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,372,323		\$ 2,208,861
Revenues Over Expenses			428,023		342,130
Encumbrances & Other Activity			(705,018)		(159,258)
Ending Balance			<u>\$ 1,095,328</u>		<u>\$ 2,391,733</u>
STUDENT ACTIVITY FUND					
Tuition and Fees	\$ 1,904,000	\$ 652,909	\$ 652,909	34%	\$ 622,873
Investment Income	18,000	6,145	6,145	34%	1,775
Other Income	8,000	270	270	3%	148
TOTAL REVENUE	<u>\$ 1,930,000</u>	<u>\$ 659,324</u>	<u>\$ 659,324</u>	<u>34%</u>	<u>\$ 624,796</u>
Salaries and Benefits	\$ 445,273	\$ 9,298	\$ 9,298	2%	\$ 12,214
Current Operating	935,806	12,412	12,412	1%	8,173
Capital	-	-	-	100%	-
Grants/Scholarships	1,446,692	780	780	0%	48
TOTAL EXPENSES	<u>\$ 2,827,771</u>	<u>\$ 22,491</u>	<u>\$ 22,491</u>	<u>1%</u>	<u>\$ 20,435</u>
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,214,099		\$ 1,478,536
Revenues Over Expenses			636,833		604,362
Encumbrances & Other Activity			(49,450)		(38,232)
Ending Balance			<u>\$ 1,801,482</u>		<u>\$ 2,044,666</u>



JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
OTHER FUNDS

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
MOTORCYCLE DRIVER SAFETY FUND					
Tuition and Fees	\$ 160,000	\$ 30,444	\$ 30,444	19%	\$ 30,311
Other Income	40,000	-	-	0%	-
TOTAL REVENUE	\$ 200,000	\$ 30,444	\$ 30,444	15%	\$ 30,311
Salaries and Benefits	\$ 115,500	\$ 9,188	\$ 9,188	8%	\$ 7,361
Current Operating	23,400	(649)	(649)	-3%	-
Capital	21,000	-	-	0%	-
TOTAL EXPENSES	\$ 159,900	\$ 8,539	\$ 8,539	5%	\$ 7,361
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,242,904		\$ 1,161,804
Revenues Over Expenses			21,906		22,950
Encumbrances & Other Activity			919		795
Ending Balance			\$ 1,265,729		\$ 1,185,549
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	\$ 2,214,000	\$ 111,691	\$ 111,691	5%	\$ 93,693
TOTAL REVENUE	\$ 2,214,000	\$ 111,691	\$ 111,691	5%	\$ 93,693
Salaries and Benefits	\$ 1,032,567	\$ 64,452	\$ 64,452	6%	\$ 21,721
Current Operating	972,500	3,138	3,138	0%	1,978
Capital	538,502	-	-	100%	-
TOTAL EXPENSES	\$ 2,543,569	\$ 67,590	\$ 67,590	3%	\$ 23,699
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,354,084		\$ 1,102,867
Revenues Over Expenses			44,101		69,993
Encumbrances & Other Activity			(9,724)		(5,280)
Ending Balance			\$ 1,388,461		\$ 1,167,581
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	\$ 317,491	\$ -	\$ -	0%	\$ -
Interest Income	-	5,154	5,154	100%	1,352
TOTAL REVENUE	\$ 317,491	\$ 5,154	\$ 5,154	2%	\$ 1,352
Current Operating	\$ 500,000	\$ -	\$ -	0%	\$ -
TOTAL EXPENSES	\$ 500,000	\$ -	\$ -	0%	\$ -
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 1,547,334		\$ 1,584,726
Revenues Over Expenses			5,154		1,352
Encumbrances & Other Activity			(145,000)		(20,000)
Ending Balance			\$ 1,407,488		\$ 1,566,078



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
AUXILIARY ENTERPRISE FUND - SCHEDULE 1**

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUES					
Cosmetology	\$ 9,000	\$ 768	\$ 768	9%	\$ 865
Bookstore	6,774,400	686,087	686,087	10%	604,343
Dining Services	2,599,528	94,092	94,092 *	4%	49,201
Hiersteiner Center	-	-	- †	0%	61,002
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	-	0%	-
Hospitality Management & Pastry Program	60,000	-	-	0%	-
Campus Farm	16,500	1,331	1,331	8%	3,039
Investment Income	15,000	1,822	1,822	12%	1,604
TOTAL REVENUES	\$ 9,478,228	\$ 784,100	\$ 784,100	8%	\$ 720,054
EXPENSES					
Cosmetology	\$ 9,500	\$ -	\$ -	0%	\$ -
Bookstore	6,417,088	142,136	142,136	2%	234,143
Dining Services	3,875,889	119,222	119,222 *	3%	139,424
Hiersteiner Center	-	-	- †	0%	71,529
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	-	0%	-
Hospitality Management & Pastry Program	65,000	243	243	0%	-
Campus Farm	16,500	666	666	4%	45
SUBTOTAL	\$ 10,387,777	\$ 262,266	\$ 262,266	3%	\$ 445,141
Other Auxiliary Services Expenses					
Auxiliary Construction	\$ 10,000	\$ -	\$ -	0%	\$ -
Director	166,950	9,804	9,804	6%	-
Employee Benefits	100,374	-	-	0%	-
Budget Reallocation Pool	100,000	-	-	0%	-
TOTAL EXPENSES	\$ 10,765,101	\$ 272,071	\$ 272,071	3%	\$ 445,141
Unencumbered Cash Rollforward:					
Beginning Balance			\$ 98,431		\$ 1,838,826
Revenues Over Expenses			512,029		274,913
Encumbrances & Other Activity			(249,312)		(822,312)
Ending Balance			\$ 361,148		\$ 1,291,427

* Concessions activity has been combined into Dining Services in FY24.

† Activity has been combined into General Fund in FY24.



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
AUXILIARY ENTERPRISE FUND - SCHEDULE 2**

	2023-2024 YEAR TO DATE NET	2022-2023 YEAR TO DATE NET	NET CHANGE FROM PRIOR YR
Cosmetology	\$ 768	\$ 865	\$ (96)
Bookstore	543,951	370,199	173,752
Dining Services	(25,130) *	(90,223)	65,093
Hiersteiner Center	- †	(10,527)	10,527
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	-	-	-
Hospitality Management & Pastry Program	(243)	-	(243)
Campus Farm	665	2,994	(2,329)
	<u>\$ 520,012</u>	<u>\$ 273,309</u>	<u>\$ 246,704</u>

* Concessions activity has been combined into Dining Services in FY24.

† Activity has been combined into General Fund in FY24.



**JOHNSON COUNTY
COMMUNITY COLLEGE**

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
PLANT & OTHER FUNDS**

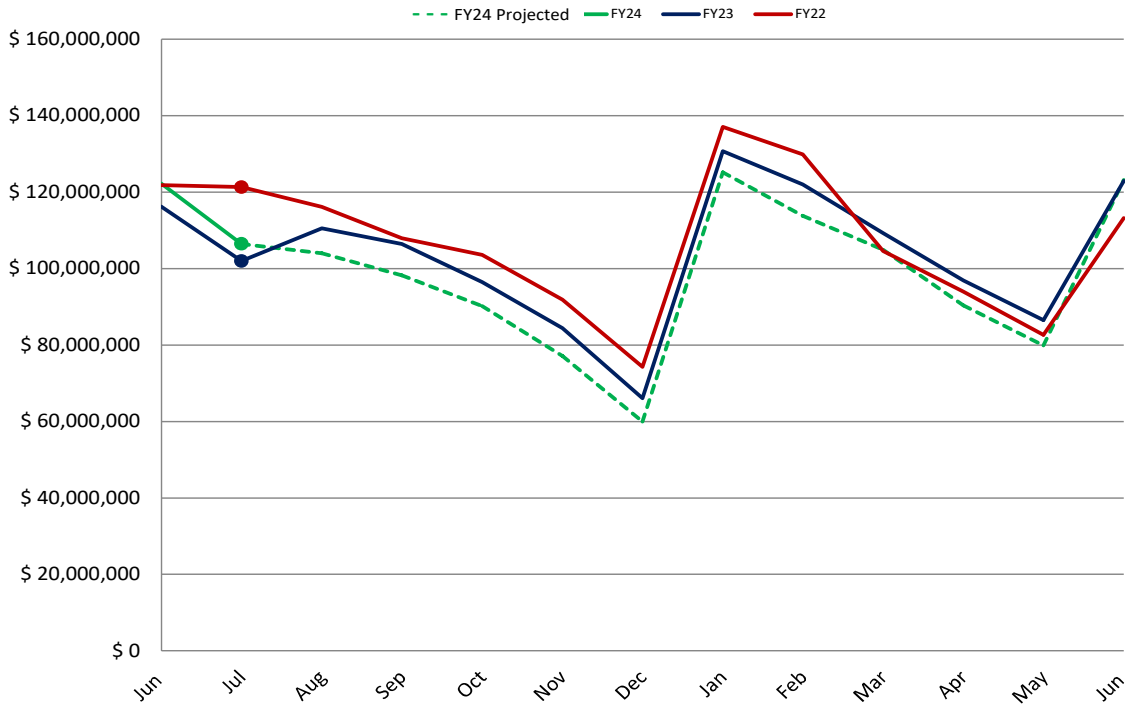
	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,470,207		\$ 1,470,207		\$ 1,730,697
TOTAL REVENUE	1,383,600	\$ 468,317	468,317	34%	446,850
TOTAL EXPENSES	1,706,650	-	-	0%	-
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,938,524</u>		<u>\$ 2,177,546</u>
INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 429,760		\$ 429,760		\$ 296,501
TOTAL REVENUE	-	\$ 12,498	12,498	100%	12,498
TOTAL EXPENSES	250,000	-	-	0%	-
Encumbrances & Other Activity			1		-
Ending Balance			<u>\$ 442,259</u>		<u>\$ 308,999</u>
CAPITAL OUTLAY					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 8,962,713		\$ 8,962,713		\$ 7,836,381
TOTAL REVENUE	7,987,798	\$ 40,815	40,815	1%	9,310
TOTAL EXPENSES	7,303,500	582	582	0%	(12)
Encumbrances & Other Activity			(378,801)		(1,047,083)
Ending Balance			<u>\$ 8,624,145</u>		<u>\$ 6,798,620</u>
CAMPUS DEVELOPMENT FUND					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,422,099		\$ 1,422,099		\$ 1,541,591
TOTAL REVENUE	824,160	\$ 280,990	280,990	34%	268,184
TOTAL EXPENSES	750,000	-	-	0%	-
Encumbrances & Other Activity			-		(22,605)
Ending Balance			<u>\$ 1,703,089</u>		<u>\$ 1,787,170</u>
PHASE 3 FACILITIES MASTER PLAN					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 2,569,927		\$ 2,569,927		\$ 3,352,596
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	2,332,622	3,529	3,529	0%	-
Encumbrances & Other Activity			(91,165)		(3,890)
Ending Balance			<u>\$ 2,475,234</u>		<u>\$ 3,348,706</u>
ALL OTHER FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 1,673,170		\$ 1,673,170		\$ 1,075,357
TOTAL REVENUE	19,175,858	\$ 2,241,500	2,241,500	12%	1,235,356
TOTAL EXPENSES	17,028,644	158,456	158,456	1%	269,564
Encumbrances & Other Activity			435,098		2,481,952
Ending Balance			<u>\$ 4,191,312</u>		<u>\$ 4,523,101</u>
GRAND TOTAL ALL FUNDS					
Unencumbered Cash Rollforward:					
Balance Forward	\$ 146,257,169		\$ 146,257,169		\$ 145,168,117
TOTAL REVENUE	235,897,452	\$ 14,898,304	14,898,304	6%	15,148,623
TOTAL EXPENSES	240,082,004	10,289,857	10,289,857	4%	11,820,871
Encumbrances & Other Activity			(17,923,748)		(17,233,990)
Ending Balance			<u>\$ 132,941,868</u>		<u>\$ 131,261,880</u>



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
CASH AND POOLED INVESTMENT ANALYSIS**

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	\$ 132,022,286	\$ 25,774,616	\$ 106,247,670	\$ 102,670,702
Adult Supplementary Education Fund	2,167,548	1,072,220	1,095,328	2,391,733
Student Activity Fund	1,851,046	49,564	1,801,482	2,044,666
Motorcycle Driver Safety Fund	1,277,166	11,436	1,265,729	1,185,549
Truck Driver Training Fund	1,403,584	15,124	1,388,461	1,167,581
Auxiliary Enterprise Funds	748,688	387,540	361,148	1,291,427
Revenue Bond Debt Service Fund	1,972,641	34,117	1,938,524	2,177,546
COM & ITC Repair and Replacement Reserve Funds	442,259	-	442,259	308,999
Capital Outlay Funds	12,294,447	3,670,302	8,624,145	6,798,620
Campus Development Fund	2,612,235	909,145	1,703,089	1,787,170
Phase 3 Facilities Master Plan	6,555,868	4,080,634	2,475,234	3,348,706
Special Assessments Fund	1,552,488	145,000	1,407,488	1,566,078
All Other Funds	7,864,724	3,673,412	4,191,312	4,523,101
TOTAL	\$ 172,764,979	\$ 39,823,111	\$ 132,941,868	\$ 131,261,880

**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 July, the ending balances were approximately \$122.3 million for 2024, \$116.2 million for 2023, and \$121.8 million for 2022. The estimated fiscal year 2024 ending balance is \$123.1 million.



**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
INVESTMENTS**

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
US TREASURY NOTES	01/21/22	07/15/23	0.81%	\$ 5,000,000	
COMMERCE BANK	06/06/23	07/20/23	5.11%	3,000,000	
US TREASURY BILLS	01/23/23	07/20/23	4.53%	7,160,000	
US TREASURY NOTES	01/21/22	08/15/23	0.85%		\$ 5,000,000
US TREASURY NOTES	01/23/23	08/31/23	4.50%		5,000,000
US TREASURY NOTES	01/21/22	09/15/23	0.88%		5,000,000
COMMERCE BANK	03/23/23	09/21/23	4.40%		5,000,000
US TREASURY NOTES	01/23/23	09/30/23	4.54%		5,143,000
US TREASURY NOTES	01/21/22	10/15/23	0.91%		5,160,000
COMMERCE BANK	06/06/23	10/26/23	5.23%		3,000,000
COMMERCE BANK	04/17/23	10/27/23	4.59%		5,000,000
US TREASURY NOTES	01/23/23	10/31/23	4.52%		5,155,000
US TREASURY NOTES	01/31/22	11/15/23	1.03%		2,635,000
US TREASURY NOTES	02/14/22	11/15/23	1.20%		5,000,000
COMMERCE BANK	06/06/23	11/30/23	5.25%		3,000,000
US TREASURY NOTES	06/06/22	11/30/23	2.32%		3,150,000
US TREASURY NOTES	06/06/22	12/15/23	2.36%		3,150,000
US TREASURY NOTES	01/23/23	12/15/23	4.51%		8,530,000
US TREASURY NOTES	06/06/22	12/31/23	2.37%		3,150,000
US TREASURY NOTES	06/06/22	01/15/24	2.39%		3,150,000
US TREASURY NOTES	06/06/22	01/31/24	2.41%		3,150,000
US TREASURY NOTES	06/06/22	02/15/24	2.42%		3,150,000
US TREASURY NOTES	06/06/23	02/15/24	5.10%		3,023,000
US TREASURY NOTES	06/06/22	02/29/24	2.43%		3,150,000
US TREASURY NOTES	06/06/23	02/29/24	5.06%		3,066,000
US TREASURY NOTES	06/06/22	03/15/24	2.46%		3,150,000
US TREASURY NOTES	06/06/23	03/15/24	5.02%		6,220,000
US TREASURY NOTES	06/06/22	03/31/24	2.47%		3,150,000
US TREASURY NOTES	04/18/22	04/15/24	2.34%		5,200,000
COMMERCE BANK	05/10/23	04/26/24	4.70%		7,093,833
US TREASURY NOTES	06/06/22	04/30/24	2.50%		3,870,000
US TREASURY NOTES	06/06/22	05/15/24	2.53%		3,150,000
US TREASURY NOTES	06/06/22	05/31/24	2.55%		3,150,000
US TREASURY NOTES	06/06/23	05/31/24	5.02%		6,145,000
US TREASURY NOTES	08/15/22	06/30/24	3.05%		2,250,000
US TREASURY NOTES	06/06/23	06/30/24	4.98%		6,045,000
US TREASURY NOTES	06/06/23	07/15/24	4.93%		3,200,000
US TREASURY NOTES	06/15/23	07/15/24	4.95%		3,145,000
US TREASURY NOTES	06/15/23	11/30/24	4.75%		3,005,000
US TREASURY NOTES	07/17/23	04/30/25	2.88%		5,330,000
US TREASURY NOTES	06/15/23	06/15/25	4.44%		3,107,000
US TREASURY NOTES	07/20/23	06/30/25	2.75%		5,250,000
		TOTAL			163,222,833
Municipal Investment Pool: (MIP) Daily Rate	07/01/23	07/31/23	3.76%		292,720
		GRAND TOTAL			\$ 163,515,554



**JOHNSON COUNTY
COMMUNITY COLLEGE**

**JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
JULY 31, 2023
8.3% OF FISCAL YEAR EXPIRED
FOUNDATION**

	ACTIVITY YEAR TO DATE JULY 31, 2023	PRIOR YEAR ACTIVITY TO DATE	\$	CHANGE	CHANGE %
FOUNDATION					
Contribution Income	\$ 114,292	\$ 169,189			
Event Revenue	88,151	20,519			
Investment Income	-	-			
Other Revenue	41,284	5,987			
TOTAL REVENUE	<u>\$ 243,726</u>	<u>\$ 195,695</u>	\$	48,032	24.5 %
Student Assistance	\$ -	\$ -			
Program Support	2,020	22,000			
Project Support	1,168	535			
Campus Support	5,510	-			
Programming Expenses	1,798	10,541			
General & Administrative Expenses	32,025	14,847			
TOTAL EXPENSES	<u>\$ 42,521</u>	<u>\$ 47,923</u>	\$	(5,401)	(11.3) %
Balance Forward	\$ 45,955,637	\$ 41,036,734			
Revenues Over Expenses	201,205	147,772			
Ending Balance	<u>\$ 46,156,842</u>	<u>\$ 41,184,506</u>	\$	4,972,336	12.1 %

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

August 31, 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 September 14, 2023 Board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
8/04/2023	00715986 - 00715992	AP	40,661.35
8/04/2023	!0046298 - 0046331	ACH	258,934.08
8/08/2023	J0219617	P-Card ACH	73,592.93
8/08/2023	W000232	WIRE	3,424.00
8/11/2023	W000233	WIRE	200.00
8/11/2023	00715993 - 00716178	AP	1,559,803.61
8/11/2023	!0046332 - !0046412	ACH	1,016,266.01
8/11/2023	J0219548	P-Card ACH	106,056.26
8/18/2023	00716179 - 00716333	AP	700,591.46
8/18/2023	!0046413 - !0046469	ACH	819,120.71
8/18/2023	J0219721	P-Card ACH	91,010.00
8/23/2023	W000234	WIRE	1,605,049.82
8/25/2023	00716334 - 00716421	AP	476,617.60
8/25/2023	!0046470 - !0046546	ACH	1,360,339.48
8/28/2023	J0219732	P-Card ACH	153,465.19
			\$8,265,132.50

Tuition Refunds and Financial Aid Disbursements

8/04/2023	10191426 - 10191436	3,749.87
8/11/2023	10191437 - 10191442	1,208.75
8/18/2023	10191443 - 10191448	1,604.81
8/25/2023	10191449 - 10191455	7,851.42
8/01/2023-8/28/2023	Refund ACH	40,993.03
		<hr/>
		\$55,407.88
		<hr/>
Total Cash Disbursements		<u>\$8,320,540.38</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 \$8,320,540.38.

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

September 14, 2023

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grants and contracts have been approved for funding.

1. Carl Perkins Program Improvement Grant FY24
Funding Agency: U.S. Department of Education / Kansas Board of Regents
Purpose: To develop more fully the academic, career and technical skills of students enrolled in career and technical education programs.
Duration: July 1, 2023 – June 30, 2024
Grant Administrator: Dianne Smethers
Amount Funded: \$478,464
JCCC Match: - 0 -
Applicant: JCCC
2. Progress, Accomplishment, Thriving, Hope (PATH) Scholarship Program
Funding Agency: Ellucian Foundation
Purpose: To provide emergency assistance and book/tuition scholarships to eligible students enrolled in the Fall 2023 semester.
Duration: September 15, 2023 – December 15, 2023
Grant Administrator: Christal Williams
Amount Funded: \$25,000
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
Equity Bank	Financial Aid	Credit	New	Ronan Sramek and Sharon Holmes with Equity Bank will provide Financial Literacy Workshops for JCCC students in the fall and spring semesters. No financial impact.
Workforce Partnership	Johnson County Adult Education (JCAE)	CE	Renewal	Non-cash contributions
Johnson County Health and Environment	Dental Hygiene	Credit	Renewal, AY 2023 – 2024	None
VA Medical Center - KC	HIM	Credit	New, AY 2023-2024	None

Various; Template for Facility Rental Request	All Facility Rentals	Event Management	Annual Approval	Approval to continue using the template form for “Facility Rental Requests” for third party facility rentals
--	-------------------------	---------------------	--------------------	---

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.

Gurbhushan Singh
VP Academic Affairs/CAO

Elisa Waldman
VP Workforce Development &
Continuing Education

Rachel Lierz
EVP Finance and Administrative Services

L. Michael McCloud
EVP/Provost

Andy Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

September 14, 2023

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Judy Reilly and Brian Baumgardner 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. Reilly's funds will go to the International and Immigrant Student Services Scholarship Fund, and Mr. Baumgardner's funds will go to the Baumgardner Scholarship for Human Science Fund.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees authorize the transfer of \$300 from the general fund to the JCCC Foundation student scholarship fund in honor of Judy Reilly and Brian Baumgardner.

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

September 14, 2023

TRANSFER OF FUNDS TO JCCC FOUNDATION

REPORT:

Revenue generated through the recycling efforts of the JCCC Center for Sustainability is considered public funds of the college and recorded in the Sustainability Initiatives Fund.

The Center for Sustainability has requested the transfer of \$5,000 from recycling proceeds to the JCCC Foundation to be used for scholarships. This disbursement brings the total distributed to the Foundation for scholarships since 2012 to approximately \$179,000.

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees authorize the transfer of \$5,000 from the Sustainability Initiatives Fund to the JCCC Foundation to be used for student scholarships.

Janelle Vogler
Vice President /
Chief Financial Officer

Rachel Lierz
Executive Vice President,
Finance & Administrative Services

Andrew W. Bowne
President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

September 14, 2023

HUMAN RESOURCES

1. Retirement

MICHAEL MYERS, Warehouse/Postal Services Associate, Operations, effective March 31, 2024.

RECOMMENDATION:

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

2. Separations

ANGELA CONSANI, Associate Professor Biology, Academic Affairs, effective August 11, 2023.

JOHN DEAN, Assistant Professor Computer Science/Information Systems, Academic Affairs, effective September 15, 2023.

LYDIA BERBERICH, Administrative Assistant Industrial Technology, Academic Affairs, effective September 19, 2023.

CALEB ANGOLO, Assistant Professor Hospitality Management, Academic Affairs, effective August 29, 2023.

JENEVIEVE NELSON, Success Coach, Student Success & Engagement, effective August 30, 2023.

DANIEL RAINEY, Lead Groundskeeper, Operations, effective September 7, 2023.

RECOMMENDATION:

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

Andrew W. Bowne
President