

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

**Meeting – Board of Trustees  
Temporary Board of Trustees Meeting Room - WCMT 111  
March 21, 2024 – 5:00 p.m.**

**AGENDA**

- |                                                                                       |                       |
|---------------------------------------------------------------------------------------|-----------------------|
| <b>I. CALL TO ORDER</b>                                                               | <b>Trustee Rayl</b>   |
| <b>II. PLEDGE OF ALLEGIANCE</b>                                                       | <b>Trustee Rayl</b>   |
| <b>III. ROLL CALL</b>                                                                 | <b>Trustee Rayl</b>   |
| <b>IV. AWARDS AND RECOGNITIONS</b>                                                    | <b>Trustee Rayl</b>   |
| A. Student Spotlight: Arriona Shorter                                                 |                       |
| <b>V. OPEN FORUM</b>                                                                  | <b>Trustee Rayl</b>   |
| <b>VI. BOARD REPORTS</b>                                                              |                       |
| A. Student Senate                                                                     | Epuna Gonzales        |
| B. College Lobbyist                                                                   | Dick Carter           |
| C. College Council                                                                    | Jason Arnett          |
| D. Faculty Association                                                                | Andrea Vieux          |
| E. Johnson County Education Research Triangle                                         | Trustee Smith-Everett |
| F. Kansas Association of Community Colleges                                           | Trustee Cross         |
| G. Foundation                                                                         | Trustee Hamill        |
| <b>VII. COMMITTEE REPORTS AND RECOMMENDATIONS</b>                                     |                       |
| A. Audit Committee (pp 1-2)                                                           | <b>Trustee Rayl</b>   |
| B. Employee Engagement & Development Committee (pp 3-11)                              | <b>Trustee Cross</b>  |
| <u>Recommendation:</u> Suspension, Demotion and Termination<br>Policy 415.08 (pp 3-8) |                       |
| <u>Recommendation:</u> Update to Non-Exempt Salary Tables (pp 9-10)                   |                       |

- C. Management and Finance Committee (pp 12-28) Trustee Hamill  
Recommendation: Use of Technology and Communication Systems Policy 510.00 (pp 13-14)  
Recommendation: Social Media Policy 520.00 (pp 15-16)  
Recommendation: Protection of Minors on Campus Policy 613.00 (pp 17-21)  
Recommendation: Water Main Extension Agreement – CDL Driving Range (p 22)  
Recommendation: Right-of-Way Easement Conveyance – CDL Driving Range (p 22)  
Recommendation: Benefit District Agreement – CDL Driving Range (p 23)  
Recommendation: Active Learning Classroom Renovations (p 25)  
Recommendation: Roof Replacement – Science (SCI) Building (p 26)  
Recommendation: Network Infrastructure Equipment (p 27)
- D. Student Success Committee (pp 29-32) Trustee Rattan  
Recommendation: Student Trip/Travel Policy 318.08 (pp 29-31)

#### VIII. PRESIDENT’S RECOMMENDATIONS FOR ACTION

- A. Treasurer’s Report (pp 33-44) Trustee Hamill  
 B. Monthly Report to the Board Dr. Judy Korb

#### IX. NEW BUSINESS Trustee Rayl

#### X. OLD BUSINESS Trustee Rayl

#### XI. CONSENT AGENDA Trustee Rayl

- A. Regular Monthly Reports and Recommendations
1. Minutes of Previous Meetings
  2. Affiliation, Articulation and Reverse Transfer, Cooperative and Other Agreements (pp 45-59)
  3. Cash Disbursement Report (pp 60-61)
  4. Curriculum (p 62)
  5. Grants, Contracts and Awards (pp 63-64)
  6. Retirement Tribute Fund (p 65)
- B. Human Resources (p 66)
1. Retirements
  2. Separations
- C. Human Resources Addendum

**XII. EXECUTIVE SESSION**

**XIII. ADJOURNMENT**

AUDIT COMMITTEE MEETING  
Minutes  
February 28, 2024

The Audit Committee Meeting met at 8:30 a.m. on Wednesday, February 28, 2024, in the Virginia Krebs Room. Those present were Trustee Chair Melody Rayl, Trustee Laura Smith-Everett, Dr. Judy Korb, Rick Wright, Rachel Lierz, Rob Caffey, Kevin Lutz, Kelsey Nazar, Dr. Shelli Allen, Dr. Sandra Warner, Chris Gray, Ashawnte Thompson, Gennie Harold, Caitlin Murphy, Sean Burkett, Samantha Williams, Deb Nicholson, Vicki Jo Powers, and Cheryl McLeod.

Update on activities and audits (AU-1)

*Travel and Expense Review* – Mr. Wright presented the results of the review noting that travel expenditures were generally found to comply with current policy and procedures. Findings noted were low risk and financially insignificant.

*Quarterly Projects Update* – Mr. Wright provided an update on recent audit activities and plans for the quarter. Upcoming projects include work with our co-source partner FORVIS on a Payroll Operations Audit.

Audit recommendations follow-up matrix (AU-2)

Mr. Wright presented an update on the status of prior audit recommendations. The Bookstore has completed three of six open items and measurable progress has been made on the remaining open items, which have expected completion dates by June 2024. One item remains open for the IT Incident Management audit and this item is in process with an April 2024 expected completion date.

JCCC Ethics Report Line update (AU-3)

Between November 18, 2023, and February 19, 2024, six reports were received via the JCCC Ethics Report Line. Two reports were received anonymously. All reports have been reviewed. Three cases have been closed and three are in process. An additional seven cases were received via HR channels of which all have been reviewed with six closed and one in process.

**JCCC AUDIT COMMITTEE  
WORKING AGENDA  
FY 2024**

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

EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE  
MINUTES  
March 6, 2024

The Employee Engagement and Development Committee met at 8:30 a.m. on Wednesday, March 6, 2024, in the WCMT building. Those present were Trustees Lee Cross, Mark Hamill, and Greg Mitchell; staff Judy Korb, Caitlin Murphy, Rachel Lierz, Kelsey Nazar, and Liz Loomis, recorder.

HR1 Review and Update Personnel Policies

Policy	Recommended Action	Material Changes
Suspension, Demotion and Termination Policy 415.08	Modify	The recommended changes remove refusal to submit to polygraph test from the list of reasons for suspension, demotion, or termination and add grounds and change timeframe to appeal a suspension or recommendation for demotion or termination.

Report:

The Employee Engagement and Development Committee has reviewed the recommended changes to the Suspension, Demotion and Termination Policy 415.08. The recommended changes remove refusal to submit to polygraph test from the list of reasons for suspension, demotion, or termination and add grounds and change timeframe to appeal a suspension or recommendation for demotion or termination.

**RECOMMENDATION**

**It is the recommendation of the Employee Engagement and Development Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Suspension, Demotion and Termination Policy 415.08, as shown subsequently in the Board packet.**

Suspension, Demotion and Termination Policy 415.08

Johnson County Community College  
Series: 400 Personnel  
Section: Employee Complaints and Discipline

[Cross Reference: Suspension, Demotion and Termination Appeal Operating Procedure 416.02](#)

**Applicability:** This Policy applies to all Johnson County Community College (“JCCC” or the “College”) employees.

**Purpose:** The purpose of this Policy is to govern employee suspension, demotion and termination.

**Statement:**

#### **A. Reasons for Suspension, Demotion and Termination**

The College expects professional, courteous and respectful behavior from all of its employees. The following is a non-exhaustive list of valid reasons or causes for suspension, demotion or termination of any employee.

1. Abolition of position or program.
2. Activity which could adversely reflect upon the College or impair effectiveness on the job.
3. Commission of acts which could cause or result in disruption of the operation of classes or other activities at the College or which could endanger the safety of persons or property.
4. Conviction of a criminal act. (If an employee with a felony conviction is employed, and it is revealed at the time of employment and made a matter of record in the employee's personnel file, that conviction shall not constitute a reason for subsequent non-renewal or termination.)
5. Dishonesty or falsification of information.

6. Failure to comply with any College policy, operating procedure, or rules or any laws or regulations.
7. Failure to comply with reasonable requirements of the job, as may be prescribed from time to time.
8. Failure to maintain required training, certification or licensing.
9. Inefficiency or incompetency in the performance of duties.
10. Insubordination or failure to comply with and carry out reasonable directives of supervisor(s).
11. Insufficient revenue.
12. Mental or physical unfitness which renders the employee incapable of satisfactorily performing essential job functions.
13. Neglect of duty.
14. Negligent, careless or improper use of College property, resources or funds or unauthorized use of College property, resources or funds for personal use.
15. Reduction in staff.
- ~~16. Refusal to submit to a polygraph test relating to job related duties.~~
- ~~17.~~16. \_\_\_ Unauthorized absence or excessive absenteeism. Failure to appear for work may be treated as a resignation in accordance with the [Resignation Policy 415.07](#).
- ~~18.~~17. \_\_\_ Unauthorized conversion of property.
- ~~19.~~18. \_\_\_ Unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or abuse of alcohol (as defined in the Drug-Free Workplace Act of 1988 and in the Drug-Free Schools and Communities Act Amendments of



1989) by an employee on College property or as part of any College activities; or the failure of an employee to notify the College of any criminal drug statute conviction for a violation occurring in the workplace as required by the Substance Abuse and Alcohol Policy 424.03.

~~20.19.~~      Unprofessional conduct.

~~21.20.~~      Violation of a written contract.

## **B. Notice of Demotion or Termination**

Unless otherwise specified in a written contract or by law, employment for College employees is at will, and such employees may be demoted or terminated without cause and without any reason being given for such action.

Whenever the employee's supervisor or designee, following the guidance of ~~and~~ a director over Human Resources, determines that an employee should be demoted or terminated, Human Resources will ~~send~~ provide written notification signed by the supervisor or designee to the employee that such a recommendation will be made at an upcoming regular Board meeting or a special Board meeting.

If an employee is recommended for demotion or termination, the notice will include:

~~1. The date of determination.~~

~~2.1.~~      The nature of the determination (i.e., demotion or termination) ~~and the effective date.~~

~~3.2.~~      The reasons for the determination.

~~3.~~ Any interim actions, such as administrative leave prior to Board consideration of the recommendation, and the effective date of such action.

~~4.~~ An ~~The~~ option to review the employee's personnel file in accordance with the Personnel File Policy 413.00.

5. The employee's appeal rights, if applicable. This requirement may be satisfied by citing or including a copy of the relevant policies.

Employees not in a Probationary Period as defined by the [Probationary Period Policy 415.06](#) will receive two (2) weeks' notice prior to Board consideration of a recommendation for ~~of~~ demotion or termination.

However, employees subject to a written contract or to the provisions of K.S.A. 72-2251 et seq. will receive notice of termination, demotion, suspension or non-renewal in accordance with the written contract or the provisions of the law, respectively, to the extent that those provisions are inconsistent with this Policy. The fact that an employee's written contract has been renewed in the past shall not be deemed to create an expectation of continued employment beyond the written contract expiration date, nor shall it create any protected property interest in employment beyond the written contract expiration date.

### C. Notice of Suspension

Employees may be suspended with or without pay if it is necessary to protect the best interests of the College. Whenever the employee's supervisor or designee, following the guidance of ~~and~~ a director over Human Resources, determines that an employee should be suspended, Human Resources will ~~send~~ provide the employee written notification signed by the supervisor or designee of the same. An employee may be suspended ~~by the supervisor and a director over Human Resources~~ for a period up to thirty (30) ~~work~~ business days.

### D. Appeals

Employees may appeal a suspension or recommendation for ~~,~~ demotion or termination, upon the following grounds:

1. Procedural irregularity that affected the outcome of the matter.
2. New evidence that was not reasonably available at the time the determination was made that affected the outcome of the matter.

Notwithstanding the foregoing, except that there shall be no right of appeal if:

1. The employee is suspended with pay.
2. The employee is a part-time or temporary employee.
3. The employee is not to be reappointed because of insufficient revenues, abolition of position or program, reduction of program, failure of employee to satisfactorily complete the probationary period, or failure of the employee to maintain certification and/or licensing or provide satisfactory evidence thereof.

~~Appeals must be made in writing to the Vice President of Human Resources within ten (10) business days of the notification of suspension, demotion or termination. Where grounds for appeal exist, the employee must submit a written appeal to the Office of the Vice President of Human Resources in writing within five (5) business days of the date the notice of suspension or recommendation of demotion or termination was delivered to the employee. The written appeal must describe in detail the grounds for appeal.~~ Appeals will be processed in accordance with the [Suspension, Demotion and Termination Appeal Operating Procedure 416.02](#).

In the event a suspension is followed by a recommendation that the suspended employee be demoted or terminated, the matter of any appeal of the suspension shall become moot.

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Date of Adoption:

Revised: 01/06/1994, 05/15/1997, 05/14/2015, 06/21/2018, 07/15/2021, [03/21/2024](#)

HR3 Monitor Compensation Planning

Non-exempt salary table recommended by Culpepper and approved by the Board of Trustees in December, 2023 was developed based on 26 pay periods using 2,080 work hours in a year with the hourly amounts rounded to the nearest \$0.25.

JCCC’s practice is to use 2,088 work hours in a year, based on 24 pay periods, to calculate annual salary amounts for hourly positions. Both methods are acceptable but produce slightly different results. The following changes to the non-exempt salary table are requested.

**Non-exempt Salary Table as approved in Compensation Plan on December 14 2023**

2080 Rounded to .25 Culpepper Version					
Grade	Min	2Q	Midpoint	4Q	Max
23	\$ 65.50	\$ 76.50	\$ 87.75	\$ 99.00	\$ 110.25
22	\$ 55.25	\$ 64.50	\$ 73.75	\$ 83.00	\$ 92.25
21	\$ 46.75	\$ 54.50	\$ 62.25	\$ 70.00	\$ 77.50
20	\$ 40.00	\$ 46.50	\$ 52.75	\$ 59.50	\$ 65.75
19	\$ 34.50	\$ 40.00	\$ 45.25	\$ 50.50	\$ 56.00
18	\$ 29.75	\$ 34.50	\$ 39.00	\$ 43.50	\$ 48.00
17	\$ 26.00	\$ 30.00	\$ 33.75	\$ 37.50	\$ 41.50
16	\$ 22.75	\$ 26.00	\$ 29.50	\$ 32.50	\$ 36.00
15	\$ 20.00	\$ 23.00	\$ 25.75	\$ 28.50	\$ 31.50
14	\$ 18.00	\$ 20.50	\$ 23.00	\$ 25.50	\$ 27.75
13	\$ 16.00	\$ 18.00	\$ 20.50	\$ 22.50	\$ 24.75
12	\$ 15.00	\$ 17.00	\$ 18.25	\$ 20.50	\$ 22.00
11	\$ 15.00	\$ 16.50	\$ 16.50	\$ 18.50	\$ 20.00
10	\$ 15.00	\$ 15.00	\$ 15.00	\$ 16.50	\$ 17.25

**Proposed Adjusted Non-exempt Salary Table, March 2024**

2088 Calculated Version - Proposed New Hourly Scale					
Grade	Min	2Q	Midpoint	4Q	Max
23	\$ 65.18	\$ 76.34	\$ 87.50	\$ 98.71	\$ 109.87
22	\$ 54.93	\$ 64.18	\$ 73.37	\$ 82.61	\$ 91.81
21	\$ 46.60	\$ 54.26	\$ 61.93	\$ 69.54	\$ 77.20
20	\$ 39.85	\$ 46.26	\$ 52.63	\$ 59.05	\$ 65.47
19	\$ 34.24	\$ 39.61	\$ 45.02	\$ 50.38	\$ 55.75
18	\$ 29.65	\$ 34.20	\$ 38.75	\$ 43.30	\$ 47.84
17	\$ 25.81	\$ 29.69	\$ 33.57	\$ 37.40	\$ 41.28
16	\$ 22.65	\$ 25.96	\$ 29.31	\$ 32.61	\$ 35.92
15	\$ 20.02	\$ 22.89	\$ 25.77	\$ 28.59	\$ 31.47
14	\$ 17.82	\$ 20.31	\$ 22.80	\$ 25.24	\$ 27.73
13	\$ 15.95	\$ 18.10	\$ 20.31	\$ 22.46	\$ 24.62
12	\$ 15.00	\$ 16.71	\$ 18.20	\$ 20.21	\$ 21.98
11	\$ 15.00	\$ 16.19	\$ 16.43	\$ 18.63	\$ 19.83
10	\$ 15.00	\$ 15.00	\$ 15.00	\$ 16.67	\$ 17.24

**RECOMMENDATION:**

**It is the recommendation of the Employee Engagement and Development Committee that the Board of Trustees accept the recommendation of the College administration to adopt the adjusted non-exempt salary table based on 24 pay periods and 2,088 work hours per year.**

**EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE**  
**Working Agenda**  
**2024**

HR-1 Review and Update Personnel Policies

HR-2 Monitor Employee Benefit Programs.

- Annual benefit review
- Benefit renewal contracts

HR-3 Monitor Compensation Planning

- Compensation plan (2023 Culpepper Study) update
- Staff salary increase recommendations

HR-4 Monitor HR and Employee Engagement Strategies and Initiatives

- Awards and recognition program
- Leadership and supervisor training programs
- Strategic Plan Goal 4 KPIs

HR-5 Monitor Inclusion and Belonging Strategic Measures and Initiatives

## MANAGEMENT AND FINANCE COMMITTEE

### Minutes

March 6, 2024

The Management and Finance Committee met at 9:00 AM on Wednesday, March 6, 2024, in WCMT 111. Those present were Trustees Mark Hamill, Lee Cross, and Greg Mitchell; staff: Malina Bryan-Smith, Rob Caffey, Jim Feikert, Anthony Funari, Tom Hall, Rachel Lierz, Caitlin Murphy, Kelsey Nazar, Janelle Vogler, Sandra Warner, and Linda Nelson, recorder.

#### Grants Activities

Malinda Bryan-Smith, Executive Director Grants Development and Anthony Funari, Sr. Grant Professional provided a report on grants leadership and development. The report included strategies and implementation as well as an update on financial activities for the past five years. Total grant dollars awarded for FY 22-23 from federal, state and private funding was \$7.12 million.

#### Review and Update Policies

Rob Caffey, Vice President, Information Services/Chief Information Officer, reviewed the recommended modifications to the Use of Technology and Communication Systems Policy 510.00. Rachel Lierz, Executive Vice President, Finance and Administrative Services, reviewed the recommended modifications to the Social Media Policy 520.00. Sandra Warner, Executive Director, Mission Continuity & Risk Management reviewed the recommended adoption of the Protection of Minors on Campus Policy 613.00.

<b>Policy</b>	<b>Recommended Action</b>	<b>Material Changes</b>
Use of Technology and Communication Systems Policy 510.00	Modify	The recommended changes revise the purpose statement and clean up the language used in the Policy.
Social Media Policy 520.00	Modify	The recommended changes remove outdated references to social media.
Protection of Minors on Campus Policy 613.00	Adopt	The recommended policy establishes standards, obligations and expectations for adults working with minors in covered activities.

Report:

The Management and Finance Committee has reviewed the recommended changes to the Use of Technology and Communication Systems Policy 510.00. The recommended changes revise the purpose statement and clean up the language used in the Policy.

### **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 modification to the Use of Technology and Communication Systems Policy 510.00, as shown subsequently in the Board packet.**

### **Use of Technology and Communication Systems Policy 510.00**

**Johnson County Community College**

**Series: 500 Information Services**

**Section: College Technology and Communication Systems**

**Cross-Reference:** [Use of Technology and Communication Systems Operating Procedure 510.01](#)

**Applicability:** This Policy applies to the Johnson County Community College (“JCCC” or the “College”) campus community, including all students, personnel, and visitors or other individuals using JCCC Technology and Communication Systems or JCCC Information (“Users”), regardless of whether the access or use is from a JCCC device or occurs on campus.

**Purpose:** The purpose of this Policy is to establish JCCC’s Technology and Communication Systems are provided ~~for the purpose of promoting to promote~~ College educational activities and conducting business on behalf of JCCC.

### **Definitions:**

“Communication Systems” includes, without limitation, JCCC sponsored or provided: e-mail (i.e., JCCC e-mail and stumail accounts), other messaging tools and their associated systems, phone, Internet, Intranet and other internal and external employee and student portals.



“JCCC Information” ~~is~~means JCCC related information accessed, created, input, stored, copied, sent, received or downloaded by Users on or through the Technology and Communication Systems, regardless of whether it is viewed, accessed, or created on a personal, password-protected, web-based email account or technology. JCCC Information includes, but is not limited to: all documentation, e-mails and e-mail attachments, postings on any JCCC sponsored Internet-based forums or social media accounts, charts, student records, statistics, and strategies, working papers, manuals, correspondence, notes, contracts, agreements and software that JCCC or its employees use in JCCC operations.

“Technology” includes, without limitation, JCCC sponsored or provided: network use and access (whether wired or wireless or remote or on-campus), and all associated equipment, hardware, software, services, and access to data.

**Statement:**

Users must comply with all applicable federal, state, and local laws and regulations, and procedures established by the College governing access or use of Technology, Communication Systems and JCCC Information. To maintain the integrity of the Technology and Communication Systems and to ensure compliance with applicable policies and operating procedures, JCCC has the ability to monitor and manage access and use of the Technology, Communication Systems and JCCC Information, and may do so in accordance with this Policy and the [Use of Technology and Communication Systems Operating Procedure 510.01](#).

Any User who violates this Policy or the [Use of Technology and Communication Systems Operating Procedure 510.01](#) may have User’s account or privileges revoked and such violation may result in disciplinary and legal action.

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Date of Adoption: 01/18/2007

Revised: 03/13/2014, 05/13/2021, 03/21/2024

Report:

The Management and Finance Committee has reviewed the recommended changes to the Social Media Policy 520.00. The recommended changes remove outdated references to social media.

### **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 modification to the Social Media Policy 520.00, as shown subsequently in the Board packet.**

Social Media Policy 520.00

Johnson County Community College  
Series: 500 Information Services  
Section: Social Media

**Cross-Reference:** [Social Media Guidelines Operating Procedure 520.01](#)

**Applicability:** This Policy applies to all Johnson County Community College (“JCCC” or the “College”) students and employees.

**Purpose:** The purpose of this Policy is to recognize the importance of Social Media as a communication and education tool.

### **Definitions:**

“Social Media” refers to online internet communities used to share information in all forms. Social Media platforms include, but are not limited to, ~~Twitter~~, Facebook, LinkedIn, Instagram, YouTube, Snapchat, Reddit, ~~third party wikis~~, virtual worlds, blog hosting sites, and JCCC listservs. The term “Social Media” is intended to be construed broadly to include any interactive communication technologies that may be used by JCCC students and employees.

### **Statement:**

The College supports the use of Social Media at the College in accordance with the Social Media Guidelines Operating Procedure 520.01 and related guidance issued by the College. JCCC students and employees must comply with all applicable federal, state, and local laws and applicable College policies and operating procedures when using Social Media.

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Date of Adoption: 08/15/2013

Revised: 08/15/2019, 11/18/2021, 03/21/2024

Report:

The Management and Finance Committee has reviewed the recommended adoption of the Protection of Minors on Campus Policy 613.00. The recommended Policy establishes standards, obligations and expectations for adults working with minors in covered activities.

## **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 adoption of the Protection of Minors on Campus Policy 613.00, as shown subsequently in the Board packet.**

### Protection of Minors on Campus Policy 613.00

Johnson County Community College

Series: 600 Safety and Security

Section: Campus Community Safety, Wellness and Continuity

**Applicability:** This Policy applies to persons responsible for the custody, control and supervision of Minors participating in Covered Activities offered by Johnson County Community College (“JCCC” or the “College”) or sponsored by Third Parties on College property.

**Purpose:** The purpose of this Policy is to promote the safety and welfare of Minors participating in Covered Activities sponsored by the College or by Third Parties on College property by establishing standards, obligations and expectations for the adults who work with Minors in Covered Activities.

### **Definitions:**

“Abuse” means physical, mental or emotional abuse, sexual abuse or neglect, as those terms are defined in K.S.A. 38-2202.

“Child” or “Children” means a person or persons under the age of 18 years.

“Covered Activity” means a program or activity covered by this Policy that is intended primarily for unaccompanied Children and is sponsored by the College or is conducted on

campus by a Third Party in conjunction with a written agreement with the College. A program or activity is a “Covered Activity” if the College or Third Party affirmatively accepts responsibility for custody, control and supervision of the Minors for the duration of the program or activity. Acceptance of such responsibility occurs only if a Child is registered for the program or activity by a parent or guardian and only while the Child is present at the program or activity. Examples of situations that are not Covered Activities include:

1. Events that are open to the general public, such as concerts, athletic events, exhibitions and festivals. At such events, Children are reasonably expected to be accompanied and supervised by parents or legal guardians, and their presence without parents or guardians does not transfer custody, control and supervision to the College or the Third Party sponsoring the event.

2. Field trips where Children are brought onto College property by a school or other organization and the representatives of those schools or organizations are expected to retain responsibility for custody, control and supervision of the Children.

3. College credit courses.

4. Johnson County Adult Education classes.

5. College Continuing Education classes, except that classes intended primarily for Children, including but not limited to Drivers Education and Youth Enrichment Program classes, are Covered Activities.

6. The Hiersteiner Childhood Development Center.

7. Children accompanying personnel or visitors for a reason other than a Covered Activity.

8. Campus visits and tours by prospective students.

9. Any other visit by Children to College property in which custody, control and supervision is not expressly vested in the College or a Third Party as stated in this definition.

“Custody, Control and Supervision” means authority to guide, manage and supervise a Child, which remains vested in a parent or legal guardian unless delegated to the College or Third Party for a duration of time and for a specific Covered Activity, during which the College or Third Party is exercising its own authority to guide, manage and supervise the

Minor. Transfer of custody, control and supervision is evidenced by the registration and presence of a Child in a Covered Activity.

“Minor” means a person under the age of 18 years who is participating in a Covered Activity.

“Responsible Adult” means a person over the age of 18 years who is responsible for the custody, control and supervision of Minors participating in a Covered Activity and is an employee of the College, a person volunteering at the College pursuant to the Volunteer Policy 440.00, or an employee, agent or volunteer of a Third Party that has a written agreement with the College to conduct Covered Activities on College property.

“Third Party” means a person or organization independent from the College.

**Statement:**

All persons interacting with Children on campus are expected to abide by all federal and state laws and regulations concerning the protection of Children. College employees who are Responsible Adults shall comply with this Policy and additional standards or procedures for working with Minors set by a College department or program. Third Parties are subject to this Policy and additional standards or procedures specified by the College in a written agreement.

Persons who violate this Policy may, as appropriate, be referred to legal authorities. College employees who violate this Policy are subject to discipline up to termination under the Suspension, Demotion and Termination Policy 415.08, and volunteers who violate this Policy may have their service with the College discontinued. Third Parties who violate this Policy will be subject to the terms and conditions of the written agreement with the College.

**I. Required Conduct**

A. A College employee who is planning a program or activity intended primarily for unaccompanied Children shall notify the Executive Director of Mission Continuity and Risk Management prior to promoting the activity.

B. A Responsible Adult shall:

1. Follow all written College policies and operating procedures and internal policies, procedures or standards specified by the department or program.

2. Immediately report to the College Police Department if, in connection with a Covered Activity, the Responsible Adult witnesses or has reasonable cause to suspect Abuse of a Minor. Other reporting requirements not addressed in this Policy may apply, such as the obligation of mandated reporters under Kansas law to report to the Kansas Department for Children and Families when they have reason to suspect that a minor Child has been harmed by physical, mental or emotional abuse or neglect or sexual abuse.

3. Responsible Adults who are employees or volunteers of the College shall successfully complete a criminal background check as required by the Criminal Background Check Policy 413.03 or Volunteers Policy 440.00, as applicable, and complete and follow all training for Responsible Adults designed to prevent the Abuse of a Minor as required by the College's Executive Director of Mission Continuity and Risk Management. Both shall be completed at a frequency specified by the Executive Director of Mission Continuity and Risk Management.

4. Prior to engagement with Minors in a Covered Activity, Responsible Adults who are employees, agents or volunteers of a Third Party shall complete criminal background checks and training designed to prevent the Abuse of a Minor as set out in the written agreement with the College. The relevant terms and conditions of the written agreement shall be reviewed and approved by the College's Executive Director of Mission Continuity and Risk Management.

C. The Executive Director of Mission Continuity and Risk Management or designee shall:

1. Establish procedures for College employees to notify Risk Management of programs or activities intended primarily for unaccompanied Children and for Risk Management to periodically survey College departments to identify programs or activities that may be Covered Activities.

2. Confirm that Covered Activities follow the requirements of this Policy and any Risk Management or program procedures, including the requirement that background checks and training required by this Policy have occurred for all Responsible Adults prior to their first involvement in a Covered Activity.

## **II. Prohibited Conduct**

In connection with a Covered Activity, a Responsible Adult shall not:

1. Be alone with a Minor, unless the Responsible Adult is a relative or guardian of the Minor or one-on-one interaction has been determined by the supervisory College employee to be appropriate for the Covered Activity. Even approved one-on-one interactions should adhere to training principles to ensure protection of Minors.

2. Engage in, or attempt to engage in, Abuse of a Minor.

3. Engage in, or attempt to engage in, any behavior with a Minor that is prohibited by Chapter 21 of the Kansas Statutes Annotated.

4. Contact a Minor through any means, including social media, for the purpose of engaging in sexual conversation, sexual conduct or any other prohibited conduct.

### **III. Retaliation**

Retaliatory action against anyone who, acting in good faith, has reported alleged Abuse in accordance with this Policy, or has been involved in investigating or responding to allegations of Abuse, or has reported a failure to comply with this Policy, is prohibited. Complaints of retaliation will be addressed in accordance with the Employee Discrimination, Harassment or Retaliation Policy 420.00 or the Student Discrimination, Harassment or Retaliation Policy 319.05, as appropriate.

### **IV. Third Party Use of College Facilities**

Any Third Party that wishes to operate Covered Activities on College property must register with the Executive Director of Mission Continuity and Risk Management and have a written agreement with the College that includes, but is not limited to, requirements for appropriate insurance coverage and assurances that its employees, volunteers or agents who interact with Minors on College property have received proper training, have successfully completed background checks, will adhere to incident response and reporting requirements and supervision ratios and will comply with College policies and operating procedures.

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Date of Adoption: 03/21/2024

Revised:



Other agreements

Rachel Lierz presented three agreements related to the College’s construction of a Commercial Driver’s License (CDL) Driving Range training facility in Edgerton, Kansas.

Construction of a water main extension is necessary to serve the CDL Driving Range facility. Construction will be completed by JE Dunn Construction pursuant to the existing Design Build contract with the College for the CDL Driving Range.

**RECOMMENDATION:**

**It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the College administration to enter into a Water Main Extension Agreement with Rural Water District No. 7, Johnson County, Kansas, to serve the College’s CDL Driving Range facility in Edgerton, Kansas.**

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Rachel Lierz  
Executive Vice President,  
Finance & Administrative Services

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Judy Korb  
Interim President

Construction of the aforementioned water main extension requires granting of a private easement to Rural Water District No. 7 with the right of ingress and egress through the JCCC CDL Driving Range property. The College has worked with Rural Water District No. 7, JE Dunn Construction and a surveyor to appropriately define the easement rights.

**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 granting of an easement to Rural Water District No. 7, Johnson County, Kansas, on JCCC property near and around the CDL Driving Range facility in Edgerton, Kansas, related to construction of a water main extension to serve the CDL Driving Range facility, and that the Board authorize the President to execute the necessary documentation to grant such easement and to take such other action necessary and appropriate to effectuate the same.**

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Rachel Lierz  
Executive Vice President,  
Finance & Administrative Services

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Judy Korb  
Interim President

Since 2022, the City of Edgerton and JCCC have discussed potential future road improvements to 191<sup>st</sup> Street in Edgerton, Kansas. Such future improvements may be part of a Benefit District established by the City, through which cost of improvements may be split between the City and property owners pursuant to a statutory formula and either paid up front in a single payment or financed over a number of years.

K.S.A. 12-6A06 establishes a process for property owners to protest formation of a Benefit District to pay for construction of sidewalks or street improvements. The City of Edgerton is requesting JCCC to enter into an Agreement with the City waiving its right to protest formation of such a Benefit District for a period of 20 years. Other property owners along 191<sup>st</sup> Street have previously entered into similar Agreements with the City. At this time, the City does not have a timeline or plan established for future road improvements.

**RECOMMENDATION:**

**It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the College administration to enter into an Agreement with the City of Edgerton, Kansas whereby the College waives any right it may have under K.S.A. 12-6A06 to protest the formation of a Benefit District to pay for the construction of sidewalks or road improvements for a period of 20 years.**

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Rachel Lierz  
Executive Vice President,  
Finance & Administrative Services

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Judy Korb  
Interim President

## Capital Acquisitions and Improvements: Progress Report

Tom Hall, Associate Vice President, Campus Services and Facility Planning, provided the committee with an update of progress on the CDL Driving Range project and the GEB 1<sup>st</sup> floor renovation. Information on facilities projects from the capital acquisitions and improvements matrix was provided in the Management and Finance Committee meeting materials.

## Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed two bid recommendations and one contract increase recommendation.

### **BIDS & AWARDS: \$150,000+** **MARCH 2024 MANAGEMENT & FINANCE COMMITTEE**

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<b>Bid:</b>	<b>24-057 Active Learning Classroom Renovations</b>
Fund:	0201 General Fund
Vendors Notified:	160
Contract Period:	Project Completion
Award Justification:	Low bid
Description:	Request for Bid (RFB) for the renovation of existing classrooms into Active Learning Classrooms (ALCs) in the following buildings: General Education Building (GEB), Midwest Trust Center (MTC), Wylie Hospitality and Culinary Academy (WHCA) for the following rooms: GEB 254, GEB 375, MTC 124, MTC 338, and WHCA 119.

#### Evaluation Committee

1. Brett Edwards - Director, Campus Services and Energy Management
2. Tom Hall - Associate Vice President, Campus Services
3. Larry Allen - Senior Buyer, Procurement Services
4. Richard Hill - Maintenance Supervisor
5. Kevin Swisher - Maintenance Supervisor

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

1. **Bull Creek Construction:**     **\$334,475**
2. Centric Construction:         \$387,849
3. GPS-KC:                         \$435,614
4. Royal Construction:           \$460,000
5. Prairie Band Construction:   \$494,520
6. Vazquez Commercial:         \$497,324
7. The Wilson Group:             \$594,500

#### Management and 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 bid from Bull Creek Construction for Active Learning Classroom Renovations, in the amount of \$334,475 with an additional 10% contingency of \$33,448 to allow for possible unforeseen costs, for a total amount of \$367,923.**

**BIDS & AWARDS: \$150,000+**  
**MARCH 2024 MANAGEMENT & FINANCE COMMITTEE**

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<b>Bid:</b>	<b>24-096 Roof Replacement - Science (SCI) Building</b>
Fund:	7111 Capital Outlay
Vendors Notified:	84
Contract Period:	Project Completion
Award Justification:	Low bid
Description:	Request for Bid (RFB) for the roof replacement on the Science (SCI) Building.

Evaluation Committee

1. Brett Edwards - Director, Campus Services and Energy Management
2. Tom Hall - Associate Vice President, Campus Services
3. Richard Hill - Maintenance Supervisor
4. Larry Allen - Senior Buyer, Procurement Services

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

1. **JR & Co.:** **\$367,000**
2. Godard & Son Roofing: \$414,900
3. Premier Contracting: \$549,217
4. Boone Brothers Roofing: \$550,980
5. Quality Roofing Company: \$575,000
6. Delta Innovative Services: \$606,000

Management and 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 bid from JR & Co. for the Science (SCI) Building Roof Replacement, in the amount of \$367,000 with an additional 10% contingency of \$36,700 to allow for possible unforeseen costs, for a total amount of \$403,700.**

**CONTRACT INCREASE: \$150,000+**  
**MARCH 2024 MANAGEMENT & FINANCE COMMITTEE**

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<b>Contract Increase:</b>	<b>Network Infrastructure Equipment (C20-061-00)</b>
Fund:	0201 General
Total Contract Period:	7/1/20 - 6/30/25
Renewal Option:	4 of 4 (Contract Value Increase)
Description:	For an additional \$200,000 to the original FY24 Board-approved annual amount of \$1,065,000, bringing the new FY24 total amount to \$1,265,000. This additional amount is needed for wireless equipment to be used across the campus (BoT - June 2020).

Contract Increase Total

1. **Sirius:** **\$200,000**

**Management and 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 an additional \$200,000 to Sirius, for Network Infrastructure equipment, for a total FY24 amount of \$1,265,000.**

Informational Items

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

The next Management and Finance Committee meeting is scheduled for Wednesday, April 3, 2024, at 8:30 AM in WCMT Room 111.

**MANAGEMENT AND FINANCE COMMITTEE**  
**Working Agenda**  
**2024**

- MF-1            Review and Update Policies as Needed
- MF-2            Guide Budget Development
- Management Budget Reallocations (February, August)
  - Management Budget Adoption (May)
  - Legal Budget Publications (August)
  - Legal Budget Adoption (September)
  - Proposed Budget Calendar (October)
  - Preliminary Budget Guidelines (December)
  - Budget Updates as Needed
- MF-3            Stewardship of College Finances
- Financial Ratio Analysis (January)
- MF-4            Monitor Facilities
- Capital Infrastructure Inventory and One, Five and Ten-Year Replacement Plan (August)
  - Capital Acquisitions and Improvements: Monthly Progress Report
  - Leases/Facilities Use Agreements
  - Review and Recommend Financial Plans for Capital Improvements
- MF-5            Monitor Procurement Services
- Procurement Reports and Recommendations
- MF-6            Monitor Information Services
- Information Services Reports (January, April, July, October)
- MF-7            Mission Continuity and Risk Management (June, December)
- MF-8            Other Items and Reports
- Compliance Program (September)
  - Continuing Education and Workforce Development (November)
  - Institutional Advancement (March, October)
  - Management and Finance Committee Working Agenda (January)
  - Monitor Inclusion and Belonging Strategic Measures and Initiatives
  - Other Activities and Programs
  - Other Agreements
  - Sustainability Initiatives (May)

## Student Success Committee Board Report

March 4, 2023

The Student Success Committee met at 11:00 am on Monday, March 4, 2024, in WCMT 111.

### Affiliation Agreements

Gurbhushan Singh presented the annual affiliation renewal list. All agreements were approved by the committee. Complete details can be found subsequently on the consent agenda of the March 21 board packet.

Amy Sellers presented two career ready renewal agreements. Both agreements were approved by the committee. Complete details can be found subsequently on the consent agenda of the March 21 board packet.

### Curriculum Update

Gurbhushan Singh presented curriculum updates for the 2025-2026 and 2024-2025 academic years. All changes were approved by the committee. Complete details can be found subsequently on the consent agenda of the March 21 board packet.

### Policy Update

Shelli Allen presented an update to the student trip/travel policy:

<b>Policy</b>	<b>Recommended Action</b>	<b>Material Changes</b>
Student Trip/Travel Policy 318.08	Rename and Modify	The recommended changes rename the Policy to Student Trip and Travel Policy 318.08, add an applicability and purpose statement, and define Student Travel.

Report:

The Student Success Committee has reviewed the recommended changes to the Student Trip/Travel Policy 318.08. The recommended changes rename the Policy to Student Trip and Travel Policy 318.08, add an applicability and purpose statement, and define Student Travel.



## RECOMMENDATION

It is the recommendation of the Student Success Committee that the Board of Trustees accept the recommendation of the College administration to approve modification to the Student Trip/Travel Policy 318.08, as shown subsequently in the Board packet.

Student Trip ~~and~~ Travel Policy 318.08

Johnson County Community College

Series: 300 Students

Section: Student Activities

**Cross-Reference:** [Student Trip ~~and~~ Travel Operating Procedure 318.09](#)

**Applicability:** This Policy applies to all Johnson County Community College (“JCCC” or the “College”) Student Travel.

**Purpose:** The purpose of this Policy is to promote safe Student Travel by students, student groups, and JCCC employees or agents accompanying students.

### **Definitions:**

“Student Travel” means travel by individual students, student groups, and JCCC employees or agents accompanying students (1) that is sponsored or approved by Student Life and Leadership or International Education or (2) that is on behalf of, or with the financial support of, the College and is overnight, outside a 50-mile radius of JCCC’s main campus, or involves a JCCC vehicle or rental vehicle.

### **Statement:**

Students, ~~faculty and any other student groups, and~~ JCCC employees or agents traveling with students ~~on behalf of, or with the financial support of, any recognized entity of JCCC for Student Travel~~ must follow the ~~JCCC Student Trip/Travel Operating Procedure~~ Student Trip and Travel Operating Procedure 318.09. ~~In accordance with this Policy,~~ ~~JCCC Student Life and Leadership~~ Development and International Education shall be

responsible for administering procedures for ~~student trip and travel events~~Student Travel.

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Date of Adoption: 02/16/2012

Revised: 05/08/2014, 03/21/2024

STUDENT SUCCESS COMMITTEE  
Working Agenda  
2024

- SS1 Review and update policies as needed
- SS2 Monitor student engagement processes
  - Academic and student success activities
  - Education planning and development initiatives
  - Updates on academic programs
  - Updates on Strategies and Initiatives
- SS3 Monitor learning outcomes
  - Program review and assessment practices
  - Curriculum and program additions and modifications
  - Affiliation, cooperation, articulation, reverse transfer and other agreements, policies, and procedures
  - Updates on Strategies and Initiatives
- SS4 Monitor faculty development
  - Professional development programs
  - Professor emeritus and senior scholar status
  - Sabbatical appointments
  - Updates on Strategies and Initiatives
- SS5 Monitor student development
  - Student life, leadership, and development activities
  - Updates on Strategies and Initiatives
- SS6 Monitor statewide educational issues
  - Credit/non-credit JCCC partnerships
  - Kansas Board of Regents/Post -Secondary Technical Education Authority actions
  - KACCT
- SS7 Highlight technical support for learning activities
- SS8 Monitor non-credit educational activities
- SS9 Review accreditation/student success activities
- SS10 Monitor Inclusion and Belonging Strategic Measures and Initiatives

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 08, 2024

TREASURER'S REPORT

REPORT:

The following pages contain the Treasurer's Report for the month ended January 31, 2024.

An ad valorem tax distribution of \$67,942,421 was received from the county treasurer during January and was distributed as follows:

General Fund	\$ 63,600,141
Special Assessment Fund	169,569
Capital Outlay fund	<u>4,172,711</u>
TOTAL	\$ <u>67,942,421</u>

Also during January, state aid payments of \$12,841,028 were received and recorded as follows:

General Fund	\$ 8,870,797
Postsecondary Technical Education Fund	<u>3,970,231</u>
TOTAL	\$ <u>12,841,028</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 2024, 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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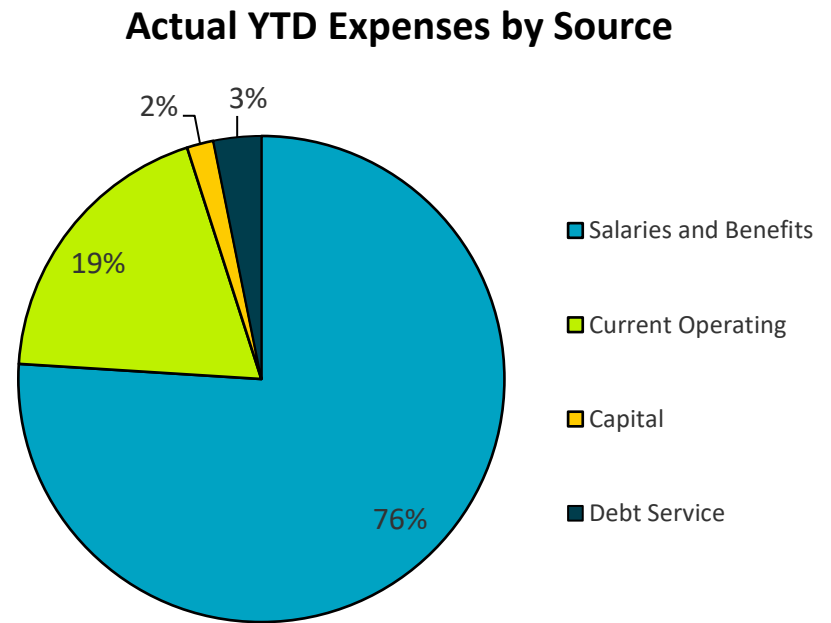
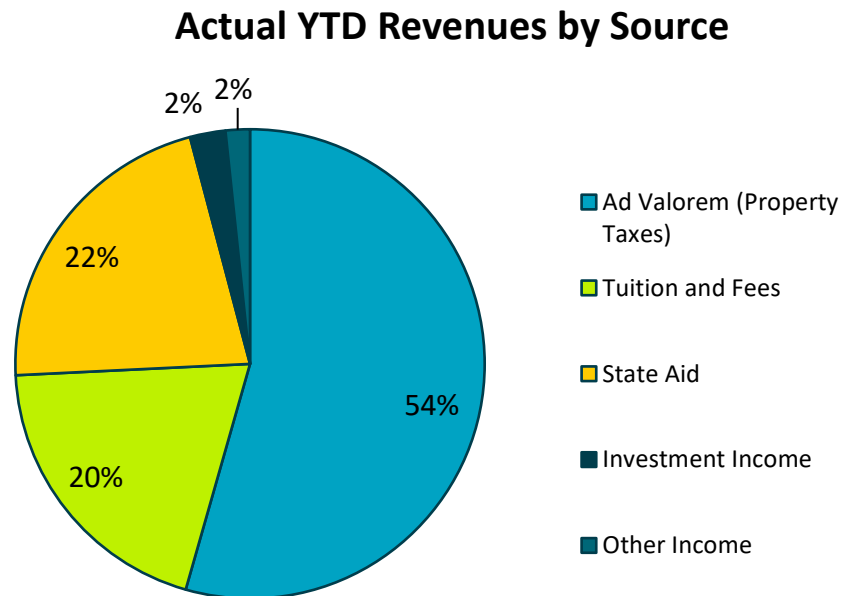
Judy Korb  
Interim President

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2024  
58.3% 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
<b>GENERAL/PTE FUNDS</b>					
Ad Valorem (Property Taxes)	\$ 121,189,898	\$ 63,600,141	\$ 70,050,988	58%	\$ 68,096,515
Tuition and Fees	26,663,775	10,555,810	25,498,243	96%	24,679,013
State Aid	26,448,697	12,842,384	27,872,985	105%	27,036,357
Investment Income	1,000,000	513,608	3,143,061	314%	788,854
Other Income	3,668,569	345,037	2,154,859	59%	1,471,466
<b>TOTAL REVENUE</b>	<b>\$ 178,970,939</b>	<b>\$ 87,856,980</b>	<b>\$ 128,720,137</b>	<b>72%</b>	<b>\$ 122,072,205</b>
Salaries and Benefits	\$ 138,400,933	\$ 9,815,179	\$ 70,866,139	51%	\$ 71,151,637
Current Operating	32,354,540	2,684,856	17,776,364	55%	16,463,471
Capital	4,281,145	201,967	1,650,034	39%	2,455,293
Debt Service	3,689,738	-	2,959,493	80%	2,903,944
<b>TOTAL EXPENSES</b>	<b>\$ 178,726,356</b>	<b>\$ 12,702,001</b>	<b>\$ 93,252,030</b>	<b>52%</b>	<b>\$ 92,974,344</b>

**Unencumbered Cash Rollforward:**

Beginning Balance		\$ 122,092,826	\$ 117,046,418
Revenues Over Expenses		35,468,107	29,097,860
Encumbrances & Other Activity		(13,277,396)	(15,422,211)
Ending Balance		<u>\$ 144,283,537</u>	<u>\$ 130,722,067</u>



Two pie charts depict the sources of the actual year-to-date revenue and actual year-to-date expenses on the General Fund as a percentage of their respective totals. These charts are based on the Activity Year to Date 2023-2024 numbers.

The largest source of revenue this year to date is ad valorem (property taxes) (54%), followed by state aid (22%), tuition and fees (20%), investment income (2%) and other income (2%). The largest source of expenses this year to date is salary and benefits (76%), followed by current operating (19%), debt service (3%), and capital expenses (2%).

**JOHNSON COUNTY COMMUNITY COLLEGE**  
**TREASURER'S REPORT**  
**JANUARY 31, 2024**  
**58.3% 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	\$ 6,873,398	\$ 51,593,090	52%	\$ 52,226,782	-1%
Benefits	39,308,956	2,941,780	19,273,050	49%	18,924,854	2%
Event Officials	72,760	14,740	64,958	89%	57,557	13%
Legal Services	150,000	17,376	71,066	47%	25,448	179%
Lobbyist Services	30,000	-	8,125	27%	-	100%
Audit Services	93,745	-	62,045	66%	49,800	25%
Collection Costs	70,000	1,379	9,031	13%	12,850	-30%
Insurance, Property/Casualty & Rel	1,271,070	7,223	1,205,603	95%	964,281	25%
Contracted Services	8,172,363	958,520	3,958,100	48%	3,718,184	6%
SB 155 Shared Funding Payments	380,000	277,412	277,412	73%	210,559	32%
Overnight Travel	1,041,516	28,475	361,872	35%	322,016	12%
Travel - Accreditation	10,000	-	725	7%	529	37%
Staff Development Training & Travel	383,762	24,976	124,199	32%	165,542	-25%
Faculty Continuing Ed Grants	19,000	4,219	15,420	81%	14,303	8%
Tuition Reimbursement	550,000	153,778	369,279	67%	360,173	3%
Same Day Travel	113,647	2,046	32,511	29%	25,432	28%
Supplies and Materials	5,792,529	321,920	2,610,606	45%	2,608,919	0%
Computer Software & Licenses	5,038,612	222,360	3,392,306	67%	3,116,163	9%
Technical Training	101,442	8,086	42,457	42%	27,335	55%
Applicant Travel	15,000	-	3,180	21%	7,354	-57%
Recruiting Travel	35,239	1,584	9,705	28%	7,733	26%
Printing, Binding & Publications	121,350	3,452	35,162	29%	70,309	-50%
Advertising and Promotions	1,028,000	76,380	541,196	53%	635,481	-15%
Memberships	403,062	15,461	278,330	69%	282,409	-1%
Accreditation Expenses	74,561	-	37,968	51%	25,355	50%
Bad Debt Expense	130,000	-	65,000	50%	130,000	-50%
Electric	2,970,000	234,488	1,653,130	56%	1,666,122	-1%
Water	175,100	11,330	148,177	85%	130,721	13%
Natural Gas	82,400	7,445	31,065	38%	52,723	-41%
Telephone	595,400	5,517	463,774	78%	287,117	62%
Gasoline	66,150	7,191	33,077	50%	37,247	-11%
Subscriptions	504,048	39,460	313,677	62%	282,728	11%
Rentals and Leases	623,282	62,418	310,974	50%	311,464	0%
Repairs and Maintenance	731,863	44,119	300,756	41%	312,257	-4%
Freight	98,500	10,568	44,524	45%	81,037	-45%
Special Events	399,015	13,451	147,634	37%	103,116	43%
Retirement Recognitions	7,500	470	2,128	28%	4,739	-55%
Postage	255,000	24,978	94,445	37%	119,571	-21%
Contingency	602,000	67,029	429,688	71%	3,000	14223%
Remodeling and Renovations	1,589,810	97,694	139,654	9%	79,522	76%
Library Books	85,000	3,936	53,319	63%	62,604	-15%
Furniture and Equipment	2,297,854	100,338	1,422,663	62%	566,677	151%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	72,815	-	34,397	47%	1,746,490	-98%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	420,896	1,552	161,156	38%	152,549	6%
Foster Care & Killed on Duty Grant	80,000	15,454	34,404	43%	43,004	-20%
Federal SEOG Match	90,894	-	31,500	35%	38,344	-18%
Principal Payments	2,180,000	-	2,180,000	100%	2,070,000	5%
Interest Payments	1,508,238	-	778,743	52%	833,115	-7%
Fee Payments	1,500	-	750	50%	829	-10%
<b>TOTAL EXPENSES</b>	<b>\$ 178,726,356</b>	<b>\$ 12,702,001</b>	<b>\$ 93,252,030</b>	<b>52%</b>	<b>\$ 92,974,344</b>	<b>0%</b>

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2024  
58.3% 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
<b>ADULT SUPPLEMENTARY EDUCATION FUND</b>					
Tuition and Fees	\$ 3,905,580	\$ 336,347	\$ 2,242,279	57%	\$ 1,641,950
Investment Income	20,000	6,153	52,690	263%	13,842
Other Income	1,502,000	64,572	667,848	44%	572,591
TOTAL REVENUE	<u>\$ 5,427,580</u>	<u>\$ 407,073</u>	<u>\$ 2,962,817</u>	<u>55%</u>	<u>\$ 2,228,383</u>
Salaries and Benefits	\$ 3,388,475	\$ 141,472	\$ 1,166,177	34%	\$ 1,226,841
Current Operating	4,298,592	300,334	1,657,464	39%	1,398,957
Capital	160,391	-	-	0%	18,585
TOTAL EXPENSES	<u>\$ 7,847,458</u>	<u>\$ 441,806</u>	<u>\$ 2,823,640</u>	<u>36%</u>	<u>\$ 2,644,382</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,372,323		\$ 2,208,861
Revenues Over Expenses			139,177		(415,999)
Encumbrances & Other Activity			(835,309)		(1,004,460)
Ending Balance			<u>\$ 676,191</u>		<u>\$ 788,402</u>
<b>STUDENT ACTIVITY FUND</b>					
Tuition and Fees	\$ 1,904,000	\$ 805,987	\$ 1,945,765	102%	\$ 1,870,255
Investment Income	18,000	4,891	40,647	226%	10,504
Other Income	8,000	499	2,666	33%	4,031
TOTAL REVENUE	<u>\$ 1,930,000</u>	<u>\$ 811,376</u>	<u>\$ 1,989,079</u>	<u>103%</u>	<u>\$ 1,884,790</u>
Salaries and Benefits	\$ 445,273	\$ 17,409	\$ 155,424	35%	\$ 162,925
Current Operating	935,806	71,176	449,859	48%	371,012
Grants/Scholarships	1,446,692	433,600	1,056,713	73%	1,097,838
TOTAL EXPENSES	<u>\$ 2,827,771</u>	<u>\$ 522,185</u>	<u>\$ 1,661,996</u>	<u>59%</u>	<u>\$ 1,631,776</u>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,214,098		\$ 1,478,536
Revenues Over Expenses			327,083		253,014
Encumbrances & Other Activity			(117,739)		(221,283)
Ending Balance			<u>\$ 1,423,442</u>		<u>\$ 1,510,267</u>



**JOHNSON COUNTY COMMUNITY COLLEGE**  
**TREASURER'S REPORT**  
**JANUARY 31, 2024**  
**58.3% 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
<b>MOTORCYCLE DRIVER SAFETY FUND</b>					
Tuition and Fees	\$ 160,000	\$ 5,279	\$ 67,653	42%	\$ 79,940
Other Income	40,000	-	39,360	98%	41,410
<b>TOTAL REVENUE</b>	<b>\$ 200,000</b>	<b>\$ 5,279</b>	<b>\$ 107,013</b>	<b>54%</b>	<b>\$ 121,350</b>
Salaries and Benefits	\$ 115,500	\$ -	\$ 36,333	31%	\$ 39,712
Current Operating	23,400	1,680	5,760	25%	550
Capital	21,000	-	-	0%	-
<b>TOTAL EXPENSES</b>	<b>\$ 159,900</b>	<b>\$ 1,680</b>	<b>\$ 42,093</b>	<b>26%</b>	<b>\$ 40,261</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,242,904		\$ 1,161,804
Revenues Over Expenses			64,920		81,088
Encumbrances & Other Activity			995		720
Ending Balance			<b>\$ 1,308,819</b>		<b>\$ 1,243,613</b>
<b>TRUCK DRIVER TRAINING COURSE FUND</b>					
Tuition and Fees	\$ 2,214,000	\$ 111,378	\$ 769,287	35%	\$ 390,657
<b>TOTAL REVENUE</b>	<b>\$ 2,214,000</b>	<b>\$ 111,378</b>	<b>\$ 769,287</b>	<b>35%</b>	<b>\$ 390,657</b>
Salaries and Benefits	\$ 1,032,567	\$ 50,033	\$ 414,510	40%	\$ 214,879
Current Operating	972,500	108,086	296,027	30%	101,619
Capital	538,502	-	-	100%	-
<b>TOTAL EXPENSES</b>	<b>\$ 2,543,569</b>	<b>\$ 158,120</b>	<b>\$ 710,537</b>	<b>28%</b>	<b>\$ 316,498</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,354,084		\$ 1,102,867
Revenues Over Expenses			58,750		74,158
Encumbrances & Other Activity			(686,736)		(89,793)
Ending Balance			<b>\$ 726,098</b>		<b>\$ 1,087,233</b>
<b>SPECIAL ASSESSMENTS FUND</b>					
Ad Valorem (Property Taxes)	\$ 317,491	\$ 169,569	\$ 192,641	61%	\$ 181,217
Interest Income	-	5,142	39,404	100%	8,676
<b>TOTAL REVENUE</b>	<b>\$ 317,491</b>	<b>\$ 174,711</b>	<b>\$ 232,045</b>	<b>73%</b>	<b>\$ 189,893</b>
Current Operating	\$ 500,000	\$ 14,646	\$ 165,153	33%	\$ 337,456
<b>TOTAL EXPENSES</b>	<b>\$ 500,000</b>	<b>\$ 14,646</b>	<b>\$ 165,153</b>	<b>33%</b>	<b>\$ 337,456</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 1,547,334		\$ 1,584,726
Revenues Over Expenses			66,892		(147,564)
Encumbrances & Other Activity			(78,070)		(284,063)
Ending Balance			<b>\$ 1,536,156</b>		<b>\$ 1,153,100</b>

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2024  
58.3% 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
<b>REVENUES</b>					
Cosmetology	\$ 9,000	\$ -	\$ 6,076	68%	\$ 12,570
Bookstore	6,774,400	1,656,671	4,594,353	68%	4,709,436
Dining Services	2,599,528	142,472	1,470,755	57%	1,227,782
Hiersteiner Center	-	-	- †	0%	561,150
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	536	30%	775
Hospitality Management & Pastry Program	60,000	1,298	21,853	36%	28,945
Campus Farm	16,500	-	13,666	83%	13,791
Investment Income	15,000	4,635	20,915	139%	11,438
<b>TOTAL REVENUES</b>	<b>\$ 9,478,228</b>	<b>\$ 1,805,075</b>	<b>\$ 6,128,155</b>	<b>65%</b>	<b>\$ 6,565,886</b>
<b>EXPENSES</b>					
Cosmetology	\$ 9,500	\$ -	\$ 3,551	37%	\$ 8,119
Bookstore	6,440,275	649,299	3,441,767	53%	3,731,037
Dining Services	3,876,778	272,217	1,873,676	48%	2,054,921
Hiersteiner Center	-	-	- †	0%	945,058
HVAC Auxiliary & Auto Technology Project	2,000	(3,221)	(3,221)	-161%	-
Dental Hygiene	1,800	-	531	29%	1,416
Hospitality Management & Pastry Program	65,000	2,732	30,149	46%	29,909
Campus Farm	16,500	1,131	4,953	30%	5,909
<b>SUBTOTAL</b>	<b>\$ 10,411,853</b>	<b>\$ 922,158</b>	<b>\$ 5,351,406</b>	<b>51%</b>	<b>\$ 6,776,367</b>
<b>Other Auxiliary Services Expenses</b>					
Auxiliary Construction	\$ 10,000	\$ -	\$ 856	9%	\$ 2,347
Director	170,084	71,142	136,008	80%	297
Budget Reallocation Pool	100,000	-	-	0%	-
<b>TOTAL EXPENSES</b>	<b>\$ 10,691,937</b>	<b>\$ 993,301</b>	<b>\$ 5,488,270</b>	<b>51%</b>	<b>\$ 6,779,011</b>
<b>Unencumbered Cash Rollforward:</b>					
Beginning Balance			\$ 298,431		\$ 1,838,826
Revenues Over Expenses			639,885		(213,125)
Encumbrances & Other Activity			54,387		1,000
Ending Balance			<b>\$ 992,703</b>		<b>\$ 1,626,701</b>

† Activity has been combined into General Fund in FY24.

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2024  
58.3% 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	\$ 2,525	\$ 4,451	\$ (1,926)
Bookstore	1,152,586	978,399	174,187
Dining Services	(402,921)	(827,139)	424,218
Hiersteiner Center	- †	(383,908)	383,908
HVAC Auxiliary & Auto Technology Project	3,221	-	3,221
Dental Hygiene	5	(641)	647
Hospitality Management & Pastry Program	(8,295)	(964)	(7,332)
Campus Farm	8,713	7,882	832
	<u>\$ 755,834</u>	<u>\$ (221,919)</u>	<u>\$ 977,753</u>

† Activity has been combined into General Fund in FY24.

**JOHNSON COUNTY COMMUNITY COLLEGE**  
**TREASURER'S REPORT**  
**JANUARY 31, 2024**  
**58.3% 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
<b>REVENUE BOND DEBT SERVICE FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,470,207		\$ 1,470,207		\$ 1,730,697
TOTAL REVENUE	1,383,600	\$ 578,118	1,395,655	101%	1,341,290
TOTAL EXPENSES	1,706,650	-	1,599,348	94%	1,570,648
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 1,266,514</u>		<u>\$ 1,501,339</u>
<b>INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 429,760		\$ 429,760		\$ 296,501
TOTAL REVENUE	-	\$ 12,498	87,488	100%	87,488
TOTAL EXPENSES	250,000	10,040	10,040	4%	2,582
Encumbrances & Other Activity			-		-
Ending Balance			<u>\$ 507,209</u>		<u>\$ 381,407</u>
<b>CAPITAL OUTLAY</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 8,942,696		\$ 8,942,696		\$ 6,930,271
TOTAL REVENUE	7,987,798	\$ 4,218,685	4,857,544	61%	4,248,255
TOTAL EXPENSES	7,303,500	332,983	867,494	12%	123,753
Encumbrances & Other Activity			(4,056,873)		(2,447,231)
Ending Balance			<u>\$ 8,875,873</u>		<u>\$ 8,607,541</u>
<b>CAMPUS DEVELOPMENT FUND</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,422,099		\$ 1,422,099		\$ 1,541,591
TOTAL REVENUE	824,160	\$ 346,871	837,393	102%	804,881
TOTAL EXPENSES	750,000	4,017	100,413	13%	49,427
Encumbrances & Other Activity			(150,493)		(8,415)
Ending Balance			<u>\$ 2,008,586</u>		<u>\$ 2,288,630</u>
<b>PHASE 3 FACILITIES MASTER PLAN</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 2,505,055		\$ 2,505,055		\$ 3,352,596
TOTAL REVENUE	-	\$ -	-	0%	-
TOTAL EXPENSES	6,322,092	808,848	3,388,402	54%	187,910
Encumbrances & Other Activity			2,415,678		3,665,492
Ending Balance			<u>\$ 1,532,331</u>		<u>\$ 6,830,178</u>
<b>ALL OTHER FUNDS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 1,692,289		\$ 1,692,289		\$ 4,894,423
TOTAL REVENUE	19,175,858	\$ 504,857	18,963,845	99%	14,037,807
TOTAL EXPENSES	13,039,174	8,492,958	23,285,380	179%	19,570,599
Encumbrances & Other Activity			(5,178,380)		(3,199,394)
Ending Balance			<u>\$ (7,807,626)</u>		<u>\$ (3,837,764)</u>
<b>GRAND TOTAL ALL FUNDS</b>					
<b>Unencumbered Cash Rollforward:</b>					
Balance Forward	\$ 145,584,107		\$ 145,584,107		\$ 145,168,117
TOTAL REVENUE	235,897,452	\$ 96,832,900	167,050,458	71%	153,972,885
TOTAL EXPENSES	240,082,004	25,789,211	142,734,419	59%	135,547,305
Encumbrances & Other Activity			(12,570,314)		(9,690,983)
Ending Balance			<u>\$ 157,329,833</u>		<u>\$ 153,902,714</u>

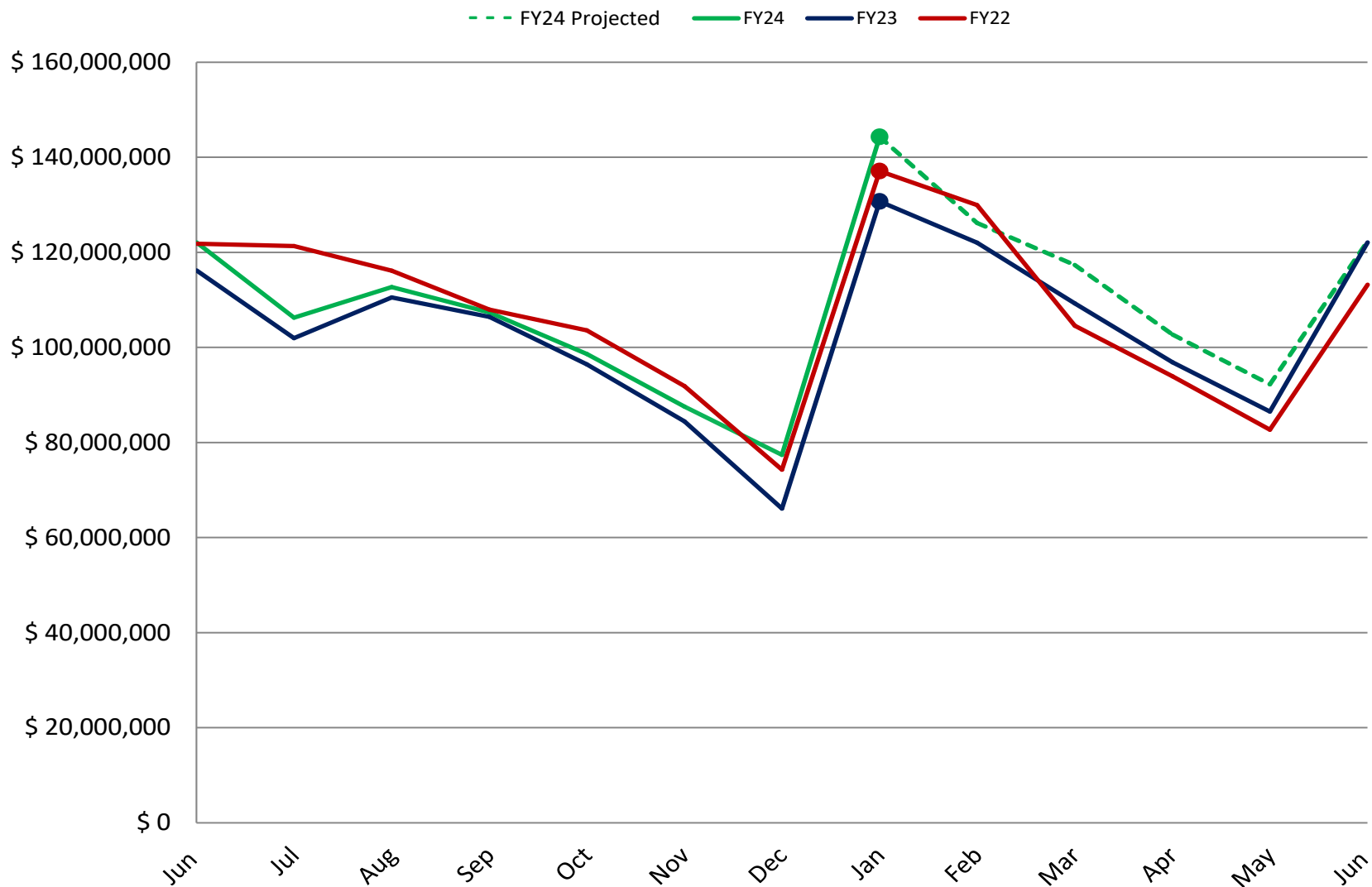
**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2024  
58.3% OF FISCAL YEAR EXPIRED  
INVESTMENTS**

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
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 BILLS	01/22/24	04/04/24	5.05%		3,031,000
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 BILLS	01/16/24	06/06/24	4.85%		3,375,000
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	08/15/23	08/08/24	4.80%		5,252,000
US TREASURY NOTES	08/31/23	08/08/24	4.93%		5,475,000
US TREASURY NOTES	11/30/23	09/15/24	5.08%		3,225,000
US TREASURY NOTES	12/15/23	09/30/24	2.13%		1,750,000
US TREASURY NOTES	01/02/24	09/30/24	4.75%		3,325,000
COMMERCE BANK	10/27/23	10/03/24	5.28%		5,123,038
US TREASURY BILLS	11/15/23	10/03/24	4.76%		2,825,000
US TREASURY BILLS	01/22/24	10/03/24	4.52%		5,165,000
US TREASURY NOTES	01/22/24	10/15/24	4.77%		5,142,000
US TREASURY NOTES	01/22/24	10/31/24	4.76%		5,070,000
US TREASURY NOTES	01/22/24	11/15/24	4.76%		4,064,000
US TREASURY NOTES	06/15/23	11/30/24	4.75%		3,005,000
US TREASURY NOTES	01/22/24	11/30/24	4.75%		5,095,000
US TREASURY NOTES	01/22/24	12/15/24	4.71%		5,160,000
US TREASURY NOTES	01/22/24	01/31/25	4.62%		5,046,000
US TREASURY NOTES	01/22/24	02/15/25	4.62%		5,132,000
US TREASURY NOTES	01/22/24	02/28/25	4.56%		5,169,000
US TREASURY NOTES	01/22/24	03/15/25	4.56%		5,128,000
US TREASURY NOTES	01/22/24	03/31/25	4.53%		5,234,000
US TREASURY NOTES	07/17/23	04/30/25	2.88%		5,330,000
US TREASURY NOTES	01/22/24	04/30/25	4.50%		5,068,000
US TREASURY NOTES	01/22/24	05/15/25	4.46%		5,100,000
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
US TREASURY NOTES	09/22/23	07/31/25	2.88%		5,300,000
US TREASURY NOTES	08/31/23	08/31/25	5.00%		5,200,000
US TREASURY NOTES	01/31/24	08/31/25	4.23%		3,363,000
		TOTAL			197,666,871
Municipal Investment Pool: (MIP) Daily Rate	01/01/24	01/31/24	4.02%		74,004
		GRAND TOTAL			\$ 197,740,874

**JOHNSON COUNTY COMMUNITY COLLEGE  
TREASURER'S REPORT  
JANUARY 31, 2024  
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	\$ 168,591,142	\$ 24,307,605	\$ 144,283,537	\$ 130,722,067
Adult Supplementary Education Fund	1,931,641	1,255,450	676,191	788,402
Student Activity Fund	1,535,245	111,803	1,423,442	1,510,267
Motorcycle Driver Safety Fund	1,308,819	-	1,308,819	1,243,613
Truck Driver Training Fund	1,421,188	695,090	726,098	1,087,233
Auxiliary Enterprise Funds	1,454,881	462,179	992,703	1,626,701
Revenue Bond Debt Service Fund	1,300,631	34,117	1,266,514	1,501,339
COM & ITC Repair and Replacement Reserve Funds	507,209	-	507,209	381,407
Capital Outlay Funds	14,432,126	5,556,253	8,875,873	8,607,541
Campus Development Fund	2,232,627	224,042	2,008,586	2,288,630
Phase 3 Facilities Master Plan	3,270,608	1,738,276	1,532,331	6,830,178
Special Assessments Fund	1,614,226	78,070	1,536,156	1,153,100
All Other Funds	2,416,331	10,223,957	(7,807,626)	(3,837,764)
<b>TOTAL</b>	<b>\$ 202,016,675</b>	<b>\$ 44,686,841</b>	<b>\$ 157,329,833</b>	<b>\$ 153,902,714</b>

**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 December, the ending balances were approximately \$144.3 million for 2024, \$130.7 million for 2023, and \$137.1 million for 2022. The estimated fiscal year 2024 ending balance is \$122.3 million.

**JOHNSON COUNTY COMMUNITY COLLEGE  
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JANUARY 31, 2024  
58.3% OF FISCAL YEAR EXPIRED  
FOUNDATION**

	ACTIVITY YEAR TO DATE JANUARY 31, 2024	PRIOR YEAR ACTIVITY TO DATE	\$	CHANGE	CHANGE	%
<b>FOUNDATION</b>						
Contribution Income	\$ 1,735,745	\$ 3,883,471				
Event Revenue	595,550	358,884				
Investment Income	2,332,651	455,442				
Other Revenue	70,308	38,841				
<b>TOTAL REVENUE</b>	<u><u>\$ 4,734,255</u></u>	<u><u>\$ 4,736,638</u></u>	\$	(2,383)		(0.1) %
Student Assistance	\$ 14,231	\$ 22,882				
Program Support	250,139	153,110				
Project Support	546,859	2,103				
Campus Support	34,971	40,494				
Programming Expenses	292,216	132,282				
General & Administrative Expenses	384,318	312,788				
<b>TOTAL EXPENSES</b>	<u><u>\$ 1,522,734</u></u>	<u><u>\$ 663,659</u></u>	\$	859,076		129.4 %
Balance Forward	\$ 45,955,637	\$ 41,036,734				
Revenues Over Expenses	3,211,521	4,072,979				
Ending Balance	<u><u>\$ 49,167,158</u></u>	<u><u>\$ 45,109,713</u></u>	\$	4,057,445		9.0 %

**AFFILIATION, ARTICULATION AND REVERSE TRANSFER, COOPERATIVE AND OTHER AGREEMENTS**

March 21, 2024

**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 payment by JCCC. They are categorized below as either Affiliation Agreements, Articulation and Reverse Transfer Agreements, Cooperative Agreements, or Other Agreements.

*AFFILIATION AGREEMENTS*

<b>Agency/ Organization</b>	<b>Program(s)</b>	<b>Credit/CE</b>	<b>New/Renewal and Term</b>	<b>Financial Impact/Additional Information</b>
Aberdeen Village	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Atchison Community Health Clinic, Atchison, KS	Health Care Information Systems; Medical Information and Revenue Management	Credit	Renewal for 2024-2025	None
Advanced Health Care of Overland Park	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
AdventHealth Shawnee Mission (Name change from Shawnee Mission Medical Center)	Dietary Manager; ECG Tech; Emergency Medical Science; Health Care Information Systems;	Credit/CE	Renewal for 2024-2025	None



	Medical Coding; Medical Information & Revenue Management; Nursing; Phlebotomy; Practical Nursing; Respiratory Care			
Advice & Aid Pregnancy Centers	Nursing	Credit	Renewal for 2024-2025	None
American Medical Response, Kansas Operation	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Anesthesia Associates of Kansas City (Midwest Division OPRMC, LLC d/b/a Overland Park Regional Medical Center)-HCA	Emergency Medical Science	Credit	Renewal for 2024-2025	MOU Agreement for the college to pay \$1,000.00 stipend per student to AAKC for educational opportunities.
Ascension Living, St. Joseph Place	Health Care Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Baker University School of Nursing	Nursing	Credit	NEW for 2024-2025	Practicum experience for educational experience for student enrolled in Nursing program. No fee involved.
Benton House of Prairie Village	Hospitality Management	Credit	Renewal for 2024-2025	None

Brandon Woods	Health Occupations	Credit	Renewal for 2024-2025	None
Brookdale Senior Living, Inc.	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Care Beyond the Boulevard	Nursing; Practical Nursing;	Credit	NEW for 2024-2025	None
Carondelet Health Prime Health Care Services – Kansas City, LLC	Emergency Medical Science; Nursing; Respiratory Care	Credit	Renewal for 2024-2025	None
Carondelet Long Term Care Facilities, LLC	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Cedar Lake Village, Inc., d/b/a Hoeger House	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Center of Grace Mission and Outreach, Center of Grace United Methodist Church	Dental Hygiene	Credit	Renewal for 2024-2025	None
Centerpoint Medical Center of Independence, HCA Midwest	Neurodiagnostic Technology-EEG	Credit	Renewal for 2024-2025	None
Claims Professionally Reviewed, LLC	Computing Sciences & Information Technology	Credit	Renewal for 2024-2025	None
Claridge Court d/b/a Lifespace Communities	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None

Colonial Village	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Cottonwood Springs of Olathe	Nursing	Credit	Renewal for 2024 - 2025	None
Delmar Gardens of Lenexa	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Don Bosco Centers	Nursing	Credit	Renewal for 2024-2025	None
Enterprise Leasing of KC and KC Scholars, Inc.	Automotive	Credit	Renewal for 2024-2025	None
Evergreen Community of Johnson County	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Fort Hays State University	Practical Nursing	Credit	NEW for 2024-2025	Practicum experience for educational experience for student enrolled in Practical Nursing program. No fee involved.
Franklin County Emergency Medical Services	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Garden Terrace of Overland Park	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Good Samaritan Society – Olathe	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Good Samaritan Project	Health Care Interpreting	Credit	Renewal for 2024-2025	None

Growing Futures Early Education Center	Early Childhood Education	Credit	NEW for 2024-2025	None
New Name: HCA Physician Services, Inc. (Was HCA Midwest Division Physician Practices)	Practical Nursing	Credit	Renewal for 2024-2025	None
Healthcare Resort of Leawood	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Heartland Community Health Center, Lawrence, KS	Health Care Information Systems; Medical Information and Revenue Management	Credit	Renewal for 2024-2025	None
Hiersteiner Child Development Center-JCCC	Nursing	Credit	Renewal for 2024-2025	None
Hillside Village of De Soto	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Hope Faith Ministries, LLC	Nursing	Credit	Renewal for 2024-2025	None
In2itive Business Solutions	Computing Sciences and Information Technology	Credit	Renewal for 2024-2025	None
Integrity Home Care, Inc.	Practical Nursing	Credit	Renewal for 2024-2025	None
Johnson County Department of	Dental Hygiene	Credit	Renewal for 2024-2025	None

Health and Environment				
Johnson County Developmental Supports	Dental Hygiene	Credit	Renewal for 2024-2025	None
Johnson County MED-ACT	Emergency Medical Science	Credit	Renewal for 2024-2025	None
K.C. Rehabilitation Hospital, Inc. d/b/a MidAmerica Rehabilitation Hospital	Health Occupations, Nursing, Practical Nursing	Credit	Renewal for 2024-2025	None
Kansas City Kansas Fire Department	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Kansas City Veteran's Center	Nursing	Credit	Renewal for 2024-2025	None
Kansas Department of Commerce	Early Childhood Education	Credit	Renewal for 2024-2025	None
Lakeview Village of Centerpointe Care Center	Health Occupations; Nursing	Credit	Renewal for 2024-2025	None
Lawrence-Douglas County Fire Medical Department	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Lawrence Memorial Hospital	Emergency Medical Science; Dietary Management	Credit	Renewal for 2024-2025	None
Leavenworth County EMS	Emergency Medical Science	Credit	Renewal for 2024-2025	None

Lee Ann Britain Infant Development Center	Early Childhood Education	Credit	Renewal for 2024-2025	None
Leisure Terrace	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Meadowbrook Rehabilitation Hospital	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Medical Lodge of Eudora	Health Occupations	Credit	Renewal for 2024-2025	None
Medicalodges Gardner	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Menorah Medical Center, HCA Midwest	EMS; Nursing; Respiratory Care	Credit	Renewal for 2024-2025	None
Menorah Medical Center, HCA Midwest	Phlebotomy	CE	Renewal for 2024-2025	None
Merriam Gardens Healthcare & Rehab Center	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Miami County EMS	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Midwest Anesthesia Associates, P.A. (AdventHealth Shawnee Mission. Name change from Shawnee	Emergency Medical Science	Credit	Renewal for 2024-2025	MOU Agreement for the college to pay \$1,000.00 stipend per student to MWAA for educational opportunities.

Mission Medical Center)				
National Weather Service Office of Observations	Industrial Tech - Electronics	Credit	NEW for 2024-2025	None
Nephrology Associates of KC	HCIS Internship	Credit	Renewal for 2024-2025	None
North Kansas City Hospital	Neurodiagnostic Technology- Both EEG & PSG; Respiratory Care; Practical Nursing	Credit	Renewal for 2024-2025	None
North Kansas City School District	Automotive Technology	Credit	Renewal for 2024-2025	None
Olathe Head Start	Early Childhood Education	Credit	Renewal for 2024-2025	None
Olathe Health Physician Inc.	Practical Nursing	Credit	Renewal for 2024-2025	None
Olathe Medical Center, Inc. and Subsidiaries Olathe Health System	ECG Technician; Phlebotomy	CE	Renewal for 2024-2025	None
Olathe Medical Center, Inc. and subsidiaries Olathe Health System	Computing Sciences & Information Technology; Emergency Medical Science; Health Care Information Systems; Nursing; Neurodiag-	Credit	Renewal for 2024-2025	None

	nostic Technology- PSG; Practical Nursing; Respiratory Care			
Overland Park Fire Department	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Overland Park Regional Medical Center, HCA Midwest And Anesthesia Associates of Kansas City	Emergency Medical Science; Neuro- diagnostic Tech.-Both EEG & PSG; Respiratory Care	Credit	Renewal for 2024-2025	None
PAM Health, LLC (as of 7-1-22) (Previously Heartland Rehab Hosp. of Overland Park, KS)	Nursing; Practical Nursing	Credit	Renewal for 2024-2025	None
Park Meadows Senior Living	Health Care Occupations; Nursing	Credit	Renewal for 2024-2025	None
Pioneer Ridge - Lawrence, KS	Health Occupations	Credit	Renewal for 2024-2025	None
Prime Healthcare Services d/b/a St. Joseph Medical Center	Nursing; Practical Nursing, CNA; EMS; Respiratory Therapy	Credit	Renewal for 2024-2025	None
Research Medical Center, HCA idwest	Dietary Management; Neurodiag-	Credit	Renewal for 2024-2025	None



	nostic Technology- EEG; Respiratory Care			
Saint Luke’s Health System, Inc.	Emergency Medical Science; Health Care Information Systems; Hospitality Management; Medical Information & Revenue Management ; Neurodiag- nostic Technology- Both EEG & PSG; Nursing; Phlebotomy; Respiratory Care	Credit	Renewal for 2024-2025 2 <sup>nd</sup> Amendment	None
Score 1 for Health Kansas City University of Medicine and Biosciences	Nursing	Credit	Renewal for 2024-2025	None
Shawnee Gardens Healthcare and ehabilitation Center	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Shawnee Mission Physicians Group	Practical Nursing	Credit	Renewal for 2024-2025	None
Shawnee Mission School District – SD 512	Early Childhood Education/	Credit	Renewal for 2024-2025	None

	Education			
Sheridan Healthcare of Missouri, Inc. Carondelet Health Prime Healthcare Services – Kansas City, LLC Kansas City, MO	Emergency Medical Science	Credit	Renewal for 2024-2025	None
Spring Hill Care and Rehabilitation Center, LLC	Health Occupations	Credit	Renewal for 2024-2025	None
Tallgrass Creek	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
The Children’s Mercy Hospital	Computing Sciences & Information Technology; Emergency Medical Science; Health Care Interpreting; Health Care Information Systems; Medical Information & Revenue Management; Neurodiagnostic Technology- Both EEG & PSG;	Credit	Renewal for 2024-2025	None

	Nursing; Respiratory Care			
The LIGHT House	Nursing	Credit	Renewal for 2024-2025	None
The University of Kansas Cancer Center	Health Care Information Systems	Credit	Renewal for 2024-2025	None
The University of Kansas	Practical Nursing	Credit	Renewal for 2024-2025	None
The University of Kansas Medical Center (The University of Kansas Hospital Authority)	Computing Sciences & Information Technology; Emergency Medical Science; Health Care Information Systems; Medical Information & Revenue Management; Neurodiag- nostic Technology- Both EEG & PSG; Nursing; Respiratory Care	Credit	Renewal for 2024-2025	None
Truman Medical Center – Hospital ill	Computing Sciences & Information Technology; Health Care Interpreting; Health Care Information	Credit	Renewal for 2024-2025	None

	Systems; Medical Information & Revenue Management; Neurodiag- nostic Technology- Both EEG & PSG			
Truman Medical Center – Lakewood Department of Dentistry	Dental Hygiene	Credit	Renewal for 2024-2025	None
Turner House Children’s Clinic	Dental Hygiene	Credit	Renewal for 2024-2025	None
Two Trails Healthcare, Inc. d/b/a The Healthcare Resort of Olathe	Practical Nursing	Credit	Renewal for 2024-2025	None
Unified School District No. 229 – Blue Valley	Early Childhood Education	Credit	Renewal for 2024-2025	None
Veteran’s Affairs Eastern Kansas Healthcare System Leavenworth and Topeka, KS	Hospitality Management	Credit	Renewal for 2024-2025	None
Veteran’s Affairs Medical Center, CMO	Dental Hygiene; Health Care Information Systems; HIM; Medical Coding; Medical Information &	Credit	Renewal for 2024-2025	None

	Revenue Management; Neuro-diagnostic Technology			
Vibrant Health, Federally Qualified Health Center, Kansas City, Kansas	Healthcare Information Systems; Medical Information & Revenue Management	Credit	Renewal for 2024-2025	None
Village Shalom	Health Occupations; Health Care Information Systems; Medical Information & Revenue Management; Nursing; Practical Nursing;	Credit	Renewal for 2024-2025	None
Villa St. Francis	Health Occupations; Practical Nursing	Credit	Renewal for 2024-2025	None
Ward Periodontics	Dental Hygiene	Credit	Renewal for 2024-2025	None
Westchester Village of Lenexa	Health Occupations	Credit	Renewal for 2024-2025	None
Template for Internship Agreement	All Programs Academic Affairs	Credit	Annual Approval	Approval to continue using the template form for "Internship Agreement Requests".
Template for Standard JCCC	All Programs Academic Affairs	Credit	Annual Approval	Approval to continue using the template form for "JCCC

Affiliation Agreement				Affiliation Agreement Requests”.
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**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>Additional Information</b>
USD 229, Blue Valley	Career Ready	Credit	Renewal, beginning 2019	No financial impact; agreement provides for continuation of the Career Ready Partnership with USD 229.
USD 232, De Soto	Career Ready	Credit	Renewal, beginning 2020	No financial impact; agreement provides for continuation of the Career Ready Partnership with USD 229.

**RECOMMENDATION:**

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

\_\_\_\_\_  
 Gurbhushan Singh Vice President  
 Academic Affairs/CAO Chief  
 Academic Officer

\_\_\_\_\_  
 L. Michael McCloud  
 Executive Vice President/Provost

\_\_\_\_\_  
 Judy Korb  
 Interim President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 8, 2024

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 21, 2024 board Packet includes the detailed individual disbursement information.

<u>Date</u>	<u>Control Number</u>		<u>Amount</u>
Accounts Payable Disbursements			
1/31/2024	J022048	P-Card ACH	81,150.87
2/01/2024	W0000244	Wire	10,725.00
2/01/2024	W0000245	Wire	1,650.00
2/02/2024	00718695 - 00718795	AP	313,976.37
2/02/2024	!0047839 - !0047896	ACH	395,174.27
2/07/2024	W0000246	Wire	1,774,119.66
2/09/2024	J0220663	P-Card ACH	146,410.13
2/09/2024	00718796 - 00718895	AP	346,058.48
2/09/2024	!0047897 - !0047974	ACH	1,132,299.12
2/16/2024	00718896 - 00718994	AP	276,212.80
2/16/2024	!0047975 - !0048026	ACH	261,164.52
2/16/2024	J0220706	P-Card ACH	88,467.39
2/24/2024	W0000247	Wire	4,344.54
2/24/2024	W0000248	Wire	965.46
2/23/2024	00718995 - 00719089	AP	365,699.12
2/23/2024	!0048027 - !0048083	ACH	1,729,471.66
2/23/2024	J0220726	P-Card ACH	114,179.41
2/29/2024	J0220760	P-Card ACH	106,536.21
			\$7,148,605.01

Tuition Refunds and Financial Aid Disbursements

2/02/2024	10193065 - 10193728	842,628.22
2/08/2024	10193729 - 10193818	70,518.17
2/15/2024	10193819 - 10193886	51,689.27
2/23/2024	10193887 - 10193913	16,060.19
01/27 – 02/29/2024	Refund ACH	4,779,181.93
		<hr/>
		\$5,760,077.78
		<hr/>
Total Cash Disbursements		<u>\$12,908,682.79</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 \$12,908,682.79.**

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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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Judy Korb  
Interim President



JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 21, 2024

CURRICULUM

REPORT:

New Course, Effective Academic Year 2025-2026

- ENGR 284                      Thermodynamics

General Education Designation, Effective Academic Year 2024-2025

- ENGL 223                      Introduction to Creative Writing
  - Associate of Arts – Category: Arts and Humanities, English and Cavalier Credits
  - Associate of Fine Arts – Category: Arts and Humanities, English and Cavalier Credits
  - Associate of Science – Category: Arts and Humanities, English and Cavalier Credits
  - Associate of Applied Science – Category: Humanities, English and Cavalier Credits
  - Associate of General Studies – Category: Culture and Ethics, Cultural Perspective

**RECOMMENDATION:**

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

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Gurbhushan Singh  
Vice President Academic Affairs/CAO

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Judy Korb  
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 21, 2024

GRANTS, CONTRACTS AND AWARDS

REPORT:

The following grants, contracts and awards have been approved for funding.

1. Carl Perkins Program Improvement Grant FY24 – *additional funding*  
Funding Agency: U.S. Department of Education / Kansas Board of Regents  
Purpose: Additional funding awarded based on Comprehensive Local Needs Assessment (CLNA) Implementation.  
Duration: October 9, 2023 – June 30, 2024  
Grant Administrator: Shelia Mauppin  
Amount Funded: \$1,500  
JCCC Match: -0-  
Applicant: JCCC
2. National Summer Transportation Institute (NSTI)  
Funding Agency: U.S. Department of Transportation / Kansas Department of Transportation  
Purpose: To host a summer camp for 20 students entering 7th, 8th, or 9th grade. The camp will introduce students to career pathways in transportation industries, including railways, ground transportation, air, and inland waterways.  
Duration: March 7, 2024 – September 30, 2024  
Grant Administrator: Janel Duax  
Amount Funded: \$20,515  
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.**

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Katherine B. Allen  
Vice President  
College Advancement & Government Affairs

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Judy Korb  
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 21, 2024

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Kathy Gill and Daniel Woldetsadik 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. Gill's and Mr. Woldetsadik's funds will go to the JCCC Foundation Scholarship 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 Kathy Gill and Daniel Woldetsadik.**

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Katherine B. Allen  
Vice President  
College Advancement & Government Affairs

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Judy Korb  
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 21, 2024

HUMAN RESOURCES

1. Retirements

TRACY FOX, Records Specialist, Student Success & Engagement, December 23, 2024.

KAY KING, Professor Criminal Justice, Academic Affairs, June 30, 2024.

TAMARA KINGSTON, Coordinator Facilities Scheduling, College Advancement & Government Affairs, July 12, 2024.

**RECOMMENDATION:**

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

2. Separations

TASONIA AKINS, Program Coordinator Continuing Education, Workforce Development & Continuing Education, March 1, 2024.

NATHAN HOWE, Video Production Specialist, Academic Affairs, March 8, 2024.

MARK WESTFALL, Testing Services Specialist, Student Success & Engagement, March 8, 2024.

BRYENNA TIMOTIJEVIC, Marketing Assistant, Workforce Development & Continuing Education, March 19, 2024.

TONY HICKS, Database Administrator, Finance & Administrative Services, March 15, 2024.

**RECOMMENDATION:**

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

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Judy Korb  
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE  
OFFICE OF THE PRESIDENT

March 21, 2024

HUMAN RESOURCES ADDENDUM

1. Retirement

ABERASH GEBRU, Custodian, Finance & Administrative Services, September 15, 2024.

**RECOMMENDATION:**

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

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Judy Korb  
Interim President