JOHNSON COUNTY COMMUNITY COLLEGE
12345 College Boulevard
Overland Park, Kansas

Meeting – Board of Trustees
Hugh Speer Board Room, GEB 137
June 20, 2024 – 5:00 p.m.

AGENDA

I.	**CALL TO ORDER**	**Trustee Rayl**
II.	**PLEDGE OF ALLEGIANCE**	**Trustee Rayl**
III.	**ROLL CALL**	**Trustee Rayl**
IV.	**AWARDS AND RECOGNITIONS**	**Trustee Rayl**
V.	**OPEN FORUM**	**Trustee Rayl**

VI. **BOARD REPORTS**

A.	**College Lobbyist**	**Dick Carter**
B.	**College Council**	**Jason Arnett**
C.	**Faculty Association**	**Andrea Vieux**
D.	**Johnson County Education Research Triangle**	**Trustee Smith-Everett**
E.	**Kansas Association of Community Colleges**	**Trustee Cross**
F.	**Foundation**	**Trustee Hamill**

VII. **COMMITTEE REPORTS AND RECOMMENDATIONS**

A. **Employee Engagement and Development Committee (pp 1-3)** **Trustee Hamill**
Recommendation: **FY25 Staff Compensation (p 1)**

B. **Management and Finance Committee (pp 4-12)** **Trustee Hamill**
Recommendation: **Evergy Easement (pp 4-5)**
Recommendation: **Media Management Services (MMS)**
Equipment (p 6)

2. Separations
3. Contract Non-renewals
C. Human Resources Addendum

XII. EXECUTIVE SESSION

XIII. ADJOURNMENT

<p style="text-align:center">EMPLOYEE ENGAGEMENT AND DEVELOPMENT COMMITTEE
MINUTES
June 4, 2024</p>

The Employee Engagement and Development Committee met at 10:45 a.m. on Wednesday, June 5, 2024 in GEB 137. Those present were Trustee Valerie Jennings; staff Judy Korb, Mickey McCloud, Christina McGee, Electra Arzola, Rachel Haynes, Mistry Miler, and Liz Loomis, recorder.

A new agenda was brought forward by Christina McGee; Staff salary increases.

RECOMMENDATION:

It is the recommendation of the Employee Engagement and Development Committee that the Board of Trustees authorize, effective July 1, 2024, a 5% salary increase for all non-bargaining unit salaried, and full-time and part-time hourly employees employed as of June 30, 2024.

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Christina McGee
Vice President, Human Resources

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Judy Korb
Interim President

HR -4 Monitor HR and Employee Engagement Strategies and Initiative

Christina McGee provided an update on the Office of Human Resources. She highlighted the upcoming Department of Labor salary threshold changes that may have an impact on current exempt employees and the new Title IX rule. Christina also shared updates regarding the implementation timeline for updating the goal setting feature in the performance evaluation platform. In addition, Christina provided an updated on HR staffing and positions that are expected to be filled.

Electra Arzola, Employment Services Manager, provided an update on the new recruiting model being used in employment services. She said two Talent Acquisition Specialists have been hired to help with the hiring process. This calendar year, 2,557 applications have been submitted for positions on campus. The project to update and finalize over 900 job descriptions is almost completed. Electra discussed the automation

of the offboard process will be launched this Fall. Electra also mentioned her team is working on updating the new onboarding process which will be launched July 1st.

Rachel Haynes, Director of Employee Engagement and Development provided an update on Staff Development. Rachel presented employee participation numbers from January to June 2024 in Staff Development programs. Information was shared about the variety of workshops that are offered for employees to participate in at no cost. Workshops provided for employees include topics such as professionalism, customer service, new employee orientations, supervisory/leadership development, fitness classes, financial wellness, stress reduction, and nutrition. Rachel also shared dates for upcoming events: August 13-19, Professional Learning Days; August 26, Welcome Week;, and September 13, All Employee Picnic.

<u>HR-2 Monitor Employee Benefit Programs</u>

Misty Miller, Benefits Manager, provided and update on the benefits and wellness department. Misty shared the department has been working on file automation. Misty explained automation of the 9BK KPERS and TIAA Carrier files are in progress. Right now, benefit information is manually entered for 1,200 employees which is spearheading HR's efforts to automate processed in benefits. Misty also said the KPERS GASB 68 and GASB 75 reports were completed. Last, Misty advised that the renewal for International Student Health Insurance is complete and there was a 4% premium increase because utilization was under 75%.

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

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MANAGEMENT AND FINANCE COMMITTEE
Minutes
June 5, 2024

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The Management and Finance Committee met at 8:30 AM on Wednesday, June 5, 2024, in the Hugh Speer Board Room. Those present were Trustees Mark Hamill, and Greg Mitchell; staff: Jim Feikert, Tom Hall, Judy Korb, Janelle Vogler, Sandra Warner, and Linda Nelson, recorder.

<u>Mission Continuity and Risk Management</u>

Sandra Warner, Executive Director, Mission Continuity and Risk Management, provided a semi-annual report on Mission Continuity and Strategic Risk Management activities. Mission Continuity ensures disaster recovery and continuity plans are in place to sustain academic and administrative functions throughout adversity. An overview of the annual property insurance renewal process was presented along with a five-year lookback of insurance premiums. She also shared analysis of the risk management program and next steps for risk response dashboards.

<u>Capital Acquisitions and Improvements: Progress Report</u>

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 1st floor renovation. Information on facilities projects from the capital acquisitions and improvements matrix was provided in the Management and Finance Committee meeting materials.

<u>Other agreements</u>

Tom Hall presented an agreement related to the College's construction of a Commercial Driver's License (CDL) Driving Range training facility in Edgerton, Kansas.

The construction of the CDL Driving Range necessitates that JCCC grant a non-exclusive easement to Evergy with the right of ingress and egress through JCCC Driving Range property for the construction, repair and maintenance of electrical infrastructure and the installation of a transformer which will be used to service the building and site. The administration is working with Evergy, the contractor, and a surveyor to appropriately define the easement rights.

<u>RECOMENDATION</u>:
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 a non-exclusive easement to Evergy on JCCC property near and around the CDL Driving Range facility in Edgerton, Kansas, related to installation of infrastructure and the setting of a transformer necessary for suppling electrical energy to the CDL Driving Range building and site, 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 & Administration Services

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Judy Korb
Interim President

Procurement Reports and Recommendations

Jim Feikert, Executive Director, Procurement Services reviewed six bid recommendations.

BIDS & AWARDS: $150,000+
JUNE 2024 MANAGEMENT & FINANCE COMMITTEE

Bid:	24-129 Media Management Services (MMS) Equipment
Fund:	0201 General
Vendors Notified:	80
Total Contract Period:	One Time Purchase
Award Justification:	Low bid and most responsive bidder
Description:	FY24 Active Learning Classroom AV (audio-visual) items for the following classrooms: GEB 254, GEB 375, MTC 388, MTC 142, WHCA 119.

Evaluation Committee
1. John Kumar - Executive Director, Client Support Services
2. Adrian Swan - Manager, Multimedia Services
3. Julie Williamson - Senior Buyer, Procurement Services

Bid Amounts: First Year / Multiyear Total (*if applicable*)
1. **KCAV:**   **$166,086**
2. ACP: $178,379
3. CTI: $180,151
4. Ford Audio: $199,562
5. Zones: $200,965
6. Howard Tech: Nonresponsive

Management and Finance Committee Recommendation
It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the bid response from Kansas City Audio Visual (KCAV) for the total expenditure of $166,086.

Bid:	24-070 Online Virtual Campus Tour
Fund:	0201 General
Vendors Notified:	173
Total Contract Period:	7/8/24 - 7/7/29 (Base Year, 4 Renewal Options)
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	Request for Proposal (RFP) for an online, virtual campus tour application. This service provides website visitors an inside look/"self-guided tour" of JCCC's main campus, buildings, classrooms, labs, equipment, features, amenities, and JCCC's degrees and certification programs.

Evaluation Committee
1. Deanne Belshe - Director, Strategic Marketing Planning
2. Chris Ralston - Creative Lead/Designer, Strategic Communications & Marketing
3. Ian Nance - Marketing Digital Projects Coordinator, Strategic Communication & Marketing
4. Rhiannon Minster - Recruiter
5. Madhavi Rainikindi - Web Developer Front-End, Enterprise Application Support
6. Julie Williamson - Senior Buyer, Procurement Services

Bid Amounts: First Year / Multiyear Total (*if applicable*)
1. **Circuit Virtual Tours:** **$40,400 / $181,722**
2. EAB: $34,429 / $175,119
3. Mass Interact: $33,500 / $181,447
4. CampusXR: $49,900 / $198,730
5. CloudPano: $59,500 / $212,967
6. CampusTours: $91,698 / $246,260
7. ImaginX: $211,500 / $302,035

Management and Finance Committee Recommendation
It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from Circuit Virtual Tours for a base year of $40,400 and a total expenditure of $181,722, throughout the renewal options.

Bid:	**24-146 SCI Building Rooftop Solar**
Fund:	7111 Capital Outlay
Vendors Notified:	75
Total Contract Period:	Project Completion
Award Justification:	Most responsive, responsible respondent according to the RFP criteria
Description:	Request for Proposal (RFP) for solar photovoltaic (PV) on the roof of the Science Building (SCI). The College is looking for long-term energy solutions and the intent is to maximize the value via a design/build approach where the bidder provides the design, engineering, and installation of equipment based on specific PV solar sizes. This system will tie into the respective building's electrical system with the intent of entering into a Net-Metered agreement with Evergy.

Evaluation Committee
1. Brett Edwards - Director, Campus Services and Energy Management
2. Tom Hall - Associate Vice President, Campus Services
3. Michael Rea - Sustainability Project Manager
4. Ryan Johnson - Maintenance Supervisor
5. Larry Allen - Senior Buyer, Procurement Services

Bid Amounts: First Year / Multiyear Total (*if applicable*)
1. **MC Power Companies:** $307,739
2. Artisun Solar, LLC: $309,600
3. Cromwell Solar: $321,408
4. Brightergy: $413,500
5. Entegrity Energy Partners: $442,038

Management and Finance Committee Recommendation
It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the proposal from MC Power Companies in the amount of $307,739 with an additional 10% contingency of $30,774 to allow for possible unforeseen costs, for a total amount of $338,513.

Bid:	**24-046 Background Checks & Drug Screening Services**
Fund:	0201 General
	0501 Truck Driver Training Course
	0601 Adult Supplementary Education
Vendors Notified:	39
Total Contract Period:	7/1/24 - 6/30/29 (Base Year, 4 Renewal Options)
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	Request for Proposal (RFP) to establish a contract for Investigative Background Checks and Drug Testing Services for employees and students. The service solution includes a secure, online document management system, and user website portal that allows for the electronic upload of forms, documents, electronic I-9 system, data for these services, and integration with JCCC's HRIS system (PageUp).
	Usage is on an as-needed basis and varies among the following departments: Human Resources, Insurance & Risk, Health Occupations, Practical Nursing, Workforce Development and Continuing Education, and the Midwest Trust Center.

Evaluation Committee
1. Christina Rudacille - Director, Practical Nursing & Health Occupations
2. Electra Arzola - Manager, Employment Services
3. Sandra Warner - Executive Director, Mission Continuity and Risk Management
4. Gretchen Merritt - Program Coordinator, Workforce Development and Continuing Education
5. Leslie Multer - Front-of-House Administrative Assistant
6. Jim Feikert - Executive Director, Procurement Services

Bid Amounts: First Year / Multiyear Total (*if applicable*)*
1. **Truescreen:**   **$49,279 / $246,395***
2. Castle Branch: $50,507 / $252,535*
3. Validity Screening $60,780 / $303,900*
4. American Databank $59,128 / $295,640*
5. Reveal Background $93,809 / $469,045*
6. Applicant Insight: $157,423 / $787,115*

*Estimates based on historical-spend across the College and estimated/anticipated usage.

Management and Finance Committee Recommendation
It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from Truescreen for an estimated base year of $49,279 and a total estimated expenditure of $246,395, throughout the renewal options.

Bid:	**24-014 Merchant Credit Card Processing Services**
Fund:	0201 General
Vendors Notified:	123
Total Contract Period:	7/1/24 - 6/30/29 (60-month term)
Award Justification:	Most responsive, responsible bidder according to the RFP criteria
Description:	Request for Proposal (RFP) for merchant credit card processing services for payment of card transactions on behalf of the College. JCCC currently accepts Mastercard, Visa, Discover, and American Express for a range of services across the following departments: Bursar's Office (in-person and e-commerce), Bookstore (in-person and e-commerce), Dining Services (in-person), Box Office (in-person and e-commerce), Testing Services (in-person), Student Activities/ Organizations (in-person and e-commerce), and the college Foundation (e-commerce).
	This solution is for a seamless payment experience for students and staff when engaging in payment-related transactions with the College. The goal of this merchant credit card processing system is to offer a secure and intuitive solution that integrates with established payment software and offers new payment technologies.

Evaluation Committee

1. Megan Casey - Director, Bursar Operations
2. Deb Nicholson - Director, Accounting Services and Grants
3. Kailyn Witte - Manager, Accounting & Grants
4. Connor Nyberg - Senior Business Analyst
5. Debbie Neal - Accountant, Bursar Operations
6. Jim Feikert - Executive Director, Procurement Services

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

1. **TouchNet:** **$456,216 / $2,281,080**
2. Commerce Bank: $437,806 / $2,189,030
3. BOA Solution 1: $429,013 / $2,145,065
4. BOA Solution 2: $449,086 / $2,245,430
5. Connexion Links nonresponsive; not bid as specified

*Above are estimates based on historical transaction volume

Management and Finance Committee Recommendation
It is the recommendation of the Management and Finance Committee that the Board of Trustees accept the recommendation of the college administration, to approve the proposal from TouchNet for an estimated base year of $456,216 and a total estimated expenditure of $2,281,080 throughout the renewal options.

RENEWALS: $150,000+
JUNE 2024 MANAGEMENT & FINANCE COMMITTEE

Renewal:	Network Infrastructure Products & Software Subscriptions (C20-061-00)
Fund:	0201 General
Total Contract Period:	6/19/20 - 6/18/25
Renewal Option:	4 of 4
Description:	Network infrastructure equipment and software subscription services. Parts, equipment, and software subscriptions on an as-needed, if-needed basis (BoT - June 2020). Anticipated FY25 expenditures are the following:

$560,000	Cisco SmartNet, licensing, subscriptions, enterprise agreements, switch, route, firewall, wireless, unified communication (telecom).
$280,500	Switch Replacements - CTEC, FADS, 10GBe modules.
$282,000	Cisco UCS Server replacements (qty 6). M4 model end-of-support in 2024. Cisco Catalyst 9300 data closet switch replacements.
$60,000	Wireless Access Points - FY25 3800 series WAP replacements (qty 100).
$190,000	CISCO Security EA (Enterprise Agreement).
$170,000	Smartnet subscription renewal.

Renewal Amount
1. **Sirius Computer Solutions: $1,542,500**

Management & Finance Committee Recommendation
It is the recommendation of the Management & Finance Committee that the Board of Trustees accept the recommendation of the college administration to approve the final renewal option year for Sirius Computer Solutions, for Network Infrastructure Products & Software Subscriptions for a total amount of $1,542,500 through June 18, 2025.

Informational Items

Informational reports of Bids and Awards, Cooperative Bids and Awards, Renewals, and Single Source purchases were provided in the Management and Finance Committee meeting materials.

The next Management and Finance Committee meeting is scheduled for Wednesday, July 3, 2024, at 8:30 AM.

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

June 5, 2024

The Student Success Committee met at 9:45 am on Wednesday, June 5, 2024, in GEB 137.

Curriculum Update

Shelia Mauppin presented curriculum updates for the 2025-2026 academic years. All changes were approved by the committee. Complete details can be found subsequently on the consent agenda of the June 20 board packet.

Policy Update

Policy	Recommended Action	Material Changes
Admission Policy 310.01	Modify	The recommended changes add an applicability statement and remove procedural details that better fit outside the policy.
Assessment Policy 311.02	Modify	The recommended changes add an applicability and purpose statement.
Scheduling of Courses and Add/Drop Policy 311.03	Modify	The recommended changes add an applicability and purpose statement and clarify the section on dropping a credit course.
Enrollment Status and Course Load Policy 311.04	Modify	The recommended changes add an applicability and purpose statement and three-quarter enrollment status.
Auditing Courses Policy 311.05	Modify	The recommended changes add an applicability and purpose statement.
Tuition Refund Policy 312.01	Modify	The recommended changes add an applicability and purpose statement and clean up the language used in the Policy.
Financial Aid Policy 313.01	Modify	The recommended changes add a statement that the College will comply with program participation agreements

		and memorandums of understanding that govern its various programs.
Student Code of Conduct Policy 319.01	Modify	The recommended changes revise the academic dishonesty, cheating and plagiarism section to address generative artificial intelligence.

Report:

The Student Success Committee has reviewed the recommended changes to the Admission Policy 310.01. The recommended changes add an applicability statement and remove procedural details that better fit outside the policy.

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 Admission Policy 310.01, as shown subsequently in the Board packet.
Admissions Policy 310.01

Johnson County Community College
Series: 300 Students
Section: Admission

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

Purpose: The purpose of this Policy is to addresses credit, ~~continuing education/~~noncredit and international student admission at the College ~~Johnson County Community College (JCCC or "College")~~.

Statement:

I. Credit Admission

A. Eligibility

Any person seeking regular admission to ~~Johnson County Community College~~ JCCC credit courses must satisfy the requirements outlined in K.A.R. 88-26-3 ~~one of the following requirements: be a high school graduate; be a concurrently enrolled high school student who meets the Kansas Board of Regents eligibility requirements; have passed the GED exam; or have reached the age of 18~~.

B. Application for Regular Admission to Credit Courses

All students enrolling in credit courses at JCCC are required to complete an application for admission. As part of the application process, the submission of additional documents (i.e. transcripts) may be required depending on the admission status of the student. The Admissions Office shall be responsible for maintaining procedures and documents regarding credit admission to the College. Admission may be denied if it has been determined that the applicant has supplied falsified documentation.

C. Selective Admission Programs

Admission to JCCC does not guarantee enrollment in any specific course or program. Courses or programs may have size limitations, prerequisite/co-requisite requirements or other rules regulating enrollment. Additionally, Selective Aadmissions Pprograms, as approved by the Board of Trustees, and selective admission program courses, have a limited number of openings each year and have specific entry level admission requirements that must be met prior to selection for admission to the program. Programs with selective admission criteria will be listed in the Ccatalog of Ccourses. The Admissions Office will provide selection criteria for each program upon request.

D. College Credit Admission for High School Students

Currently enrolled high school students may be eligible to participate in credit programs for students while attending high school offered by the College. The credit classes may be offered at a College location or at the participating high school.

DE. Exceptions to Admission; Readmission

The College reserves the right to deny admission, readmission or enrollment, temporarily or permanently, to any individual who has violated the Student Code of Conduct 319.01, and or is currently suspended or expelled from the College, who is not making academic progress as defined in the Academic Standing Policy 314.06, or when the College is unable to provide the services, courses or programs needed to assist a student to meet their educational objectives. Students may need to submit additional documents as required by the College prior to consideration for readmission.

II. Workforce Development and Continuing Education (Noncredit) Registration/Noncredit Admission

~~Enrollment in the College's Continuing Education (noncredit) courses is usually open to any person eighteen years of age or over. Additional enrollment qualifications for a particular Continuing Education course and exceptions to this age restriction~~ Workforce Development and Continuing Education (noncredit) courses are primarily intended for adult students but are generally open to any person. Exceptions and additional registration qualifications for a particular course will be stipulated in College publications.

III. International Student Admission

A. Admission Requirements

Immigrant and non-immigrant international students must meet all College admission requirements. Additional requirements are set by International and Immigrant Student Services based on a student's status in the U.S. ~~policies and provide required documentation as set forth in the International and Immigrant Student requirements established by the College, which could include documentation of: minimum academic requirements, English proficiency, financial ability, tuberculosis blood testing and/or proof of required insurance coverage (as set forth in III.B. below)~~.

B. Insurance Coverage

All ~~F-1 and M-1 visa~~ students attending ~~JCCC with a~~ JCCC on an I-20 issued by JCCC are required to purchase ~~through JCCC:~~ accident, illness, medical evacuation and repatriation insurance coverage through JCCC~~, unless a written waiver is granted in the sole discretion of the JCCC Director of Insurance & Risk Management and the International & Immigrant Student Services office because JCCC-provided coverage is unavailable. The student's financial sponsor must have funds available to pay all personal and educational expenses including this stated insurance coverage during all periods of enrollment (including during Optional Practical Training) while legally present in the United States with a JCCC I-20~~.

C. Undocumented Students

Students who do not possess a status allowing legal presence in the U.S. will be eligible for the in-state tuition rate under ~~Kansas House Bill 2145 (K.S.A. 76-731a)~~K.S.A. 76-731a if they meet the requirements set forth on JCCC's website concerning ~~U~~undocumented ~~A~~applicants.

Date of Adoption: ~~Date of Adoption Credit Courses 310.01: Not noted; Revised: 06/16/1994, 05/16/1996; Date of Adoption Continuing Education/Noncredit: Not noted; Revised: 03/13/2014; Date of Adoption International Students 310.03: Not noted; Revised: 01/27/1993, 06/16/1994, 02/15/2001, 08/02/2007, 03/13/2014, 08/17/2017; 10/20/2005, 03/13/2014.~~

Revised: ~~Revised Admission Policy 310.01: the former 310.01, 310.02 and 310.03 policies combined and revised effective 02/21/2019~~ 06/16/1994, 05/16/1996, 10/20/2005, 03/13/2014 (renamed from Credit Student Policy 310.01; material incorporated from College Credit Options for High School Students Policy 310.05, Programs with Selective Admission Policy 310.06 and Area Vocational School Programs Policy 310.07), 02/21/2019 (renamed from Credit Admission Policy 310.01; material incorporated from Continuing Education Admission Policy 310.02 and International Student Admission Policy 310.03), 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Assessment Policy 311.02. The recommended changes add an applicability and purpose statement.

<u>RECOMMENDATION</u>

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 Assessment Policy 311.02, as shown subsequently in the Board packet.

Assessment Policy 311.02

Johnson County Community College
Series: 300 Students
Section: Registration, Assessment, Auditing and Scheduling Classes

<u>Applicability</u>: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

<u>Purpose</u>: The purpose of this Policy is to establish that a credit course may require students to meet specific academic standards prior to placement in that course.

<u>Statement</u>:

Students who enroll in credit classes may be required to meet academic standards for entry into degree or ~~/~~certificate programs and placement into individual courses. Assessment of these standards may include determination of the student's skill level through placement testing, standardized testing, evaluation of prior college level coursework ~~and/~~or prior learning experience.

Date of Adoption:
Revised: 06/16/1994, 02/15/2001, 04/17/2014, 01/16/2020, 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Scheduling of Courses and Add/Drop Policy 311.03. The recommended changes add an applicability and purpose statement and clarify the section on dropping a credit course.

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 Scheduling of Courses and Add/Drop Policy 311.03, as shown subsequently in the Board packet.

Scheduling of Courses and Add/Drop Policy 311.03

Johnson County Community College
Series: 300 Students
Section: Registration, Assessment, Auditing and Scheduling Classes

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

Purpose: The purpose of this Policy is to inform students about JCCC policies for adding and dropping classes.

Definitions:

"Business Day" means a day of the week from Monday through Friday, excluding days the College is officially closed.

Statement:

Students at ~~Johnson County Community College ("JCCC" or "College")~~ JCCC are responsible ~~to schedule~~ for scheduling their courses and are expected to be aware of all course prerequisites and schedule changes. The College reserves the right to cancel, combine, ~~and/~~or change the time, day or location of any course without prior notice. ~~and refunds will~~ Refunds may be granted in accordance with the Tuition Refund Policy

[312.01](#). The College also reserves the right to change the instructor ~~and/~~or course delivery method ~~instructional methodology~~ without obligation.

I~~1~~. Adding a Course

- **A. Credit**: A student may add a credit course in accordance with the Enrollment Dates and Deadlines published each semester on the College website. No late enrollment is allowed without the consent of the academic department ~~and the approval of the division dean~~.

- **B. Workforce Development and Continuing Education**: A student may add a Workforce Development and Continuing Education course up to the day the course begins.

II~~2~~. Dropping a Course

- **A. Credit**: ~~The deadline for dropping a full semester course is November 15 for the fall semester and April 15 for the spring semester. The deadline for dropping a course of any other length is published on the College website.~~ A student may drop a credit course in accordance with the Drop Deadlines published each semester on the College website. If the drop occurs after one-quarter of the course has passed but before the deadline to withdraw, a "W" grade is recorded on the student's permanent record. After the deadline to withdraw, the student may not withdraw, and a final grade in the course will be recorded on the student's permanent record ~~if the drop occurs after one-quarter of the course has passed. No grade will be recorded if the drop occurs before one-quarter of the course has passed~~. A student who drops all credit courses at any time during the semester will no longer be considered enrolled for that semester.

- **B. Workforce Development and Continuing Education**: A student may drop a course up to four business days before the course begins. ~~For the purposes of this Policy, "business day" is defined as a day of the week from Monday through Friday, excluding days the College is officially closed.~~

III~~3~~. Add/Drops and Effect on Tuition

Courses added by a student will be subject to applicable tuition and fees.

Courses dropped by a student will be processed in accordance with the [Tuition Refund Policy 312.01](#).

Date of Adoption:
Revised: 05/26/1993, 10/27/1993, 06/16/1994, 08/22/1995, 12/21/1995, 02/15/2001, 01/15/2009, 04/17/2014, 01/16/2020, 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Enrollment Status and Course Load Policy 311.04. The recommended changes add an applicability and purpose statement and three-quarter enrollment status.

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 Enrollment Status and Course Load Policy 311.04, as shown subsequently in the Board packet.

Enrollment Status and Course Load Policy 311.04

Johnson County Community College
Series: 300 Students
Section: Registration, Assessment, Auditing and Scheduling Classes

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

Purpose: The purpose of this Policy is to determine a student's enrollment status based on the total number of credit hours the student is enrolled in for the semester.

Statement:

I. Enrollment Status

Enrollment status at ~~Johnson County Community College ("JCCC" or "College")~~JCCC is defined as ~~either~~ full-time, three quarters-time, half-time or less than half-time. Students often need verification of their enrollment status ~~to~~ for outside entities for various reasons (e.g., student loans, financial assistance, employer, etc.). Winter ~~s~~Session courses are included in the fall semester.

For the fall or spring semester:

- Enrollment in 12 or more credit hours is considered full-time status.

- Enrollment in 9 to 11 credit hours is considered three-quarters status.
- Enrollment in 6 to ~~11~~ 8 credit hours is considered half-time status.
- Enrollment in 1 to 5 credit hours is considered less than half-time status.

For the summer session:

- Enrollment in 6 or more credit hours is considered full-time status.
- Enrollment in 4 to 5 credit hours is considered three-quarters status.
- Enrollment in 3 ~~to 5~~ credit hours is considered half-time status.
- Enrollment in 1 to 2 credit hours is considered less than half-time status.

II. Maximum Course Load

Students who wish to enroll in more than 18 semester hours of credit for a fall or spring semester, or more than 9 hours of credit in the summer, must, before enrolling, receive written permission from a JCCC academic counselor and have a 2.5 cumulative grade point average calculated in accordance with the Grading System Policy 314.04.

Date of Adoption:
Revised: 06/16/1994, 01/15/2009, 04/17/2014, 01/16/2020, 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Auditing Courses Policy 311.05. The recommended changes add an applicability and purpose statement.

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 Auditing Courses Policy 311.05, as shown subsequently in the Board packet.

Auditing Courses Policy 311.05

Johnson County Community College
Series: 300 Students
Section: Registration, Assessment, Auditing and Scheduling Classes

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

Purpose: The purpose of this Policy is to provide guidance on the process for auditing credit courses.

Statement:

Auditing a course means a student attends a course regularly without being required to take exams, complete assignments or perform other tasks required by the instructor. Students receive no credit for audited courses. Each academic department may determine whether a course may be enrolled in by students for audit purposes. Audited courses will not be considered in determining full-time or part-time enrollment status and will ~~may~~ not satisfy enrollment requirements for graduation purposes. Credit enrollment cannot be converted to audit status, and audit enrollment cannot be changed to credit enrollment. Students may not enroll for credit, drop the course and then re-enroll for audit in the same course section.

Students may only enroll to audit a course during the dates designated for audit enrollment. Instructions on how to enroll for audit are available on the JCCC website. Tuition and fees for audited courses will be assessed at the same rate as that charged for enrolling in credit courses. Financial aid will not pay for audited courses. Students eligible for 60+ tuition rates for credit courses must pay regular full-price tuition rates for audited courses.

Date of Adoption:
Revised: 02/15/2001, 01/15/2009, 03/14/2013, 10/16/2014, 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Tuition Refund Policy 312.01. The recommended changes add an applicability and purpose statement and clean up the language used in the Policy.

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 Tuition Refund Policy 312.01, as shown subsequently in the Board packet.

Tuition Refund Policy 312.01

Johnson County Community College
Series: 300 Students
Section: Tuition and Financial Aid

Cross-Reference: Tuition Refund Appeal Operating Procedure 312.02

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

Purpose: The purpose of this Policy is to set out the circumstances by which a student may be eligible for a refund of the student's tuition and fees.

Definitions:

"Business Day" means a day of the week from Monday through Friday, excluding days the College is officially closed.

A "refund" of tuition or fees may include a refund directly to the student of amounts paid to JCCC, a refund to a third-party funding source for amounts paid to JCCC, and/or any other forgiveness of tuition and fees.

Statement:

Students may be eligible for a refund of some or all tuition and fees paid to the College in accordance with this Policy. A refund may include a refund of tuition and fees directly paid to the student for amounts paid to JCCC, a refund of tuition and fees to a third-party funding source for amounts paid to JCCC, or any other forgiveness of tuition and fees. No refund will be authorized except as provided in this Policy or in accordance with the Tuition Refund Appeal Operating Procedure 312.02.

I. Refund for Credit Courses

A student who has completed registration for credit courses and subsequently withdraws from a course will receive a 100% refund of tuition and fees paid if the drop is completed within eight (8) calendar days of the official first day of the semester for a full semester course. Refund dates for a course of any other length are published on the College website.

In the event a course is canceled or the dates or times of a course are changed by the College, a 100% refund of tuition and fees pertaining to that course will be made to the student.

Students who are directed to report for active military duty during an academic term shall be entitled to a full refund of tuition and fees. All refunds may be contingent upon presentation of official documentation. Students who volunteer for military services are subject to the provisions of this Policy.

II. Refund for Workforce Development and Continuing Education Courses

If a student who is registered for a Workforce Development and Continuing Education course requests a refund by phone or email and the request is received in the JCCC Workforce Development and Continuing Education Registration Office at least four (4) business days before the course begins, the student will receive a 100% refund. For purposes of this Policy, "business day" is defined as a day of the week from Monday through Friday, excluding days the College is officially closed.

In the event a course is canceled or the dates or times of a course are changed by the College, a 100% refund of tuition and fees pertaining to that course will be made to the student.
Students who are directed to report for active military duty during an academic term shall be entitled to a full refund of tuition and fees. All refunds may be contingent upon

presentation of official documentation. Students who volunteer for military services are subject to the provisions of this Policy.

III. Appeals

Exceptions to this Policy must be submitted and will be considered in accordance with the Tuition Refund Appeal Operating Procedure 312.02.

Date of Adoption:
Revised: 10/27/1993, 12/21/1995, 12/08/1999, 02/15/2001, 10/20/2005, 05/21/2009, 04/17/2014, 8/13/2015, 01/16/2020, 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Financial Aid Policy 313.01. The recommended changes add a statement that the College will comply with program participation agreements and memorandums of understanding that govern its various programs.

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 Financial Aid Policy 313.01, as shown subsequently in the Board packet.

Financial Aid Policy 313.01

Johnson County Community College
Series: 300 Students
Section: Tuition and Financial Aid

Applicability: This Policy applies to all Johnson County Community College ("JCCC" or the "College") students.

Purpose: The purpose of this Policy is to explain JCCC's participation in financial aid programs and basic student eligibility.

Statement:

I. Financial Aid Programs

Students who meet basic federal eligibility requirements and Satisfactory Academic Progress standards may qualify for financial assistance through federal, state or College-organized funding.

   A1. Federal and State Programs

   The College will seek participation in federal and state student aid programs that are available to two-year public institutions. The College will comply with all

regulations, program participation agreements, or memorandums of understanding governing the various programs, and as such, will adopt necessary processes to ensure that its commitment to integrity and excellence in the recruitment, admission and enrollment of students receiving federal and state student aid is realized.

B2. College Programs

Based on the availability of resources, tThe Board of Trustees may elect to authorize funds for student assistance programs from general fund or student activity fee revenue.

II. Application for Financial Aid

Students who apply for financial aid at JCCC will be required to complete and submit all appropriate application materials by the published deadlines. A new application is required each fall semester, which is the start of the financial aid year. Financial aid will be packaged and disbursed based on the criteria established and availability of funds. Information about financial aid opportunities is maintained by the Financial Aid Office.

III. Satisfactory Academic Progress

Federal regulations require that a student must make Satisfactory Academic Progress toward an eligible certificate, degree or transfer program in order to be eligible to receive aid from any federal or state aid programs.

The College maintains Satisfactory Academic Progress standards for evaluating a student's academic efforts to achieve an educational goal that will comply with all federal regulations and the intent of all relevant statutes. In addition to all federal and state aid programs, the Satisfactory Academic Progress standards will be applied to all students receiving any type of aid from the College.

IV. Appeals

Students may appeal any decision by the College that could cause them to lose their eligibility for financial assistance. Appeals must be submitted using the Financial Aid Satisfactory Academic Progress (SAP) Appeal Form to the Financial Aid Office by the posted deadlines, signed by the student and academic counselor (if required), and

include a statement from the student articulating the reason for appeal, the student's success plan, and any other supporting documentation. The SAP Appeal Form and documentation will be reviewed by a Satisfactory Academic Progress Appeal Committee to determine if the student has documented sufficient mitigating circumstances that prevented the student from maintaining Satisfactory Academic Progress and outlined a feasible plan for success. The decision of the Satisfactory Academic Progress Appeal Committee is final. The student will be informed in writing of the Committee's decision.

Date of Adoption:
Revised: 06/16/1994, 02/15/2001, 04/17/2014, 01/16/2020, 07/15/2021, 06/20/2024

Report:

The Student Success Committee has reviewed the recommended changes to the Student Code of Conduct Policy 319.01. The recommended changes revise the academic dishonesty, cheating and plagiarism section to address generative artificial intelligence.

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 Code of Conduct Policy 319.01, as shown subsequently in the Board packet.

Student Code of Conduct Policy 319.01

Johnson County Community College
Series: 300 Students
Section: Code of Conduct and Discipline

Applicability: This Policy applies to all students enrolled at Johnson County Community College ("JCCC" or "the College") who i) are participating in any College course, activity or event or ii) are representing the College, either on or off campus.

Purpose: The purpose of this Policy is to set out the JCCC Student Code of Conduct ("the Code") which students must follow.

Definitions:

"Bullying" is any intentional gesture or any intentional written, verbal, electronic or physical act or threat that is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment that a reasonable person, under the circumstances, knows or should know will have the effect of: harming an individual, whether physically or mentally; damaging an individual's property; placing an individual in reasonable fear of harm to the individual's person; or placing an individual in reasonable fear of damage to the individual's property. Bullying includes cyberbullying, which is bullying through the use of electronic means.

"Assembly," for the purpose of this Policy, is an individual or group organizing for the purpose of communication.

Statement:

Student participation in College-sponsored programs is considered a privilege and not a right. Therefore, students participating in such programs are expected to adhere to the Code and to all specific conditions of participation in any College sanctioned activity, event or program, including but not limited to, behavioral conditions described in contracts and agreements for athletic, academic and extra-curricular scholarships and activities.

Students are subject to the policies and operating procedures of the College. Violations of this Policy may be reported pursuant to the Student Disciplinary Action Operating Procedure 319.02. The College will take interim and/or disciplinary action in accordance with the Student Disciplinary Action Policy 319.02. In addition, the College may refer a student conduct matter to appropriate authorities if determined necessary by the College.

Students are required to comply with the following provisions of the Code:

1. Academic Integrity: Dishonesty, Cheating or Plagiarism

No student shall attempt, engage in, or aid and abet behavior that, in the judgment of the faculty member for a particular class, regardless of the delivery method, is construed as a breach of academic integrity dishonesty. This includes, but is not limited to, cheating, plagiarism or other forms of academic integrity violations dishonesty.

Examples of academic integrity violations that constitute dishonesty and cheating include, but are not limited to, unauthorized acquisition of tests or other academic materials and/or distribution of these materials, unauthorized sharing of answers during an exam, use of unauthorized notes or study materials during an exam, altering an exam and resubmitting it for re-grading, having another individual take an exam for a student or submit assignments in the name of a student, unauthorized use of generative artificial intelligence, participating in unauthorized collaboration on coursework to be graded, providing false data for a research paper, using electronic equipment to transmit information to a third party to seek answers, or creating/citing false or fictitious references for a term paper. Submitting the same paper for multiple classes may also be considered cheating if not authorized by the faculty member.

Examples of academic integrity violations that constitute plagiarism include, but are not limited to, any attempt to take credit for work that is not the student's own, such as

using direct quotes from an author without using quotation marks or indentation in the paper, paraphrasing work that is not the student's own without giving credit to the original source of the idea, or failing to properly cite all sources in the body of the student's work. This includes use of complete or partial papers from internet paper mills or other sources of non-original work without attribution.

A faculty member may further define <u>violations of</u> academic <u>integrity</u> ~~dishonesty~~, cheating or plagiarism in the course syllabus.

2. Alcohol and Controlled Substances

JCCC supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989, as stated in the [Substance Abuse Policy 320.00](#) (for students) and [Substance Abuse and Alcohol Policy 424.03](#) (for employees). In addition, the College requires students to comply with the provisions of the Kansas Controlled Substances Act (K.S.A. 65-4101, et seq.).

These laws and policies provide, in part, that no student shall consume or possess any alcoholic beverages, unlawfully manufacture, distribute, dispense, consume or possess controlled substances, or be under the influence of such substances on any College-owned, College-operated, or College-utilized facility or at any College-sponsored event or activity either on or off campus. This includes but is not limited to service-learning trips, internship experiences, clinical and practicum assignments, or any off-campus JCCC sponsored gathering of students. All athletes who practice and compete for athletic teams at JCCC will be required to participate in the College's Drug and Alcohol Abuse Testing, Prevention and Counseling Program. Specifics of this Program are outlined within the Student Athlete Handbook. Additionally, some academic programs may require drug and/or alcohol screening as a prerequisite to admittance into the program or for placement at clinical or internship sites.

3. Assault and Battery

No student shall threaten or commit an assault or battery (including sexual offenses) on or toward any member of the College community including its employees, students, trustees or visitors.

4. Bullying

Bullying, as defined in the definitions section of this Policy, is prohibited at JCCC.

5. Contracts

No student shall enter into a contract with an outside agency using the name of the College. Contracts entered into in violation of this rule shall be the personal responsibility and liability of the student.

6. Counterfeiting and Altering

No student shall tamper with, alter in any way, manner, shape or form, or make any unauthorized reproduction or copies of any writing, record, document of identification or any form used or maintained by the College. This shall include electronic and computerized data.

7. Discrimination, Harassment or Retaliation

No student shall engage in discrimination, harassment or retaliation of another as defined and prohibited by the [Student Discrimination, Harassment or Retaliation Policy 319.05](#).

8. Disruptive Behavior

No student shall behave in a manner that is materially disruptive to the learning environment, that is likely to cause damage or actually causes damage to College property, or that endangers or infringes upon the rights, health or safety of themselves or others. Student obstruction or disruption of an educational process, administrative process or other College function is prohibited. It is the responsibility of all students to cooperate fully with officers from the JCCC Police Department, including providing valid identification upon request.

9. Dumping and Littering

No student shall deposit, dump, litter or otherwise dispose of any refuse on College property, except in duly designated refuse depositories.

10. Financial Responsibility

Students who register for classes at JCCC, or otherwise incur charges on their student accounts, are obligated to pay charges billed to the student account in accordance with the [Student Financial Responsibility Statement](#).

11. Gambling

No student shall engage in any form of gambling, as defined by law (see K.S.A. 21-6403, as amended), on College-owned, College-operated, or College-utilized property, at College-sponsored events or activities either on or off campus, or through the use of College owned technology and communication systems.

12. Health and Safety

Students are required to observe the health and safety rules of the College, any classroom, laboratory or other College premises, whether such procedures are written or oral rules or directions. This shall include, but not be limited to completing all required safety training, wearing required personal protective equipment and following prescribed methods and procedures for utilizing dangerous machinery and/or handling and disposing of certain materials which may be hazardous, unstable, infectious, etc.

13. Sexual Assault, Domestic Violence, Dating Violence and Stalking

Sexual Assault, Domestic Violence, Dating Violence and Stalking, as those terms are defined in the [Sexual Harassment Policy 650.00](#), are strictly prohibited.

14. Technology, Communication Systems and Electronic Devices

Students must comply with JCCC's [Use of Technology and Communication Systems Policy 510.00](#) and [Use of Technology and Communication Systems Operating Procedure 510.01](#).
Specifically, students will not use College technology and communication systems:

- For illegal or criminal activity;

- To harass, defame or stalk others;

- For the posting, viewing or sending obscene or pornographic material or material that incites illegal activities;

- For unauthorized commercial or for-profit activities;

- To intentionally waste College resources and supplies;

- To knowingly spread malware or viruses;

- To play games or pursue other non-academic purposes without permission;

- For the distribution, downloading, uploading, or sharing of any material, software, data, document, sound, picture, or any other file that is specified as illegal by any federal or state laws or considered to be proprietary;

- To modify, damage, destroy, or copy any data to which they are not authorized; or

- To tamper with, attempt to gain or gain access to computer data to which the student has no security authorization (including, but not limited to student files, faculty files, confidential information and student record data).

Students shall not share passwords to College technology and communication systems. Passwords must be kept confidential.

Additionally, no electronic communication device shall be used in a manner that causes disruption in any instructional, learning or activity setting, during any class, or within any College-owned, College-operated, or College-utilized facilities. This includes, but is not limited to, abuse of cellular or other electronic devices as follows:

- Utilizing cellular phones or other electronic devices with photographic capabilities for the purposes of photographing test questions or engaging in other forms of academic misconduct, academic dishonesty or illegal activity;

- Photographing individuals in secured areas such as lavatories or locker rooms;

- Taking photographs of any individuals without obtaining appropriate consent;

- Taking unauthorized photographs of documents; or

- Utilizing any type of electronic device to photograph, video record or audio record a course or extra-curricular activity unless permission is expressly granted by the faculty member or JCCC representative. A student may be required to complete a Recorded Lecture Agreement before receiving permission to record. Regardless, when permission is granted, students agree to use such recordings only for personal use and agree not to post such recordings on the internet, or otherwise distribute them to others. Students needing recordings of lectures for disability-related reasons should contact the ACCESS Services Office to arrange for appropriate accommodations.

15. Theft/Vandalism

Students shall not engage in the theft of or damage to property belonging to another person or the College. This includes tampering with coin-operated machines, defacing public property and relocating College property without proper authorization.

16. Tobacco Use and Smoking

Tobacco use, smoking and use of electronic cigarettes (and similar devices) are prohibited on or in any College facility except in outdoor designated areas. See the [Tobacco and Smoke-Free Campus Policy 428.01](#) for further information.

17. Use of College Facilities and Assembly

Students shall not be in College-owned, College-operated, or College-utilized facilities except during times established in the academic calendar or during normal College hours of operation. Students wishing to utilize College facilities at times outside of normal hours of operation must secure permission from the Office of Student Life and Leadership Development.

Free and open assembly is permitted in public areas of the College, subject to reasonable time, place and manner restrictions, and is governed by applicable College policies and operating procedures. Use of College space, whether public or non-public, for assembly purposes is available through established facility reservation procedures administered by the Office of Student Life and Leadership Development.

18. Weapons

JCCC prohibits the possession or use of weapons, as defined in the [Weapons Policy 660.00](#), on campus or at off-campus activities, except as specifically authorized by the Weapons Policy 660.00, which has been adopted in accordance with the Kansas Personal and Family Protection Act, K.S.A. 75-7c01 *et seq.*, as amended and other applicable federal and state laws. Students shall at all times comply with this Policy.

19. Other Violations

Students shall not: (a) violate a federal or state law or local ordinance; (b) aid or abet any violation of federal law, state law, local ordinance, or the Code; or (c) violate any other JCCC policy, operating procedure or rule.

Date of Adoption:

Revised: 05/26/1993, 06/17/1993, 06/19/1997, 06/18/1998, 03/23/2000, 04/17/2003, 03/23/2004, 01/18/2007, 05/17/2007, 08/2/2007, 12/13/2007, 01/15/2009, 08/18/2011, 10/22/2015, 11/17/2016, 05/11/2017, 01/21/2021, 06/20/2024

Affiliation Agreements

Elisa Waldman presented a new Youth Enrichment Continuing Education affiliation agreement. The agreement was approved by the committee. Complete details can be found subsequently on the consent agenda of the June 20 board packet.

Amy Sellers presented a new Career Ready affiliation agreement. The agreement was approved by the committee. Complete details can be found subsequently on the consent agenda of the June 20 board packet.

Mallory Mitchell presented renewal agreements for the College Now program. The agreements were approved by the committee. Complete details can be found subsequently on the consent agenda of the June 20 board packet.

Diane Smethers presented renewal agreements for Community Outreach and Credit Instruction.   The agreements were approved by the committee. Complete details can be found subsequently on the consent agenda of the June 20 board packet.

Hospitality Program Strategies

Jason Lafferty provided an update on the hospitality program and strategies for increasing enrollment. Growth strategies include updating and right sizing the curriculum, adding to the degree offerings, offering credentials at local high schools, adding evening cohorts and partnering with local schools to utilize JCCC's facilities. Leadership will continue to analyze the curriculum and the local market as well as engaging local high schools as a student pipeline.

Center for Sustainability Update

Jay Antle provided an update on the Center for Sustainability. He reviewed the history of the Center, past awards, and peer institution comparisons. He reviewed the results of the Noel-Levitz survey which indicated students feel the College's sustainability efforts are valued and that this metric's score increased from 2021 to 2023. Other initiatives include solar projects, the Harvest lunch and dinner, composting, the Open

Petal Farm, integrating sustainability concepts in course work and public outreach efforts. He thanked JCCC for their continued support.

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

June 6, 2024

TREASURER'S REPORT

<u>REPORT</u>:

The following pages contain the Treasurer's Report for the month ended April 30, 2024.

During the month of April, the College made payments totaling $106,150 on the Series 2012 and 2019 Revenue Bonds.

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

<u>RECOMMENDATION</u>:

It is the recommendation of the college administration that the Board of Trustees approve the Treasurer's Report for the month of April 2024, subject to audit.

_____
Janelle Vogler
Vice President and Chief Financial Officer

_____
Rachel Lierz
Executive Vice President, Finance &
Administrative Services

_____
Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
GENERAL/PTE FUNDS					
Ad Valorem (Property Taxes)	$ 121,189,898	$ -	$ 73,443,969	61%	$ 71,405,080
Tuition and Fees	26,663,775	54,356	25,946,905	97%	25,022,659
State Aid	26,448,697	2,630	27,880,194	105%	27,036,357
Investment Income	1,000,000	571,432	4,947,742	495%	1,699,044
Other Income	3,668,569	323,065	3,068,417	84%	2,061,864
TOTAL REVENUE	$ 178,970,939	$ 951,482	$ 135,287,226	76%	$ 127,225,004
Salaries and Benefits	$ 138,400,933	$ 11,679,728	$ 105,427,477	76%	$ 104,392,304
Current Operating	32,354,540	2,068,921	23,616,596	73%	21,838,393
Capital	4,281,145	379,725	2,155,163	50%	8,779,611
Debt Service	3,689,738	-	3,678,096	100%	3,684,218
TOTAL EXPENSES	$ 178,726,356	$ 14,128,374	$ 134,877,332	75%	$ 138,694,527

Unencumbered Cash Rollforward:

Beginning Balance		$ 122,092,826		$ 117,046,418
Revenues Over Expenses		409,894		(11,469,523)
Encumbrances & Other Activity		(5,326,670)		(8,707,668)
Ending Balance		$ 117,176,050		$ 96,869,226

Actual YTD Revenues by Source

- Ad Valorem (Property Taxes) — 54%
- Tuition and Fees — 19%
- State Aid — 21%
- Investment Income — 4%
- Other Income — 2%

Actual YTD Expenses by Source

- Salaries and Benefits — 78%
- Current Operating — 17%
- Capital — 2%
- Debt Service — 3%

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 (21%), tuition and fees (19%), investment income (4%) and other income (2%). The largest source of expenses this year to date is salary and benefits (78%), followed by current operating (17%), debt service (3%), and capital expenses (2%).
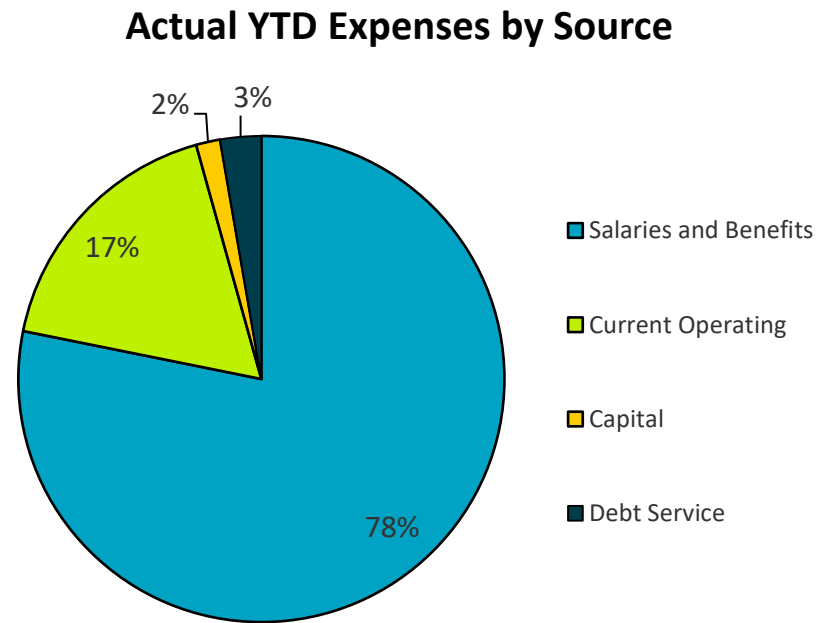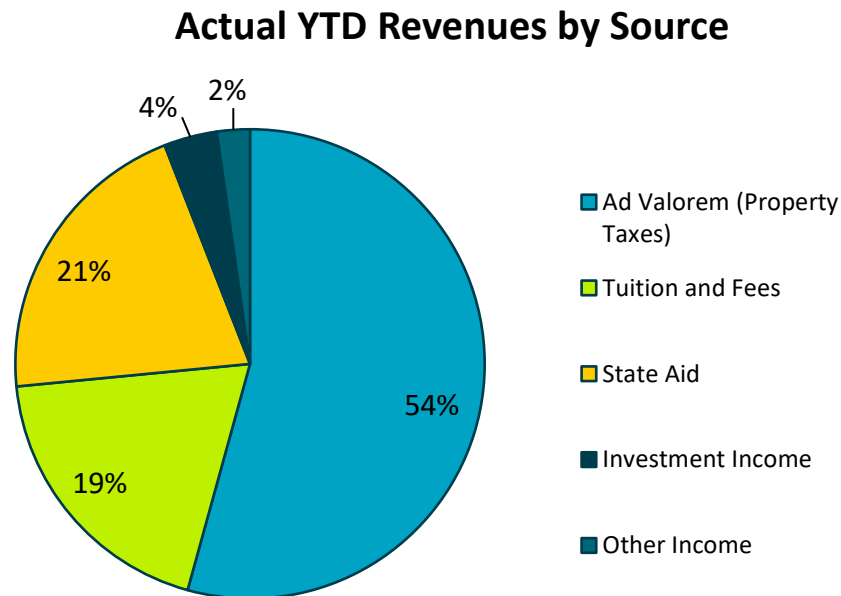
JOHNSON COUNTY COMMUNITY COLLEGE

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JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
GENERAL/POST-SECONDARY TECHNICAL EDUCATION (PTE) FUNDS
EXPENDITURE DETAIL BY NATURAL CLASSIFICATION

</div>

	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	$ 98,877,077	$ 8,662,194	$ 77,353,581	78%	$ 77,092,422	0%
Benefits	39,308,956	3,017,534	28,073,897	71%	27,299,883	3%
Event Officials	71,994	1,227	67,475	94%	61,947	9%
Legal Services	150,000	-	75,061	50%	29,948	151%
Lobbyist Services	30,000	5,417	13,542	45%	-	100%
Audit Services	93,745	-	62,045	66%	51,210	21%
Collection Costs	70,000	4,697	24,304	35%	31,728	-23%
Insurance, Property/Casualty & Rel	1,271,070	(491)	1,231,193	97%	1,003,983	23%
Contracted Services	8,161,345	520,187	5,230,405	64%	4,692,764	11%
SB 155 Shared Funding Payments	380,000	-	277,412	73%	210,559	32%
Overnight Travel	1,028,339	123,409	609,823	59%	539,940	13%
Travel - Accreditation	10,000	6,007	7,112	71%	5,129	39%
Staff Development Training & Travel	380,657	33,512	199,838	52%	219,515	-9%
Faculty Continuing Ed Grants	23,500	1,525	25,094	107%	27,156	-8%
Tuition Reimbursement	550,000	6,804	394,660	72%	385,541	2%
Same Day Travel	115,315	3,389	46,656	40%	37,424	25%
Supplies and Materials	6,177,118	589,308	3,913,600	63%	4,148,380	-6%
Computer Software & Licenses	5,060,209	132,153	4,387,727	87%	3,977,572	10%
Technical Training	104,561	10,672	79,602	76%	53,148	50%
Applicant Travel	15,950	704	7,050	44%	9,562	-26%
Recruiting Travel	35,239	5,512	20,877	59%	12,236	71%
Printing, Binding & Publications	116,350	25,080	60,242	52%	94,657	-36%
Advertising and Promotions	1,027,600	98,926	736,515	72%	859,707	-14%
Memberships	392,481	11,297	309,992	79%	312,431	-1%
Accreditation Expenses	68,805	5,972	49,643	72%	31,992	55%
Bad Debt Expense	130,000	-	65,000	50%	130,000	-50%
Electric	2,921,000	235,778	2,318,611	79%	2,244,341	3%
Water	224,100	8,049	170,871	76%	152,115	12%
Natural Gas	82,400	5,989	57,475	70%	78,630	-27%
Telephone	505,400	7,597	485,776	96%	302,247	61%
Gasoline	66,150	9,079	47,665	72%	53,359	-11%
Subscriptions	511,002	64,572	423,831	83%	367,994	15%
Rentals and Leases	610,585	25,348	465,723	76%	465,294	0%
Repairs and Maintenance	703,463	28,667	408,170	58%	410,635	-1%
Freight	98,500	1,907	57,121	58%	127,024	-55%
Special Events	422,826	37,382	245,974	58%	182,805	35%
Retirement Recognitions	7,500	352	2,930	39%	7,716	-62%
Postage	255,000	28,447	160,657	63%	172,463	-7%
Contingency	602,000	17,000	537,463	89%	3,000	17815%
Remodeling and Renovations	1,213,113	12,141	161,270	13%	140,039	15%
Library Books	85,000	7,763	72,244	85%	93,656	-23%
Furniture and Equipment	2,315,233	290,247	1,794,140	77%	1,179,887	52%
Art Acquisitions	3,000	-	-	0%	-	0%
Building Improvements	171,561	69,575	127,509	74%	7,366,030	-98%
Other Tax Assessments	-	-	-	0%	-	0%
Income Tax	2,500	-	-	0%	-	0%
Grants	415,080	-	219,889	53%	198,065	11%
Foster Care & Killed on Duty Grant	80,000	-	35,374	44%	42,580	-17%
Federal SEOG Match	90,894	13,450	84,200	93%	103,595	-19%
Principal Payments	2,180,000	-	2,180,000	100%	2,070,000	5%
Interest Payments	1,508,238	-	1,497,346	99%	1,612,639	-7%
Fee Payments	1,500	-	750	50%	1,579	-53%
TOTAL EXPENSES	$ 178,726,356	$ 14,128,374	$ 134,877,332	75%	$ 138,694,527	-3%

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
ADULT SUPPLEMENTARY EDUCATION & STUDENT ACTIVITY FUNDS

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
ADULT SUPPLEMENTARY EDUCATION FUND					
Tuition and Fees	$ 3,905,580	$ 362,088	$ 3,363,476	86%	$ 2,428,249
Investment Income	20,000	7,337	74,964	375%	26,319
Other Income	1,502,000	72,954	861,113	57%	808,071
TOTAL REVENUE	$ 5,427,580	$ 442,379	$ 4,299,554	79%	$ 3,262,638
Salaries and Benefits	$ 3,388,475	$ 177,661	$ 1,694,973	50%	$ 1,737,109
Current Operating	4,298,592	264,536	2,522,755	59%	2,213,708
Capital	160,391	-	-	0%	18,585
TOTAL EXPENSES	$ 7,847,458	$ 442,197	$ 4,217,728	54%	$ 3,969,402
Unencumbered Cash Rollforward:					
Beginning Balance			$ 1,372,323		$ 2,208,861
Revenues Over Expenses			81,826		(706,764)
Encumbrances & Other Activity			(701,913)		(478,833)
Ending Balance			$ 752,236		$ 1,023,264
STUDENT ACTIVITY FUND					
Tuition and Fees	$ 1,904,000	$ 912	$ 1,976,806	104%	$ 1,895,450
Investment Income	18,000	4,990	56,999	317%	20,770
Other Income	8,000	999	5,776	72%	7,037
TOTAL REVENUE	$ 1,930,000	$ 6,902	$ 2,039,581	106%	$ 1,923,257
Salaries and Benefits	$ 445,273	$ 36,364	$ 258,660	58%	$ 239,629
Current Operating	935,806	105,871	706,029	75%	627,435
Grants/Scholarships	1,446,692	16,165	1,168,040	81%	1,188,709
TOTAL EXPENSES	$ 2,827,771	$ 158,401	$ 2,132,729	75%	$ 2,055,774
Unencumbered Cash Rollforward:					
Beginning Balance			$ 1,214,098		$ 1,478,536
Revenues Over Expenses			(93,148)		(132,517)
Encumbrances & Other Activity			(55,989)		(146,596)
Ending Balance			$ 1,064,961		$ 1,199,423

JOHNSON COUNTY COMMUNITY COLLEGE

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
OTHER FUNDS

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
MOTORCYCLE DRIVER SAFETY FUND					
Tuition and Fees	$ 160,000	$ 21,920	$ 132,446	83%	$ 117,537
Other Income	40,000	-	39,360	98%	41,410
TOTAL REVENUE	$ 200,000	$ 21,920	$ 171,806	86%	$ 158,947
Salaries and Benefits	$ 115,500	$ 15,748	$ 62,820	54%	$ 52,052
Current Operating	23,400	1,795	9,842	42%	10,412
Capital	21,000	-	-	0%	-
TOTAL EXPENSES	$ 159,900	$ 17,543	$ 72,662	45%	$ 62,464
Unencumbered Cash Rollforward:					
Beginning Balance			$ 1,242,904		$ 1,161,804
Revenues Over Expenses			99,144		96,483
Encumbrances & Other Activity			(2,090)		(4,714)
Ending Balance			$ 1,339,958		$ 1,253,573
TRUCK DRIVER TRAINING COURSE FUND					
Tuition and Fees	$ 2,214,000	$ 194,669	$ 1,309,896	59%	$ 681,863
TOTAL REVENUE	$ 2,214,000	$ 194,669	$ 1,309,896	59%	$ 681,863
Salaries and Benefits	$ 1,032,567	$ 62,092	$ 632,017	61%	$ 309,102
Current Operating	972,500	45,538	472,647	49%	154,872
Capital	538,502	-	-	0%	-
TOTAL EXPENSES	$ 2,543,569	$ 107,630	$ 1,104,664	43%	$ 463,974
Unencumbered Cash Rollforward:					
Beginning Balance			$ 1,354,084		$ 1,102,867
Revenues Over Expenses			205,232		217,888
Encumbrances & Other Activity			(619,581)		(36,543)
Ending Balance			$ 939,735		$ 1,284,213
SPECIAL ASSESSMENTS FUND					
Ad Valorem (Property Taxes)	$ 317,491	$ -	$ 201,420	63%	$ 190,540
Interest Income	-	7,184	60,428	100%	18,733
TOTAL REVENUE	$ 317,491	$ 7,184	$ 261,847	82%	$ 209,273
Current Operating	$ 500,000	$ 9,159	$ 188,239	38%	$ 340,667
TOTAL EXPENSES	$ 500,000	$ 9,159	$ 188,239	38%	$ 340,667
Unencumbered Cash Rollforward:					
Beginning Balance			$ 1,547,334		$ 1,584,726
Revenues Over Expenses			73,609		(131,394)
Encumbrances & Other Activity			(54,985)		(270,815)
Ending Balance			$ 1,565,958		$ 1,182,518

JOHNSON COUNTY
COMMUNITY COLLEGE

	ADOPTED BUDGET 2023-2024	ACTIVITY THIS MONTH 2023-2024	ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET	PRIOR YEAR ACTIVITY TO DATE
REVENUES					
Cosmetology	$ 9,000	$ 120	$ 6,914	77%	$ 19,469
Bookstore	6,774,400	45,868	4,918,962	73%	4,879,499
Dining Services	2,599,528	283,921	2,237,572	86%	1,886,133
Hiersteiner Center	-	-	- †	0%	834,335
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	485	1,213	67%	2,324
Hospitality Management & Pastry Program	60,000	7,281	44,834	75%	51,943
Campus Farm	16,500	539	15,352	93%	14,236
Investment Income	15,000	78	24,001	160%	16,032
TOTAL REVENUES	$ 9,478,228	$ 338,292	$ 7,248,848	76%	$ 7,703,971
EXPENSES					
Cosmetology	$ 9,500	$ -	$ 3,551	37%	$ 11,673
Bookstore	6,440,275	139,731	4,497,092	70%	4,899,973
Dining Services	3,876,778	286,480	2,737,768	71%	3,074,220
Hiersteiner Center	-	-	- †	0%	1,391,958
HVAC Auxiliary & Auto Technology Project	2,000	-	-	0%	-
Dental Hygiene	1,800	-	1,098	61%	1,416
Hospitality Management & Pastry Program	65,000	5,663	42,926	66%	47,871
Campus Farm	16,500	120	7,973	48%	10,000
SUBTOTAL	$ 10,411,853	$ 431,994	$ 7,290,407	70%	$ 9,437,111
Other Auxiliary Services Expenses					
Auxiliary Construction	$ 10,000	$ 880	$ 1,736	17%	$ 2,347
Director	170,084	21,504	199,140	117%	26,263
Budget Reallocation Pool	100,000	-	-	0%	-
TOTAL EXPENSES	$ 10,691,937	$ 454,378	$ 7,491,283	70%	$ 9,465,721

Unencumbered Cash Rollforward:		
Beginning Balance	$ 298,431	$ 1,838,826
Revenues Over Expenses	(242,435)	(1,761,750)
Encumbrances & Other Activity	(345,418)	(122,709)
Ending Balance	$ (289,422)	$ (45,633)

† Activity has been combined into General Fund in FY24.

JOHNSON COUNTY
COMMUNITY COLLEGE

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
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83.3% 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	$ 3,363	$ 7,796	$ (4,433)
Bookstore	421,870	(20,474)	442,344
Dining Services	(500,196)	(1,188,087)	687,891
Hiersteiner Center	- †	(557,623)	557,623
HVAC Auxiliary & Auto Technology Project	-	-	-
Dental Hygiene	116	908	(792)
Hospitality Management & Pastry Program	1,908	4,072	(2,163)
Campus Farm	7,380	4,236	3,144
	$ (65,560)	$ (1,749,172)	$ 1,683,612

† Activity has been combined into General Fund in FY24.

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
PLANT & OTHER FUNDS

	ADOPTED BUDGET 2023-2024		ACTIVITY THIS MONTH 2023-2024		ACTIVITY YEAR TO DATE 2023-2024	YTD AS % OF BUDGET		PRIOR YEAR ACTIVITY TO DATE
REVENUE BOND DEBT SERVICE FUND								
Unencumbered Cash Rollforward:								
Balance Forward	$	1,470,207			$	1,470,207		$	1,730,697
TOTAL REVENUE		1,383,600	$	654		1,417,919	102%		1,359,362
TOTAL EXPENSES		1,706,650		106,150		1,705,498	100%		1,570,648
Encumbrances & Other Activity						-			-
Ending Balance					$	1,182,628		$	1,519,411
INDUSTRIAL TRAINING CENTER (ITC) REPAIR AND REPLACEMENT RESERVE FUNDS								
Unencumbered Cash Rollforward:								
Balance Forward	$	429,760			$	429,760		$	296,501
TOTAL REVENUE		-	$	12,498		124,984	100%		124,984
TOTAL EXPENSES		250,000		-		10,040	4%		2,582
Encumbrances & Other Activity						-			(14,138)
Ending Balance					$	544,704		$	404,764
CAPITAL OUTLAY								
Unencumbered Cash Rollforward:								
Balance Forward	$	8,942,696			$	8,942,696		$	6,930,271
TOTAL REVENUE		7,987,798	$	57,563		5,253,156	66%		4,531,818
TOTAL EXPENSES		7,303,500		967,284		2,278,532	31%		933,364
Encumbrances & Other Activity						(4,009,729)			(3,915,275)
Ending Balance					$	7,907,591		$	6,613,449
CAMPUS DEVELOPMENT FUND								
Unencumbered Cash Rollforward:								
Balance Forward	$	1,422,099			$	1,422,099		$	1,541,591
TOTAL REVENUE		824,160	$	392		850,751	103%		815,724
TOTAL EXPENSES		750,000		15,464		218,097	29%		103,028
Encumbrances & Other Activity						(269,718)			(169,469)
Ending Balance					$	1,785,035		$	2,084,818
PHASE 3 FACILITIES MASTER PLAN								
Unencumbered Cash Rollforward:								
Balance Forward	$	2,505,055			$	2,505,055		$	3,352,596
TOTAL REVENUE		-	$	-		-	0%		172,433
TOTAL EXPENSES		6,322,092		584,740		4,702,294	74%		278,065
Encumbrances & Other Activity						2,861,483			(560,617)
Ending Balance					$	664,245		$	2,686,348
ALL OTHER FUNDS								
Unencumbered Cash Rollforward:								
Balance Forward	$	1,692,289			$	1,692,289		$	4,894,423
TOTAL REVENUE		19,175,858	$	2,350,779		31,441,533	164%		22,889,340
TOTAL EXPENSES		13,039,174		1,791,031		28,452,671	218%		22,617,706
Encumbrances & Other Activity						(5,216,129)			(2,369,251)
Ending Balance					$	(534,977)		$	2,796,807
GRAND TOTAL ALL FUNDS								
Unencumbered Cash Rollforward:								
Balance Forward	$	145,584,107			$	145,584,107		$	145,168,117
TOTAL REVENUE		235,897,452	$	4,384,715		189,707,100	80%		171,044,474
TOTAL EXPENSES		240,082,004		20,325,991		202,821,705	84%		193,765,348
Encumbrances & Other Activity						1,629,199			(3,575,062)
Ending Balance					$	134,098,702		$	118,872,180

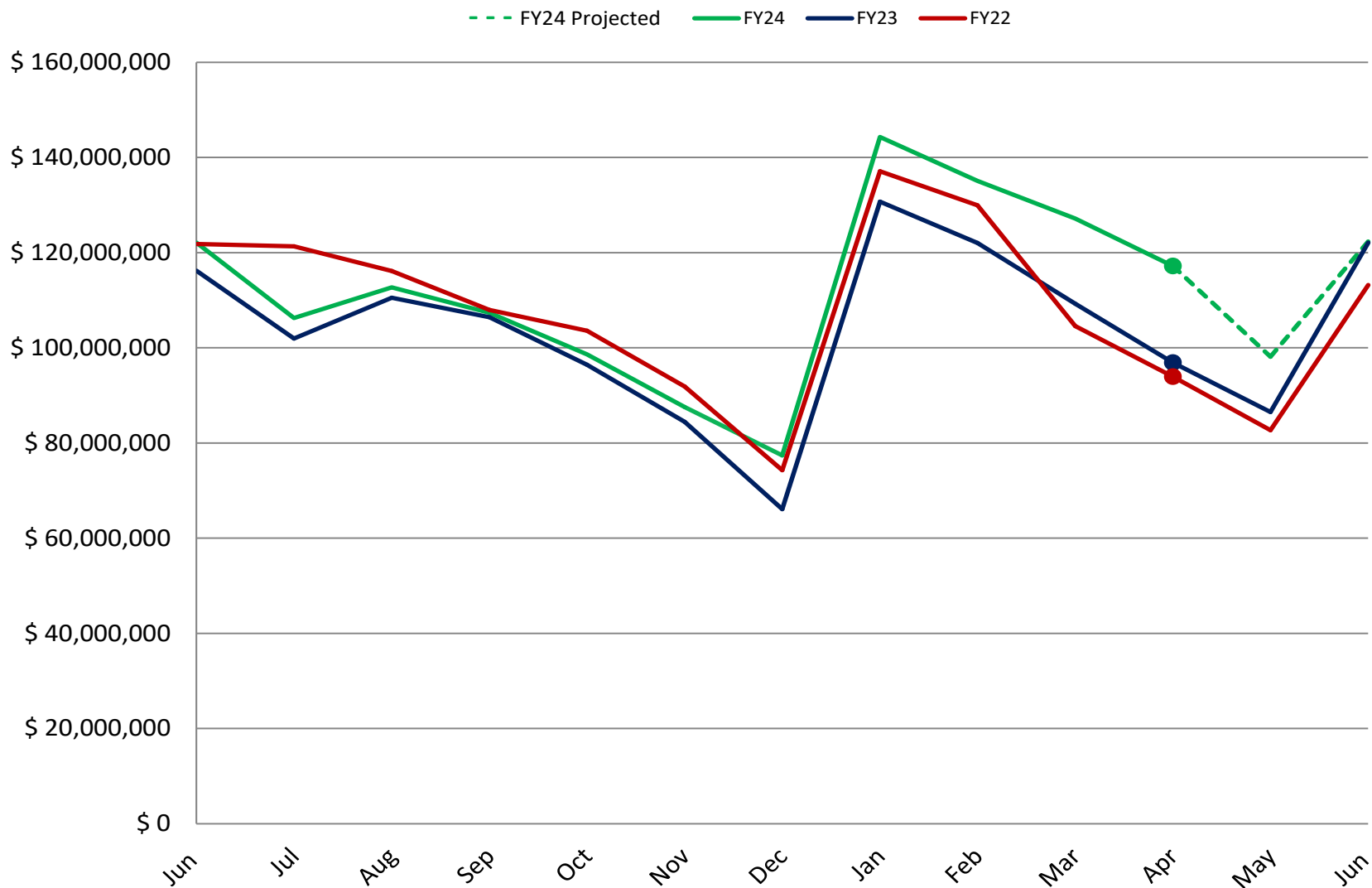
JOHNSON COUNTY COMMUNITY COLLEGE

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
INVESTMENTS

DESCRIPTION	DATE PURCHASED	DATE OF CALL/MATURITY	YIELD RATE	MATURED THIS MONTH	CURRENT INVESTMENTS
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 BILLS	04/30/24	05/09/24	4.97%		$ 3,923,000
US TREASURY NOTES	06/06/22	05/15/24	2.53%		3,150,000
US TREASURY BILLS	03/15/24	05/17/24	4.98%		2,402,000
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 BILLS	02/29/24	10/31/24	4.68%		1,467,000
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	04/04/24	04/15/24	2.63%		3,061,000
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					164,416,038
Municipal Investment Pool: (MIP) Daily Rate	04/01/24	04/30/24	4.02%		15,039
GRAND TOTAL					$ 164,431,076

JOHNSON COUNTY COMMUNITY COLLEGE
TREASURER'S REPORT
APRIL 30, 2024
83.3% OF FISCAL YEAR EXPIRED
CASH AND POOLED INVESTMENT ANALYSIS

FUND	BOOK BALANCE	OUTSTANDING COMMITMENTS	UNENCUMBERED BALANCE	PRIOR YEAR UNENCUMBERED BALANCE
General & PTE Funds	$ 136,225,459	$ 19,049,409	$ 117,176,050	$ 96,869,226
Adult Supplementary Education Fund	1,655,416	903,180	752,236	1,023,264
Student Activity Fund	1,125,952	60,991	1,064,961	1,199,423
Motorcycle Driver Safety Fund	1,343,042	3,084	1,339,958	1,253,573
Truck Driver Training Fund	1,566,822	627,087	939,735	1,284,213
Auxiliary Enterprise Funds	17,531	306,953	(289,422)	(45,633)
Revenue Bond Debt Service Fund	1,322,895	140,267	1,182,628	1,519,411
COM & ITC Repair and Replacement Reserve Funds	544,704	-	544,704	404,764
Capital Outlay Funds	12,988,077	5,080,486	7,907,591	6,613,449
Campus Development Fund	2,128,302	343,266	1,785,035	2,084,818
Phase 3 Facilities Master Plan	1,864,416	1,200,171	664,245	2,686,348
Special Assessments Fund	1,621,029	55,071	1,565,958	1,182,518
All Other Funds	9,444,899	9,979,875	(534,977)	2,796,807
TOTAL	$ 171,848,543	$ 37,749,841	$ 134,098,702	$ 118,872,180

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 April, the ending balances were approximately $117.2 million for 2024, $96.9 million for 2023, and $93.9 million for 2022. The estimated fiscal year 2024 ending balance is $122.3 million.

	ACTIVITY YEAR TO DATE APRIL 30, 2024	PRIOR YEAR ACTIVITY TO DATE	$ CHANGE	CHANGE %
FOUNDATION				
Contribution Income	$ 2,065,233	$ 4,749,141		
Event Revenue	620,930	370,834		
Investment Income	4,444,692	2,382,690		
Other Revenue	74,769	45,864		
TOTAL REVENUE	$ 7,205,624	$ 7,548,528	$ (342,904)	(4.5) %
Student Assistance	$ 765,635	$ 777,153		
Program Support	381,851	601,812		
Project Support	546,795	2,535		
Campus Support	64,238	67,084		
Programming Expenses	387,312	611,302		
General & Administrative Expenses	445,597	356,295		
TOTAL EXPENSES	$ 2,591,428	$ 2,416,181	$ 175,247	7.3 %
Balance Forward	$ 45,955,637	$ 41,036,734		
Revenues Over Expenses	4,614,196	5,132,347		
Ending Balance	$ 50,569,833	$ 46,169,081	$ 4,400,752	9.5 %

STUDENT SUCCESS COMMITTEE
June 5, 2024

AFFILITATION, ARTICULATION AND REVERSE TRANSFER, COOPERATIVE AND OTHER
AGREEMENTS

REPORT:

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

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

Organization/ Individual	Program(s)	Credit/CE	New/Renewal and Term	Financial Impact/ Additional Information
Girl Scouts KSMO	Youth Enrichment	CE	New	There will be no financial impact to the college but rather financial gain with the implementation of Girl Scout Youth classes at JCCC advertised to the Girl Scouts of Eastern KS and Western MO.
Shawnee Mission School District	Career Ready	Credit	New, beginning 2024-2025	Cooperative Agreement: The college and school district will begin an MOU agreement establishing a Career Ready Partnership primarily serving high school juniors and seniors from the School District ("Program"). This Program will provide concurrent enrollment for academic college credit courses for

| | | | | students attending approved College Courses.

The Program will allow students the opportunity to simultaneously earn both high school credits and JCCC college credits. Transferability of JCCC course credits will depend on the courses taken and the requirements of the receiving higher education institution. This Program is designed to prepare high school students for successful careers and future educational opportunities by fully integrating high school, college, and career preparation and by encouraging high school and college completion rates.

Financial impact to the College: The students will be paying tuition for their enrollment in Career Ready programs, depending on if the courses are designated Excel in CTE. |
|---|---|---|---|---|
| Baldwin City School District, USD 348

Blue Valley School District, USD 229

De Soto School District, USD 232

Eudora School District, USD 491 | College Now | Credit | Renewal for 2024-2025 | Renewal of the combined Concurrent Enrollment Partnership (CEP) / Excel in CTE Initiative (formerly known as Senate Bill 155) Agreements for the Academic Year.

Eligible high school students qualify for state-funded college tuition when enrolled in approved tiered technical courses receiving Excel in |

Gardner Edgerton School District, USD 231 Lawrence School District, USD 497 Maranatha Christian Academy Olathe School District, USD 233 St. James Academy St. Thomas Aquinas High School Shawnee Mission School District, USD 512 Spring Hill School District, USD 230 Southland Academy The Archdiocese of Kansas City in Kansas, Bishop Miege High School, USD 029				CTE Initiative funding and are included as part of JCCC's College Now program. Financial impact: The college reimburses school districts based on semester credit hour production generated by concurrent enrollment or Excel in CTE tuition reimbursement provided by the State of Kansas.
De Soto School District, USD 232	Community Outreach –	Credit	Renewal for 2024-2025	Renewal of the Facility Use Agreements for the Academic Year.

| Lawrence Public Schools, USD 497, College and Career Center

Olathe Public Schools, USD 233

The Dwayne Peaslee Technical Training Center	Credit Instruction			Financial Impact: The college reimburses each facility for room usage based on the individual terms of the agreement.

RECOMMENDATION:

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

_____
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

June 6, 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 June 20, 2024 board Packet includes the detailed individual disbursement information.

Date	Control Number		Amount
Accounts Payable Disbursements			
4/30/2024	J0221174	P-Card ACH	42,703.58
5/03/2024	00719976 - 00720110	AP	677,599.56
5/03/2024	!0048676 - !0048767	ACH	682,680.12
5/10/2024	00720111 - 00720226	AP	438,875.18
5/10/2024	!0048768 - !0048850	ACH	318,489.63
5/10/2024	J0221245	P-Card ACH	187,546.43
5/13/2024	W0000255	Wire	1,702,046.12
5/17/2024	00720227 - 00720320	AP	223,220.41
5/17/2024	!0048851 - !0048915	ACH	698,029.53
5/17/2024	J0221304	P-Card ACH	83,284.20
5/22/2024	W0000256	Wire	5,860.00
5/23/2024	W0000257	Wire	11,000.00
5/24/2024	00720321-00720435	AP	212,863.15
5/24/2024	!0048916-0048972	ACH	1,331,285.36
5/24/2024	J0221379	P-Card ACH	148,610.24
5/31/2024	00720436 - 00720483	AP	326,366.93
5/31/2024	!0048973 - !0049006	ACH	265,410.17
5/31/2024	J0221427	P-Card ACH	160,724.59
			$7,516,595.20

Tuition Refunds and Financial Aid Disbursements

5/03/2024	10194375 - 10194389	12,700.68
5/10/2024	10194390 - 10194408	21,253.48
5/17/2024	10194409 - 10194444	8,511.00
5/29/2024	10194445 - 10194458	14,375.49
5/31/2024	10194459 - 10194466	3,572.72
04/27/2024-05/31	Refund ACH	99,385.55
		$159,798.92
Total Cash Disbursements		$7,676,394.12

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees ratify the total cash disbursements as listed above and as contained in the supplement, for the total amount of $7,676,394.12.

_____
Janelle Vogler
Vice President and Chief Financial Officer

_____
Rachel Lierz
Executive Vice President
Finance & Administrative Services

_____
Judy Korb
Interim President

June 20, 2024

CURRICULUM

REPORT:

New Courses, Effective Academic Year 2025-2026
- ELEC 160   Semiconductor Devices I
- ELEC 260   Semiconductor Devices II
- IT 119   CompTIA A+ Core 1

Course Modification, Effective Academic Year 2025-2026
- HIST 162   Modern Latin America

Course Deactivations, Effective Academic Year 2025-2026
- ELEC 186   CompTIA A+ Core 1
- ELEC 236   Semiconductor Devices

Program Modifications, Effective Academic Year 2025-2026
- 2330-AAS: Information Technology – Networking
- 2060-AAS: Computer Support Specialist
- 2690-AAS: Electronics Technology
- 6220-CERT: Electronics Technology Certificate
- 6610-CERT : Computer Support Specialist A+ Certificate
- 6620-CERT : Computer Support Specialist Networking+/Security+ Certificate

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

_____
Gurbhushan Singh
Vice President Academic Affairs/CAO

_____
Judy Korb
Interim President & CEO

June 20, 2024

GRANTS, CONTRACTS AND AWARDS

REPORT:

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

1. Action Grant
   Funding Agency: National Endowment for the Humanities / Humanities Kansas
   Purpose: To host a three-part Godzilla film screening series, featuring question-and-answer sessions with Dr. William Tsutsui, the renowned scholar of Godzilla cinema, in September 2024.
   Duration: June 13, 2024 – June 12, 2025
   Grant Administrator: Andrea Thimesch
   Amount Funded: $3,500
   JCCC Match: $4,485
   Applicant: JCCC

2. Envision Equity Grant
   Funding Agency: National Education Association Foundation
   Purpose: To support student voter outreach events during the Fall 2024 semester leading up to Election Day.
   Duration: April 22, 2024 – April 22, 2025
   Grant Administrator: Andrea Vieux
   Amount Funded: $3,400
   JCCC Match: - 0 -
   Applicant: JCCC

3. Lumina Foundation Grant
   Funding Agency: Lumina Foundation
   Purpose: For the National Higher Education Benchmarking Institute to conduct outreach to Tribal Colleges & Universities (TCUs) across the country to learn about their institutions' specific data collection needs.
   Duration: May 21, 2024 – April 30, 2025
   Grant Administrator: Jacque Eidson

Amount Funded: $72,000
JCCC Match: -0-
Applicant: JCCC

4. Small Business Development Center – SBA and KDC 2024 – *additional funding*
   Funding Agency: Small Business Administration
   Purpose: Additional federal funding to provide training to small businesses on the following topics: Financial Literacy, Marketing, and Artificial Intelligence implementation.
   Duration: June 4, 2024 – December 31, 2024
   Grant Administrator: Susie Pryor
   Amount Funded: $15,000 (JCCC subaward amount)
   JCCC Match: - 0 -
   Applicant: Kansas Small Business Development Center Lead Center – Fort Hays State University

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

1. Carl Perkins Program Improvement Grant FY25
   Funding Agency: U.S. Department of Education / Kansas Board of Regents
   Purpose: To develop more fully the academic, career and technical skills of students enrolled in career and technical education programs.
   Duration: July 1, 2024 – June 30, 2025
   Grant Administrator: Shelia Mauppin
   Amount Requested: $528,932
   JCCC Match: - 0 -
   Applicant: JCCC

2. Metallica Scholars Initiative
   Funding Agency: All Within My Hands Foundation / American Association of Community Colleges
   Purpose: To provide scholarships for women to enroll in the Commercial Driver's License program and economically disadvantaged students in the soon-to-be-launched WDCE Diesel Technician program.
   Duration: July 1, 2024 – June 30, 2025
   Grant Administrator: Jessica Johnson
   Amount Requested: $75,000
   JCCC Match: - 0 -
   Applicant: JCCC

3. Improving Undergraduate STEM Education: Computing in Undergraduate Education
   Funding Agency: National Science Foundation
   Purpose: To develop, pilot, and assess equivalent learning activities in CS 134, CS 205, and CS 255.
   Duration: June 1, 2025 – June 30, 2030
   Grant Administrator: Perla Weaver
   Amount Requested: $41,527
   JCCC Match: - 0 -
   Applicant: Kansas State University

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the acceptance of these grants and authorize expenditure of funds in accordance with the terms of the grants.

Katherine B. Allen
Vice President
College Advancement & Government Affairs

Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

June 20, 2024

TRANSFER TO JCCC FOUNDATION TRIBUTE FUND

REPORT:

Stacy Boline, Anna Milewska and Georgia Deming 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. Boline's funds, Ms.
Milewska's funds and Ms. Deming'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 $450 from the general fund to the JCCC Foundation student
scholarship fund in honor of Stacy Boline, Anna Milewska and Georgia Deming.**

_____
Katherine B. Allen
Vice President
College Advancement & Government Affairs

_____
Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

June 20, 2024

HUMAN RESOURCES

1. Retirements

   WILLIAM ASHBURN, Computer Lab Assistant, Information Services, June 30, 2024.

   ANNA MILEWSKA, Senior Buyer Bookstore. Finance & Administrative Services, July 5, 2024.

   GEORGIA DEMING, ESL Program Manager, Workforce Development & Continuing Education, Aug 1, 2024.

   RECOMMENDATION:

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

2. Separations

   ELIZABETH KLEVE, Production Manager, Academic Affairs, May 24, 2024.

   MATTHEW MEINHOLZ, Assistant Men's Basketball Coach, Student Success & Engagement, May 17, 2024.

   MARYLOU SMITH, Executive Assistant, Student Success & Engagement, June 3, 2024.

   KIMBERLY SIMMONS, Assistant Professor Construction Management, Academic Affairs, May 17, 2024.

   LORI CARLSON, Associate Professor Dental Hygiene, Academic Affairs, May 31, 2024.

   KELSEY ARNOLD, Career Development Coach, Student Success & Engagement, May 23, 2024.

   ADAM GRAHAM, Lab Coordinator Chemistry, Academic Affairs, July 31, 2024.

MICKEL FOSTER, Lab Instructor Fire Science, Academic Affairs, June 20, 2024.

DESHAWN BAILEY, Assistant Professor Cosmetology Academic Affairs, June 20, 2024.

BRETT HORTON, Assistant Professor Hospitality Management, Academic Affairs, June 20,2024.

RECOMMENDATION:

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

3. Contract Non-renewals

Shannon Lueker	RR Welding Trainer
Tyler Mangels	RR Welding Trainer
Leavon Thomas	RR Welding Trainer
Darrell Wapp	RR Welding Trainer
Wendell Smith	Automotive Trainer
John Pollock	Assistant Professor, RR Electronics

RECOMMENDATION:

It is the recommendation of the college administration that the Board of Trustees approve the above-listed contract non-renewals.

_____
Christina McGee
Vice President, Human Resources

_____
Judy Korb
Interim President

JOHNSON COUNTY COMMUNITY COLLEGE
OFFICE OF THE PRESIDENT

June 20, 2024

HUMAN RESOURCES ADDENDUM

1. Separation

    JULIE LOMBARD-WILLIAMSON, Sr Buyer Information Services, Finance & Administrative Services,
    June 21, 2024.

    RECOMMENDATION:

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

    _____
    Christina McGee
    Vice President, Human Resources

    _____
    Judy Korb
    Interim President

REPORT: The Board/Administration negotiations team recommends Board ratification of the substantive negotiated changes to the Master Agreement between the Board of Trustees and the Faculty Association as set forth in the Term Sheet below.

June 20, 2024

Term Sheet
Master Agreement between Johnson County Community College
Board of Trustees and JCCC Faculty Association
July 1, 2024 – June 30, 2027

MA Reference	Pertains to:	Substantive Change
Evaluations Art. VI, §	Probationary Faculty Evaluations	Modify language to align with Kansas statute for probationary faculty evaluations in Years 1 through 3.
Workload Art. X, §	Outside Professional Activities	Modify language to clarify Bargaining Unit Members' obligations regarding outside professional activities.
Salaries, Art. XII, §	Compensation for all bargaining unit members	Bargaining Unit Members shall be placed on a newly adopted salary schedule, which consists of 31 salary ranges across five-degree levels for each of 9-month, 10-month and 12-month faculty. The placement on the new salary schedule from the current 25-range salary schedule will be accomplished by moving each Bargaining Unit member into the salary range that is aligned with their years of experience and degree level for FY 2024-2025. The Bargaining Unit Members years of experience will be determined by the Human Resources Department's records. No Bargaining Unit Member's salary shall be decreased if placement on the new salary schedule is less than their current base salary for contract years 2024-25, 2025-26 and 2026-27. Bargaining Unit Members who complete an advanced degree during the contract years 2024-25, 2025-26, and 2026-27 will receive a change in placement on the Instructional Salary Schedule. Their current salary will be adjusted to the corresponding salary on the newly adopted Instructional Salary Schedule, based on years of experience and the new degree obtained. There will be no salary caps on this adjustment. The change will take effect at the beginning of the fiscal year following the completion of the degree. New hires during the contract years 2024-25, 2025-26, and 2026-27 will be placed on the Instructional Salary Schedule based on credited years of experience, degree obtained, and contract length. There will be no salary caps on new hires. Once all Bargaining Unit Members have been placed on the new salary schedule, effective July 1, 2024, the following conditions will apply for the Bargaining Unit contract years 2024-25, 2025-26 and 2026-27. *Continued on pg. 2*

		- For the year 2024-2025:
		  - Increase salary schedule amounts by 1.5%.
		  - Bargaining Unit Members' salary increase will be capped at 6% when moved to the new 2024-2025 salary schedule.
		  - Bargaining Unit Members who will <u>not</u> receive at least a $2,000 salary increase when moved to the new salary schedule will receive a one-time stipend of up to $2,000.
		- For the year 2025-2026:
		  - Increase salary schedule amounts by 1.5%.
		  - All Bargaining Unit Members will move up one salary range.
		  - Bargaining Unit Members' salary increase will be capped at 6% when moved to the 2025-2026 salary schedule.
		  - One-time stipends will <u>not</u> be distributed to Bargaining Unit Members.
		- For the year 2026-2027:
		  - Increase salary schedule amounts by 1.75%.
		  - All Bargaining Unit Members will move up one salary range.
		  - Bargaining Unit Members' salary increases will not be capped when move to the 2026-2027 salary schedule.
		  - One-time stipends will <u>not</u> be distributed to Bargaining Unit Members.
		
		Supplemental Contracts for overload, summer and Winterim assignments, beginning with the Fall 2024 semester, will increase as follows: 5%, 4.5%, and 4.5% for contract years 2024-25, 2025-26 and 2026-27 respectively. Chair stipends will increase by the same percentages for each of the contract years.
		
		Bargaining unit members will not automatically move up by one salary range after the 2026-2027 contract year. Upward movement on the salary schedule must be negotiated for the following contracted year.

Salaries, Art. XII, §	Placement of New Hires on Salary Schedule	Remove the table that aligns the range with the newly hired Bargaining Unit members' years of experience at the time of hire.
Senior Scholar Designation Art. XIV, §	Senior Scholar Eligibility	Remove language referencing "nearing retirement" and "who are within two years of otherwise meeting the criteria for full retirement under KPERS."
Emeritus Faculty Art. XVII, §	Emeritus Faculty Technology and Communication Access	Update the language to clarify access to, termination, and reinstatement of college technology and communication systems for Emeritus Faculty.
Duration, XXI	Length of Contract	The contract length will be three years, from July 1, 2024 through June 30, 2027

RECOMMENDATION: It is the recommendation of the College administration that the Board of Trustees accept and ratify the modifications/substantive changes to the terms of the Master Agreement between the Board of Trustees and the Faculty Association for a term period of July 1, 2024 to June 30, 2027, as negotiated and as presented above.