

# KANSAS CITY KANSAS COMMUNITY COLLEGE



Recruit/Enroll/Retain/Goal Attainment \* Institutional Vibe \* Communication \* Person-to-Person Services

## KANSAS CITY KANSAS COMMUNITY COLLEGE Board of Trustees Meeting AGENDA July 17, 2018 – 9:00 AM

### Upper Jewell

1. Call to Order & Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Audience to Patrons and Petitioners
5. Recognition(s)
6. Board Committee Reports
7. Board Appointments and Designations for the 2018-2019 Academic Year
  - Naming of Official College Newspaper (Currently Wyandotte Echo)
  - Appointment of Freedom of Information Officer (Peter Gabriel, Interim CIO?)
  - Board Committee Assignments for 2018-2019 ([attachment](#))
8. Consent Agenda:
  - (Item #A) Approval of Minutes of the June 19, 2018 Meeting
  - (Item #B) Approval of Recommendations for payment
  - (Item #C) Approval Personnel Items (H.R.)
  - (Item #D) Salary Adjustments ([attachment](#))
  - (Item # E) Authorization to Publish 2018-2019 Budget ([attachment](#))
  - (Item #F) Kincaid Bus Agreement – Athletic Travel (Ongoing services)
9. Student Senate – Aliyah Shaw, President
10. President's Report – Dr. Greg Mosier
11. Marketing & Community Outreach Report – Ms. Tami Bartunek

12. **VP-Academic Affairs Report** – Interim VP, Dr. Ed Kremer

13. **VP-Student Affairs Report** – Dr. Delfi Wilson

14. **Information Services Report** – Interim CIO, Mr. Peter Gabriel

15. **Human Resources Officer Report** – Ms. Christina McGee

16. **Finance & Administrative Services Report** – Mr. Mike Beach

17. **Unfinished Business**

- Confirm Board of Trustees Calendar – meeting dates/times for 2018-2019 (Currently third Tuesday of each month at 9:00 a.m., (August Budget Publishing & November Thanksgiving date necessitate moving each meeting up one week)
- Approval of renewal of College insurance as presented by Mr. John Bovard at the June 19<sup>th</sup> Board of Trustees meeting.

18. **New Business**

- Master Transportation Lease Renewal (Mike Beach)
- Pauly Group Contract for Services in VP-AA Search (**attachment**)

19. **Executive Session(s)**

- To discuss non-elected personnel matters with College attorney to protect the privacy interests of the individual(s) to be discussed.

20. **Adjournment**

## Board Committee Assignments 2018-2019

### Officers of the Board

Chairperson	Rosalyn Brown
Vice-Chairperson	Ray Daniels
Secretary	Greg Mosier
Treasurer	Mike Beach
Representing Law Firm	McAnany, VanCleave & Phillips
Freedom of Information Officer	Peter Gabriel
Official College Newspaper	Wyandotte Echo

### Board of Trustees Assignments

Board Policies Committee	Dr. Ray Daniels, Chairperson Donald Ash Linda Sutton
Board Audit, Finance & Facilities Committee	Tyrone Garner – Chairperson Ray Daniels Evelyn Criswell
Community Engagement	Janice McIntyre – Chairperson Tyrone Garner Linda Sutton

### Representatives to College Committees 2017-2018

Executive Committee of the Foundation	Evelyn Criswell Rosalyn Brown
College Senate	Ray Daniels
Child Care Taskforce	Janice McIntyre Tyrone Garner ?

### Delegates 2018-2019

ACCT + Alternate	Donald Ash
KACCT + Alternate	Donald Ash

**KANSAS CITY KANSAS COMMUNITY COLLEGE  
BANK DEPOSITORIES  
FY2019**

**SECURITY BANK**

GENERAL FUND  
TEC FUND  
STUDENT UNION REVENUE FUND

**COUNTRY CLUB BANK**

ADULT & CONTINUING EDUCATION FUND  
INCIDENTAL FUND

**BROTHERHOOD BANK OF LABOR**

BOARD SCHOLARSHIP  
FEDERAL PROGRAM FUNDS  
CAPITAL OUTLAY FUND

**LIBERTY BANK & TRUST**

GENERAL FUND

**UMB BANK**

PAYROLL FUND

**Kansas City Kansas Community College  
Minutes of the Board of Trustees Meeting  
June 19, 2018**

**CONSENT AGENDA - # A.**  
**Meeting Minutes**

Upper Level Jewell

- 1) **Call to Order and Pledge of Allegiance:** The June meeting of the Board of Trustees was called to order at 9:00 a.m. by Board Chair Rosalyn Brown. The Pledge of Allegiance was led by new KCKCC President, Dr. Greg Mosier.
- 2) **Roll Call:** Indicated the following present, Trustees: Rosalyn Brown, Evelyn Criswell, Ray Daniels, Tyrone Garner, Janice McIntyre, and Linda H. Sutton. Trustee Ash was unable to attend.
- 3) **Approval of Agenda:** Chair Brown called for approval of the Agenda, with Amendments. Trustee Sutton moved to approve and Trustee McIntyre seconded. The **Motion Carried.**
- 4) **Audience to Patrons and Petitioners:**
  - Mr. John Bovard, President and CEO of Bovard Insurance Group, gave a brief overview of the College insurance renewal. Mr. Bovard stated that the renewal would be \$1,000 less than the 2017 rate. Mr. Bovard also stated that Bovard Insurance had been part of KCKCC for 10+ years. The renewal of the Insurance will need approval at the July, 17 meeting of the Board of Trustees.
  - Mr. Murrell Bland, Executive Director of Business West, announced that the recent establishment of a not-for-profit corporation, Business West Endowment Foundation, would provide scholarship funds for KCKCC students. Mr. Bland requested that the College make a commitment to hold the line on property taxes, as part of the College's budget, for the coming year.  
Chair Brown thanked both Mr. Bovard and Mr. Bland for addressing the Board.
- 5) **Recognitions:**
  - The Board recognized Shazia Saddiqua and Christopher Day, Research Assistants at KCKCC, as being recipients of the KBOR Data Quality Award at the Data and Planning Conference in Topeka on June 6.
  - Dr. Mosier read the recognition letters for Dave Wheatman and Christopher, both TEC instructors, for their Innovative Technology Internship Grants.
- 6) **Board Committee Reports:** In the absence of Trustee Ash, Chair Brown reported on the June 1 & 2 KACCT/COP Quarterly meeting held at TEC. Chair Brown stated the attendance was good and the program included legislative updates along with a, well-received, presentation by Dr. Brian Davidson.
- 7) **Consent Agenda:** Chair Brown called for approval of the Consent Agenda, items # A – D. Trustee Daniels moved to approve the Consent Agenda A-C but stated he wanted to pull approval of item # D, Procurement Procedure, until further discussion. Trustee Garner seconded and the **Motion Carried.**

- 8) **Student Senate Report:** Student Senate reports will resume in July.
- 9) **President's Report:** Dr. Greg Mosier gave his first report stating that this was his second week as KCKCC President and that he is "happy to be here." He reported meeting with faculty and staff. Dr. Mosier reported on attending the Degree in 3 Memorandum of Understanding Signing Ceremony on June 12 at BEST Conference Center on the KU Edwards Campus. The MOU is a partnership among K-12, community colleges and KU Edwards Early College Pathway Program. Hearing no further questions or comments, Trustee Daniels moved to approve the President's Report and Trustee Sutton seconded. The Motion Carried.
- 10) **Community Outreach and Marketing Report:** Ms. Tami Bartunek reported on the launch of two radio stations that would carry enrollment information for KCKCC. Ms. Bartunek reported on the demographics the stations reach and that KCKCC will also receive bonus airtime of 200 mentions. Trustee Criswell stated that she will be interested in hearing statistics associated with enrollment and marketing. Hearing no further questions or comments, Trustee Criswell moved to approve the report and Trustee McIntyre seconded. The Motion Carried.
- 11) **Vice-President for Academic Affairs:** Dr. Ed Kremer introduced Barbara Clark-Evans, Director of the Intercultural Center, Marquis Harris, Coordinator, and Shai Perry, Art Gallery Assistant, presented an update on the Center. Marquis Harris presented a power point on the variety of events that take place in the Center and the many diverse cultures it represents. Trustee Daniels asked who helps with planning the events. Mr. Harris stated that the events include those students from varied cultures who assist with events pertaining to their particular countries. Trustee Garner asked about grant funds to assist in the Center. Mr. Harris stated that K-State partners with USD 500, in assisting with a joint grant. Hearing no further questions or comments, Trustee Sutton moved to approve the report and Trustee McIntyre seconded. The Motion Carried.
- 12) **Vice-President of Student Affairs Report:** In the absence of Dr. Delfi Wilson, Dr. Shawn Derritt presented the Student Affairs Report. Dr. Derritt reported that summer enrollment is up...credit hours are up as well as applications. Dr. Derritt stated they are hopeful to see an increase in fall enrollment. Dr. Derritt reported on the reason for the change from Student Services to Student Advising and Support Services. Dr. Derritt reported that the new title seemed to be more inclusive for all students. He also reported there is a learning specialist for those students who may need assistance. Dr. Derritt reported that F.B.O.E. had seven graduates, thanks in part to the guidance of program director, Roger Suggs and the TRIO program, under the direction of Mr. Michael Cozart, had twenty-two graduates. Trustee Daniels stated that he appreciated Student Advising and Support Services reaching out to students in need. Tina Church Lewandowski reported that Mary Dorr and her staff are very often present in the area high schools assisting students with their enrollment.

- 13) **Chief Information Officer Report:** Mr. Peter Gabriel presented an update on IT services stating that they had finished all the hardware replacement for computers. He reported that this was the first small step in replacing all the old desktop computers, which is about 30% of all the computers on campus. Mr. Gabriel gave an update on the webpage, per Trustee Garner's request, and stated that the Beta site will be up and in place for November 1<sup>st</sup>. Hearing no further questions or comments, Trustee Daniels moved to approve the report and Trustee Garner seconded. The **Motion Carried.**
- 14) **Human Resources Report-** In the absence of Christina McGee, Human Resource Officer, giving an oral report, it is included in Board Effect for review.
- 15) **Finance & Administrative Services Report –** CFO, Mr. Mike Beach reported on the following:
- Budget Workshops were productive
  - Insurance renewal is July 1<sup>st</sup> and the amount will be on the Consent Agenda
  - Regarding the bus lease, for three-25 passenger buses from Kincaid Bus Company, could be a risk.
  - Building & Grounds are making strides in completing the bridge over the pond.
  - The Auditor Engagement Letter will need approval under New Business
  - The Veterans' Center is underway
  - Flag poles have been moved next to the front entrance of the Jewell Building.
  - New carpet installed in Upper Jewell
  - Learning Commons elevator is nearly complete
  - Campus Police continue to do a great job of monitoring the campuses
  - TEC air condition units have been updated
- Trustee Garner commented on the improvements being made throughout campus, without a tax increase, but asked to keep in mind public safety for guests, personnel and students.
- Mr. Beach reported that Trustees will need to do a final approval of the parking lot upgrade.
- 16) **Unfinished Business:** No Unfinished Business for discussion.
- 17) **New Business:**
- Chair Brown asked for a motion to approve the Resolution changing the bank signatories for FY 2018-19. Trustee Daniels moved to approve and Trustee Garner seconded. **Motion Carried.** Trustee Criswell asked that the banks be checked to make sure they were all in Wyandotte County.
  - Chair Brown asked for a motion to approve the Engagement Audit Letter with Novak Birks, CPA. Trustee Daniels moved to approve and Trustee Criswell seconded. **Motion Carried.** Trustee Daniels asked if there had been a significant change in the letter from previous years. Mr. Bill Miller responded, "No, that due to tough regulations, it was pretty standard each year."

- Chair Brown opened discussion regarding the times for the 2018-2019 Board of Trustee meetings. Holding meetings on the third Tuesday of each month seemed to work well for the Trustees but the request was made to check with other outside entities to see if that day conflicted. The time of the meeting was discussed among the Trustees with some wanting a meeting later in the day and others holding on to the morning meetings. An oral survey of a few of the Board members indicated the following:

<p><b>Criswell</b> – preferred later in the day, possibly 5 or 6:00 p.m., accommodating community attendance</p> <p><b>Sutton</b> - preferred maintaining the current time of 9:00 suggesting it seems better for students.</p> <p><b>McIntyre</b> – preferred later in the day</p> <p><b>Garner</b> - preferred later in the day, agreeing with Trustee Criswell</p>
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Trustee Daniels suggested checking with other groups to get their input. Chair Brown suggested this subject be tabled until the July meeting. Trustee Criswell suggested the information, as to when other groups meet, be included in the Board Packets (Board Effect). It was decided that the July meeting still take place on the third Tuesday, July 17<sup>th</sup> at 9:00 a.m. in Upper Jewell until a final time decision is made.

- 18) **Executive Session:** As there was no Executive Session, approval of the Purchasing and Procurement procedure, tabled earlier during Consent Agenda, needed further discussion. Trustee Daniels asked Greg Goheen if there was a policy or procedure in place regarding Procurement. Dr. Mosier stated that contracts should be approved at the Cabinet level. Trustee Criswell asked if the contracts of minority or women owned business would be considered first. Trustee Daniels suggested that the Policy Committee work with legal counsel for proper wording of the final policy/procedure. Trustee Criswell stated that the language does not need to be specific. Trustee Daniels suggested that the Purchasing and Procurement procedure be approved *as is* but it would be necessary to come back for the final wording. Trustee Daniels moved to approve the procedure, as is, and Trustee McIntyre seconded. The **Motion Carried.**
- 19) **Adjournment:** Chair Brown called for a motion to adjourn. Trustee Daniels moved to approve and Trustee McIntyre seconded.

The meeting of the Board of Trustees adjourned at: **10:33 A.M.**

ATTEST:

\_\_\_\_\_  
Chairperson, Rosalyn Brown

\_\_\_\_\_  
Secretary, Dr. Greg Mosier



# KANSAS CITY KANSAS COMMUNITY COLLEGE



Recruit/Enroll/Retain/Goal Attainment \* Institutional Vibe \* Communication \* Person-to-Person Services

## Recommendations for Payment July 17, 2018

### CONSENT AGENDA – Item # B.

1. Approval in the amount of \$23,929.04 to **Pay-LESS Office Products, Inc.** for furniture in Learning Commons and few various locations on campus. Requested by Mike Beach
2. Approval in the amount of \$22,254.70 to **Redshelf, Inc.** for books in the Campus Bookstore. Requested by Kasey Mayer.
3. Approval in the amount of \$22,947.00 to **Leavenworth Senior High School** classes. Requested by Marie Branstetter.
4. Approval in the amount of \$18,834.82 to **MVP Law**. This invoice #751453 includes the 1/12 of the annual flat fee of \$8666.66 + invoices 751454-751459 involving litigation. Requested by Mike Beach.
5. Approval in the amount of \$14,320.00 to **Apple Computing** for the replacement of new iPads, that are over 5 years old and no longer receive updates. Requested by Peter Gabriel, IT.
6. Approval in the amount of \$321,126.00 to **Ellucian** for licensing, maintenance and support of Colleague Systems. Requested by Peter Gabriel, IT.
7. Approval in the amount of \$47,500.00 to **Ellucian** for SAAS 5-yr. agreement, Premium User License Fee, and Standard user License Fee. Requested by Peter Gabriel IT.
8. Approval in the amount of \$14,902.35 to **Proquest-Alexander Street** for use in the Learning Commons for streaming of films for patrons. Requested by Peter Gabriel, IT.
9. Approval in the amount of \$16,655.00 to **Yellow Dog Networks** for Network services. Requested by Peter Gabriel, IT.
10. Approval in the amount of \$42,000.00 to **Pauly Group, Academic Search Consulting**, to launch and facilitate the search process for the Vice President for Academic Affairs ("Open Position).
11. June bills totaling \$1,756,558.00 includes May VISA bills of \$239,274.65.



## PERSONNEL ITEMS FOR APPROVAL

### Consent Agenda # C

### SEPARATIONS/INFORMATION

	ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
1.	Resignation	Shure Herr	Senior Database Administrator	Information Services	Chief Information Officer	07/05/2018
2.	Resignation	Mark Ruthenberg	Network Engineer	Information Services	Chief Information Officer	07/06/2018
3.	Resignation	Deborah Ross	PT Custodian	Buildings & Grounds	Chief Financial Officer	07/07/2018
4.	Resignation	Brooke Wilson	PT Lifeguard Wellness Staff	Wellness Center	Math, Science, & Business Technology	06/29/2018

### RECOMMENDATIONS/APPROVALS

	ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE	RATE OF PAY
1.	Reclassification	Michael Adams	Adult Education Motorcycle Instructor	Continuing Education	Heath Professions	07/01/2018	\$20.00 per hour
2.	Reclassification	Susan Anderson	Interim Director of Nursing	Nursing	Heath Professions	03/19/2018	\$74,970.00
3.	New Hire	Paul Barksdale	Part-Time Maintenance/ Painter	Buildings & Grounds	Chief Financial Officer	07/09/2018	\$11.26 per hour
4.	New Hire	Rebecca Gandara	Student Financial Aid Loan Specialist	Financial Aid	Vice President of Student Affairs	07/09/2018	\$16.83 per hour
5.	New Hire	Delores Pitchlyn	Technical Assistant- Student Advising Center	Student Advising Center	Vice President of Student Affairs	07/16/2018	\$14.47 per hour
6.	New Hire	Jose Cantu	Maintenance Worker- Facility Maintenance	Buildings & Grounds	Chief Financial Officer	07/25/2018	\$16.35 per hour

7.	New Hire	Jimmy Nguyen	Maintenance Worker- Facility Maintenance	Buildings & Grounds	Chief Financial Officer	07/25/2018	\$16.35 per hour
8.	New Hire	Elena Gann	Business Coach	Workforce Development	Dean of Technology &	06/21/2018	\$49,500.00
9.	New Hire	Maria De La Cruz	Part-time Custodian	Buildings & Grounds	Chief Financial Officer	06/25/2018	\$11.26 per hour
10.	New Hire	Sean Burkett	Employee Relations Manager	Human Resources	President	07/16/2018	\$62,000.00

Jul-18

**Salary Adjustments not related to Standard Cost of Living or other Institutional Adjustment**

<u>Incumbent Name</u>	<u>Job Title</u>	<u>Department</u>	<u>Current Salary</u>	<u>\$ Adjustment</u>	<u>Adjusted Salary</u>	<u>Justification</u>
Anderson, Susan	Director of Nursing	Nursing	\$74,970.06	\$8,030.00	\$83,000.06	Promotion to Interim Dean
Derritt, Shawn	Dean/Student Services	Student Services	\$86,700.02	\$9,300.00	\$96,000.02	Promotion to Dean
Esteban, Rick	Network Engineer	Information Services	\$53,630.93	\$1,769.00	\$55,399.93	15% Market Demand Premium
Fultz, John	Senior Network Engineer	Information Services	\$56,058.29	\$3,742.00	\$59,800.29	15% Market Demand Premium
Irvine, Marcia	Dir Leavenworth Ctr	Leavenworth Center	\$64,809.68	\$5,190.00	\$69,999.68	Promotion to Director
Mayer, Kasey	Director of Bookstore	Bookstore	\$57,119.92	\$2,880.00	\$59,999.92	Promotion to Director
Morgan, Kim	Director of Student Health	College Nurse	\$57,999.97	\$4,200.00	\$62,199.97	15% Market Demand Premium
Smith, Clifford	Associate Chief Facilities Services	Technical Education Center	\$129,009.00	\$6,000.00	\$135,009.00	Promotion to Associate Chief
Terry, Stephen	Dean of Enrollment Management/	Enrollment Mgmt & Registrar	\$91,799.97	\$5,200.00	\$96,999.97	Promotion to Dean
VanVerth, Rebecca	Assistant Director of Adult Ed	Adult Education Continuing Ed	\$60,999.95	\$2,000.00	\$62,999.95	Base Adjustment

**NOTICE OF PUBLIC HEARING  
2018-2019 BUDGET**

The governing body of Kansas City Kansas Community College, Wyandotte County, will meet on August 14, 2018, at 9:00am, at Upper Jewell KCKCC for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments. Detailed budget information is available at the Business Office and will be available at this hearing.

**BUDGET SUMMARY**

The Expenditures and the Amount of 2018 Tax to be Levied (as shown below) establish the maximum limits of the 2018-2019 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to slight change depending on final assessed valuation.

	2016-2017		2017-2018		Proposed Budget 2018-2019		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2018 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted							
General Fund	41,802,316	25.075	45,105,280	25.118	52,903,188	32,751,509	25.118
Postsecondary Tech Ed	14,591,792		15,597,507		15,959,271	xxxxxxxxx	xxx
Adult Education	451,869		544,809		800,000	0	xxx
Adult Supp Education	745,688	xxx	917,744	xxx	1,300,000	xxxxxxxxx	xxx
Motorcycle Driver	48,021	xxx	84,063	xxx	150,000	xxxxxxxxx	xxx
Truck Driver Training	0	xxx	0	xxx	0	xxxxxxxxx	xxx
Auxiliary Enterprise	3,719,106	xxx	3,582,988	xxx	3,448,535	xxxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxxx	xxx
Capital Outlay	2,717,471	2.261	5,810,294	2.265	4,025,758	2,953,673	2.265
Bond and Interest	3,166,922		3,176,571		3,181,709	0	xxx
Special Assessment	0		0		0	0	xxx
No Fund Warrants	0		0		0	0	xxx
Revenue Bonds	0	xxx	0	xxx	0	xxxxxxxxx	xxx
Total All Funds	67,243,185	27.336	74,819,256	27.384	81,768,461	xxxxxxxxx	27.384
Total Tax Levied	32,298,360		33,098,958		xxxxxxxxxxx	35,705,182	
Assessed Valuation	1,181,532,063		1,208,714,119		1,303,888,797		
<b>Outstanding Indebtedness, July 1</b>							
	<b>2016</b>		<b>2017</b>		<b>2018</b>		
G.O. Bonds	32,250,000		29,658,000		26,783,000		
Capital Outlay Bonds							
Revenue Bonds							
No-Fund Warrants							
Temporary Notes							
Lease Purchase Principal							
Total	32,250,000		29,658,000		26,783,000		

\* Tax Rates are expressed in mills.

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Chair of the Board of Trustees

## **Foundation, Marketing and Outreach June BOT Report**

Deborah Cowick, Sharon Clay, Dana Sambol, Jolene Morel, Kim Lutgen, Taylor Bolls, Joy Cicero, Kelly Rogge

### **MARKETING AND OUTREACH**

Had a wonderful phone meeting with Amazon about offering courses in the facility

Created new radio ads to run on Mix 93.3 and Q104

Introduced Dr. Mosier to the Congressional Forum guests

Met with Caleb Jackson from the David Woods Kemper Foundation. Began conversation about potential funding for our new Veteran's Center

Working with Back to School Committee to host the Back to School backpack giveaway on Campus

Attended degree in 3 signing event with Dr. Mosier at JCCC

Worked with multiple campus offices to plan a Black Hawk outreach event. Invited local leaders from government, private business and education to attend.

Took Flat Blue Devil all around Kansas City and Campus to build engagement through twitter

### **FOUNDATION**

Received bequest gift from the Mrs. Jewell estate. KCKCC was honored with a gift of over \$200,000.

Received grant funding from the RA Long Foundation of \$16,361 for the Technical Education Center to purchase a new piece of equipment as well as student scholarships.

Met with Caleb Jackson from the David Woods Kemper Foundation. Began conversation about potential funding for our new Veteran's Center

Researching options for creating and/or updating alumni data to create a pipeline

Developing a plan to re-boot the Alumni Association

Planning Alumni, Staff and Faculty tailgate for a Chiefs Game

Creating a new staff / faculty annual plan called the Family Fund

Reviewing webpage and updating. Plan to have a new website up and running in the Fall




Brought on new Board Members to the Foundation Board

Completed the process with Facebook to be recognized as a nonprofit charity. We can now use Facebook as a giving platform for fundraising

Kansas City Kansas Community College

Published by Kelly Evenson Rogge · June 28 at 9:47 AM

KCKCC is once again hosting the Kids on Campus program this summer! One of the activities the campers got to participate in this week was Conservation Day, sponsored by the Wyandotte County Conservation Team. We were also fortunate to have Kansas Strong, the University of Kansas and the Kansas Com Association participate as well! #KCKCCProud #KidsonCampus



+6

Performance for Your Post

687 People Reached

15 Reactions, Comments & Shares

Like	On Post	On Shares
13	13	0
2	2	0
0	0	0
0	0	0

56 Post Clicks

Photo Views	Link Clicks	Other Clicks (i)
43	0	13

NEGATIVE FEEDBACK

Hide Post	Hide All Posts
1	0
0	0

Reported stats may be delayed from what appears on posts.

Kansas City Kansas Community College

Published by Kelly Evenson Rogge · June 21 at 8:14 AM

On behalf of the entire KCKCC community, we send our condolences to the Wyandotte County Sheriff's Department and the families of Deputies Teresa King and Patrick Rohrer as we remember them today and honor their service. #WeStandWithWyCo

Get More Likes, Comments and Shares

Boost this post for \$5 to reach up to 2,700 people

2,049 people reached

Boost Post

11 Shares

Marilyn Keller Jankovic, Salomon Kiarie and 79 others

Like Comment Share

Performance for Your Post

2,049 People Reached

123 Reactions, Comments & Shares

Like	On Post	On Shares
77	87	20
16	15	3
18	11	8
0	0	0

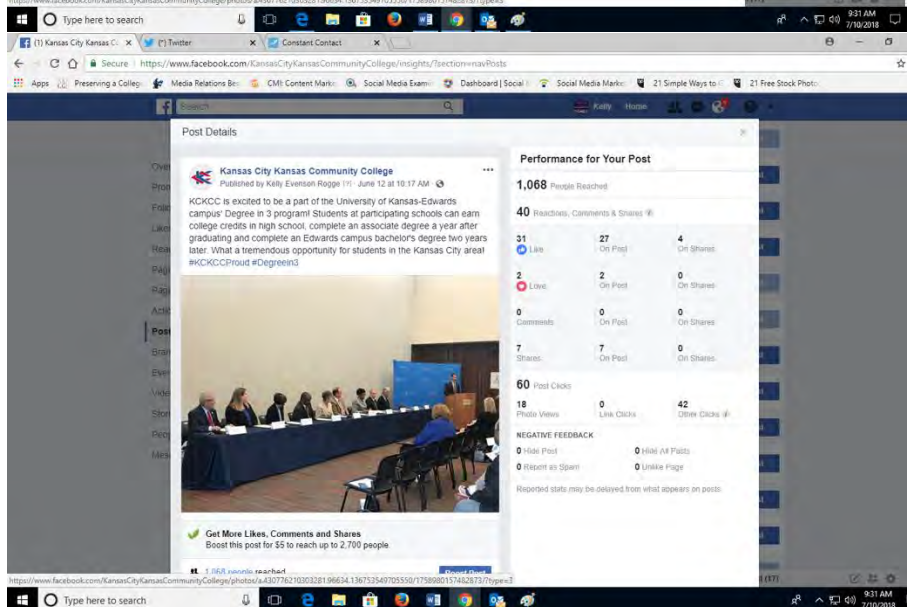
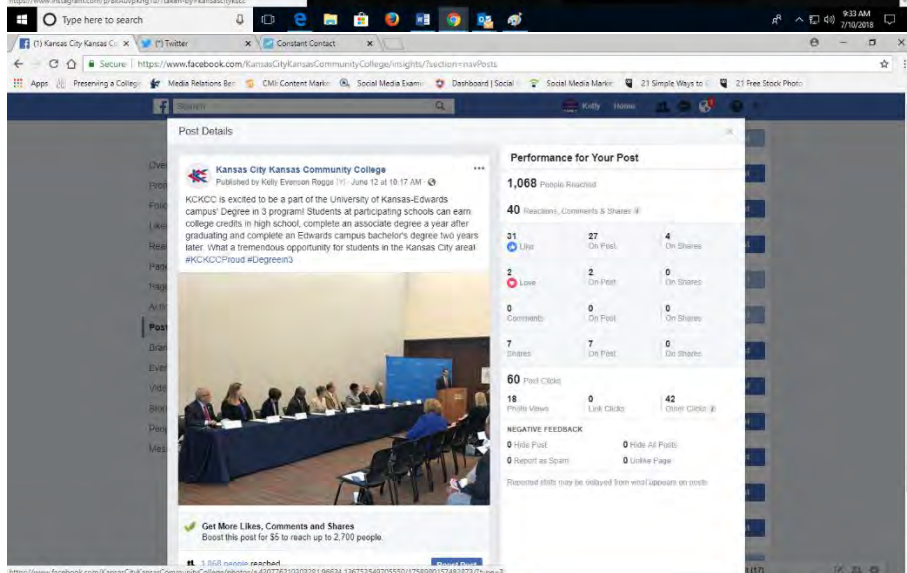
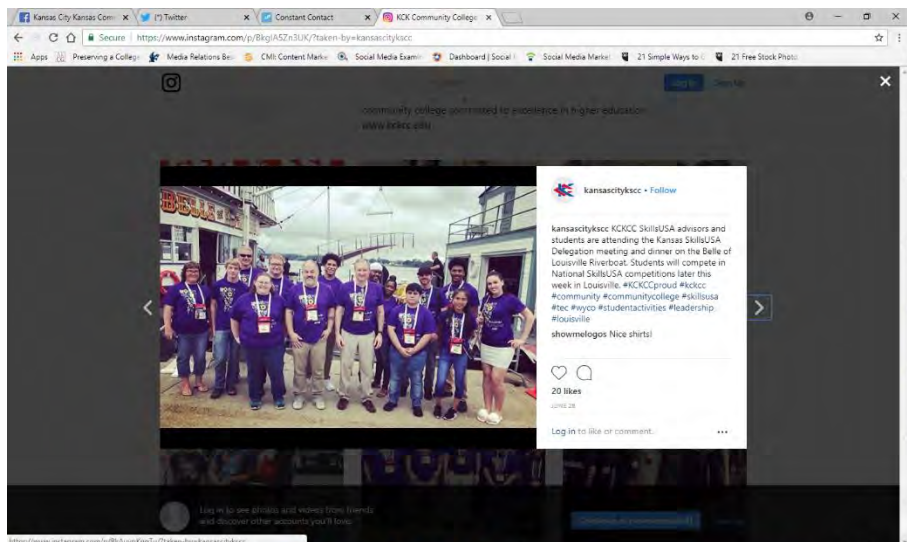
11 Post Clicks

Photo Views	Link Clicks	Other Clicks (i)
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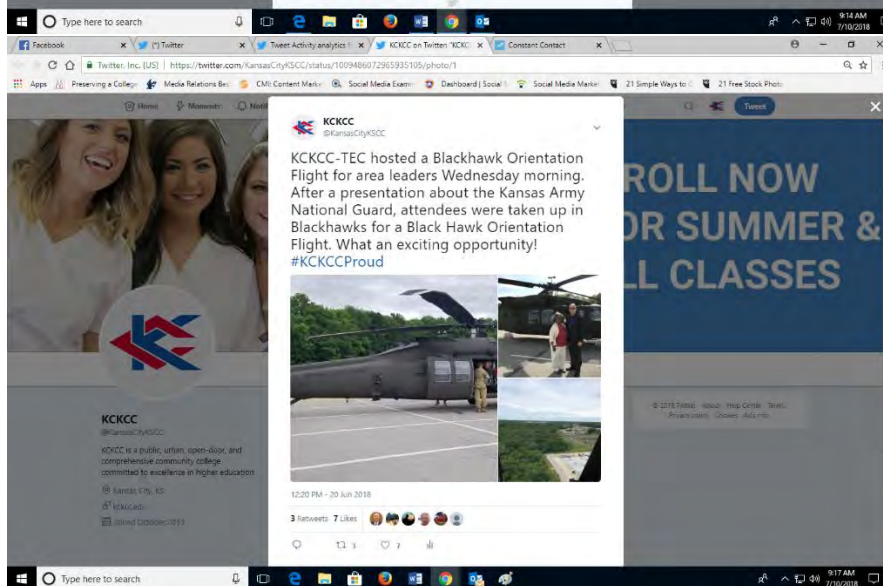
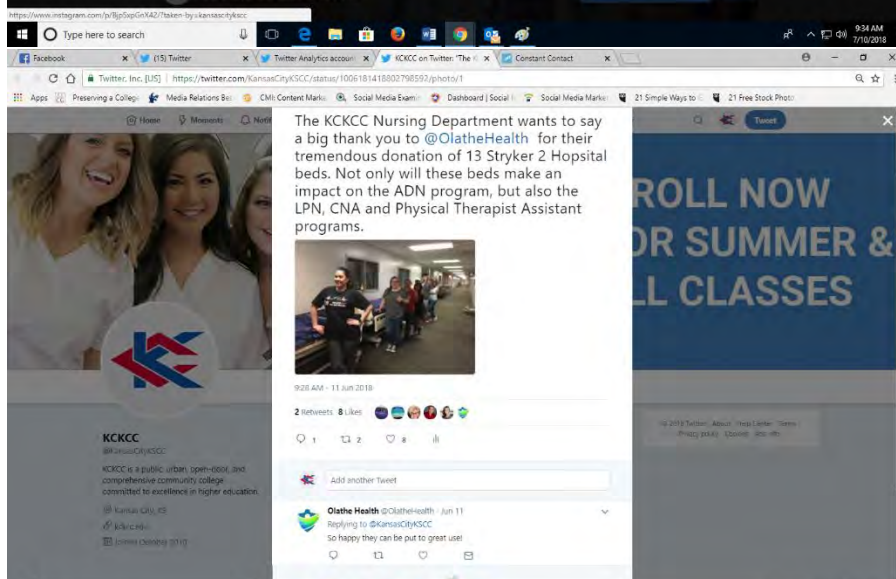
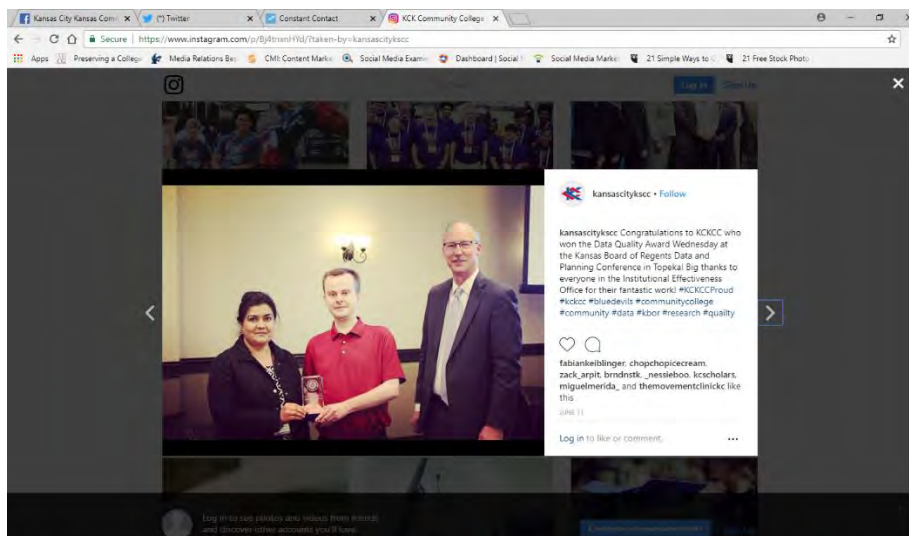
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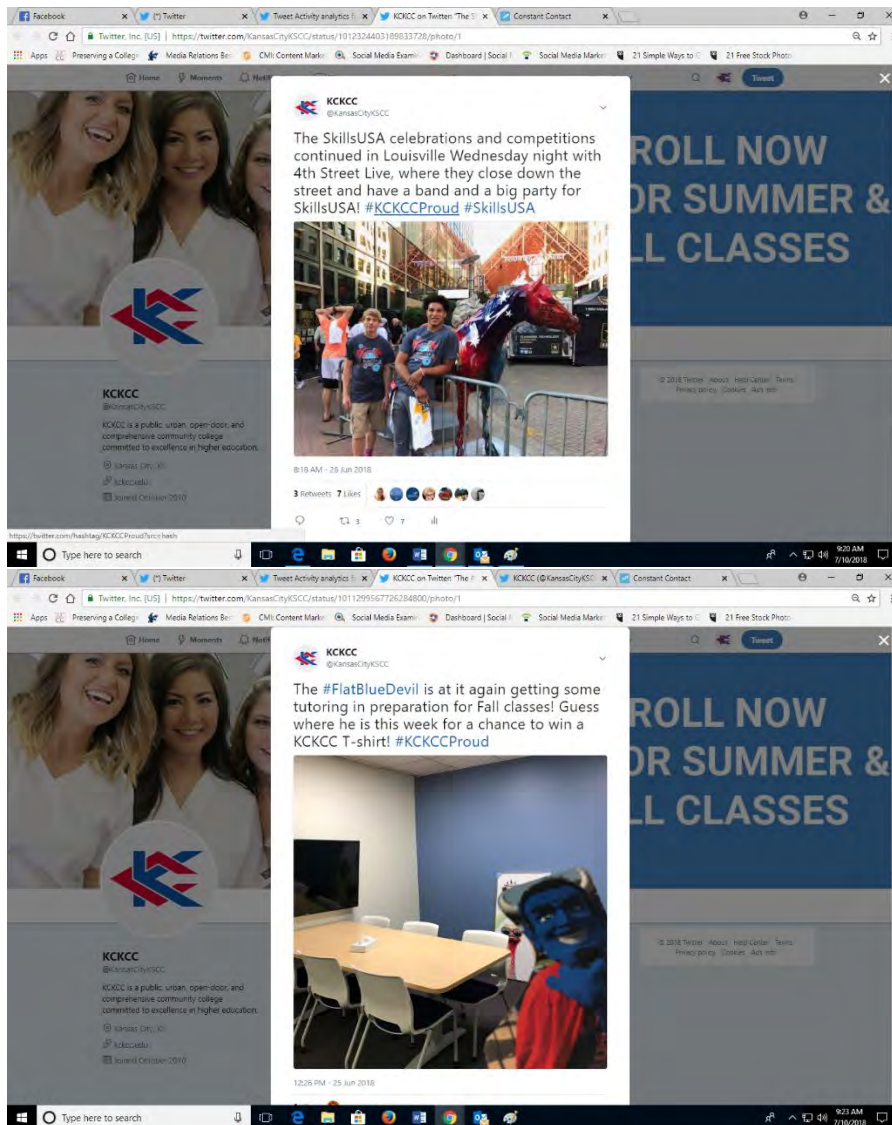
Hide Post	Hide All Posts
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0	0

Reported stats may be delayed from what appears on posts.



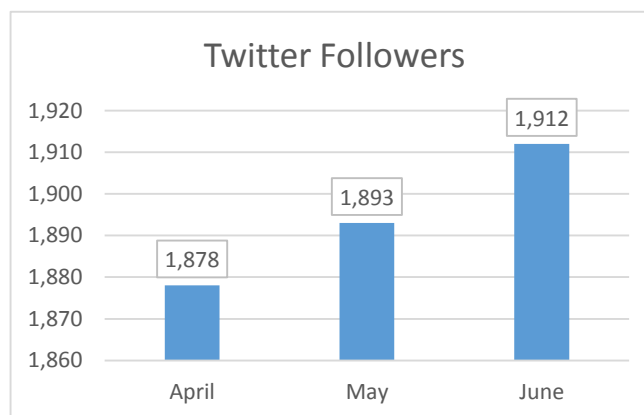






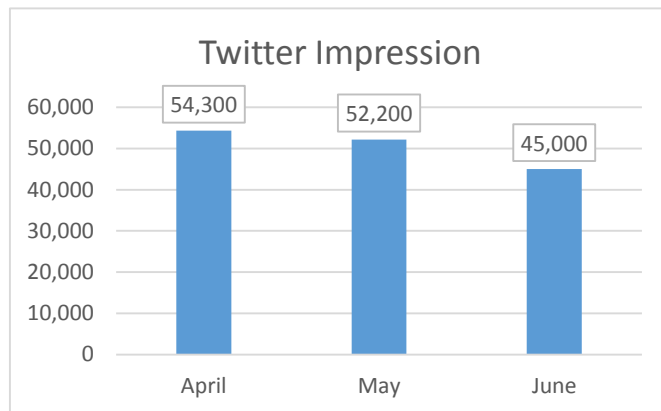
## Twitter

Month	Followers
April	1,878
May	1,893
June	1,912



## Twitter Impressions

April  
May  
June



54,300  
52,200  
45,000

Twitter impressions are historically lower in the summer because not as many students are on campus. However, comparing June 2017 to June 2018, KCKCC's twitter page had more than 13,000 more impressions Year over year. YEAH!!

## Facebook Likes

Month

Likes

April

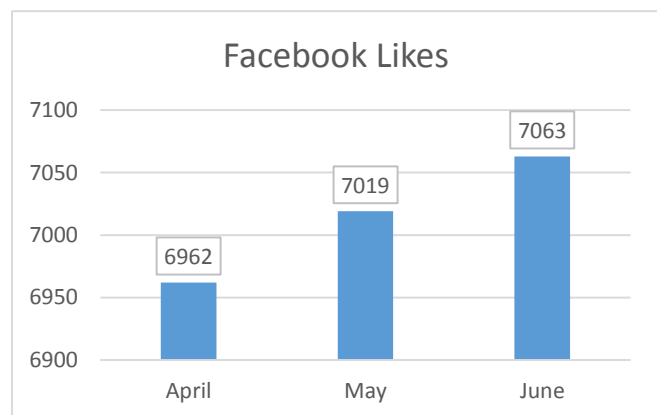
6962

May

7019

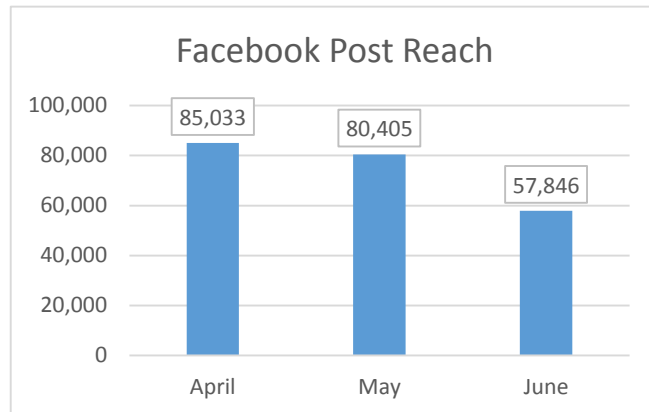
June

7063



## Facebook Post Reach

Month	Post Reach
April	85,033
May	80,405
June	57,846



Historically, there is less activity on social media in the summer, which affects things like post reach. In addition, Facebook's ever-changing algorithm has impacted analytics.

SNAPCHAT  
Both Filters Overall  
4,800 uses  
224,700 views

Main Logo Filter

2,600 uses  
103,600 views

Blue Devil Filter  
2,200 uses  
121,100 views

## **Academic Affairs Board Report July 2018**

### **Humanities and Fine Arts**

- The 17th annual Kansas City Jazz Camp took place June 4-8. Enrollment was 50 students this year, which is about average. The age range was 11 – adult.
- The Standard Vocal Jazz Ensemble (KCKCC's top vocal ensemble) has been selected to perform at the National Conference for National Association for Music Education in Dallas, TX on November 13th.
- Twenty members of the KCKCC Choral Program will perform with an international adult community choir at Carnegie Hall in New York City in early November 2018.
- In May and June 2018, Prof. Stafford was on the national selection committee to review music for the 2019 national conferences of both the American Choral Directors Association. Prof. Stafford is also giving presentations (about music technology and vocal jazz) at summer conferences for both the Kansas Choral Directors Association (July 13th in Topeka) and the Missouri Choral Directors Association (July 20th in Jefferson City).
- In May, Dr. Ian Corbett presented and moderated several workshops and panels at the 144<sup>th</sup> International Audio Engineering Society Convention in Milan, Italy, including "Styling Your Live and Recorded Classical, Jazz and Acoustic Ensemble Sound," and Student Recording Critique sessions.
- Dr. Corbett spent two days giving studio mixing workshops to "Art of Sound" students at the Royal Dutch Conservatory in The Hague, Netherlands.
- In June 2018, Dr. Corbett performed original electronic music compositions at the "Klingt Gut!" ("Sounds Good!") festival in Hamburg, Germany.

### **Health Professions, Adult Education and Continuing Education**

- Received \$20,000 from KBOR Nursing Initiative Grant to work with a national curriculum consultant.
- Olathe Medical Center donated 13 used Stryker III beds to upgrade our SIM, skills, and lifespan labs. Each bed is valued at \$5,000.
- Donated seven of our retired hospital beds to a hospital in the Kenyan village in which one of our faculty members was raised.
- The KCKCC Endowment Association received an \$8000.00 grant from the Unified Government-Hollywood Casino/Schlitterbahn Vacation Village Grant Fund.

### **Technical Education Center**

- Skills USA National Competition– Marcus Sutton a High School Students attending the Major Appliance Repair program at the Pioneer Career Center received a bronze medal
- Dean Smith and a group of TEC faculty completed a Tour of Washburn Technical College –with Clayton Tatro, Associate Dean, for ideas for programs, services and ways to promote TEC –

### **Entrepreneurship & Workforce Center**

- A total of 202 EWC office visits
- Partnering with aSTEAM Village Engineers a group teaching a Youth Manufacturing & Makers Summer Program which began June 11<sup>th</sup>, Miracle Temple at 2106 Quindaro.
- Youth Manufacturing and Makers program was recognized as a part of the Envision Center Demonstration. Among those in attendance were representatives from the U.S. Department of HUD, Mayor's office, Regional administrator, aSTEAM, & KCK Housing Authority

- Currently working to incorporate the extended career assessment inventory and associated curriculum in Blue 101 classes
- A total of 192 testers
- Even though this is the summer session, 3 students at the Leavenworth campus received career assessments and consulting session, while 15 on main campus and 4 at Tech received the same at their locations.
- 655 employers posted in LaunchU web portal for the school
- 132 Alumni have registered to use the LaunchU portal
- Cerner has 45 job postings in the portal

Board of Trustees Report  
Student Affairs  
July 2018

**STUDENT AFFAIRS - DR. DELFINA WILSON, VICE PRESIDENT OF STUDENT AFFAIRS**

**ENROLLMENT MANAGEMENT - DR. STEPHEN TERRY, DEAN**

**Admissions and Enrollment**

Admissions Application Comparisons (all campus locations are represented)

As of 7/11/2018, fall 2018 applications are up compared to 2017.

- Summer
  - Current number of summer 2018 applications: **1,550**
  - Summer 2017 applications received as of 7/11/2017: **1,850**
  - Overall applications received for the summer 2017 semester: **1,876**
- Fall
  - Current number of fall 2018 applications: **4,165**
  - Fall 2017 applications received as of 7/11/2017: **3,538**
  - Overall applications received for the fall 2017 semester: **5,268**
- Spring
  - Current number of spring 2019 applications: **150**
  - Spring 2018 applications received as of 7/11/2017: **179**
  - Overall applications received for the spring 2018 semester: **2,695**
- Enrollment numbers were provided by Intuition Effectiveness on July 9, 2018
  - Overall Spring 2018 headcount and credit hours compared to the overall spring 2017 headcount are flat at 0%.
  - Overall Summer 2018 headcount and credit hours compared to the same day Summer 2017 is flat at 0%.
  - Main campus, Pioneer Center, and US Disciplinary Barrack enrollments are down in both headcount and credit hours
  - Online and TEC enrollments are up in both headcount and credit hours.
  - Overall Fall 2018 headcount compared to the overall same day Fall 2017 is down at **-1%**, representing 32 students and credit hours are down **-5%**, representing 1,543 credits.
    - High School enrollment is up 50% in headcount and 43% in credit hours.
    - Pioneer Center enrollment is up in credit hours at 1% and down in headcount at **-10%**.
    - Main campus, Online, and TEC enrollments are all down.
- Another set of emails, text messages, and postcards will be sent to prospective, current, stop out, etc. students encouraging enrollment. These messages will continue until the start of the fall semester.
- Students will also be called encouraging them to enroll.
- SOAR Orientation
  - SOAR Orientation for the Fall 2018 students will be held at KCKCC's main campus on August 7, 8, and 9.
  - Express Enrollment will be held on November 9-10, 2018 to promote Spring 2019 enrollment and again on April 12-13, 2019 to encourage Summer and Fall 2019 enrollment
- High School Dual and Concurrent Partnership Program
  - A student and parent guide is being created to help families navigate the dual/concurrent process.
  - Staff is working to implement a Dual/concurrent student orientation.
  - Concurrent Enrollment Partnership (CEP) agreements are under review.



## BOARD OF TRUSTEES REPORT

### STUDENT AFFAIRS

Page 2

#### Financial Aid

##### Financial Aid Applications for the Academic Year Received as of July 10

Academic Year	Number of Records
2017-18	13,688
2016-17	12,495
2015-16	13,805

##### Financial Aid Disbursed to Student Accounts as of June 12

	FALL	SPRING	SUMMER	TOTAL
2017-2018	\$7,390,342	\$6,434,330	\$952,335	\$14,777,007
2016-2017	\$7,824,398	\$7,018,383	\$680,953	\$15,523,734
2015-2016	\$8,746,640	\$7,524,576	\$885,377	\$17,1546,593

##### Financial Aid Applications Received for Upcoming Fall Semester as of June 12

2018-19	7505
2017-18	6269
2016-17	5515

#### Year-Round Pell Awarded for Summer

There were 159 students awarded an additional Pell Grant to attend summer session. These students were full-time during the Fall 2017 and Spring 2018 semesters and used 100% of their Pell Grant eligibility. New federal regulations that went into effect this year allowed these students to receive an additional Pell Grant award for summer if they enrolled in at least 6 credit hours.

Additionally, the KCKCC Student Financial Aid Office worked to assist 17 students who attended KCKCC this summer as visiting students from other institutions. Consortium agreements were signed and monitored. The student's home school counted the credit hours enrolled at KCKCC in the financial aid calculation. These students received financial aid from their home school and used the funds to pay their bill at KCKCC. It is anticipated that more consortium agreements will be approved in the future because of Year-Round Pell Grants.

#### Registrar's

- Theresa Holliday - Registrar, John Olson - Coordinator for Graduation and Transcript Services and An'Drienna Wilson - Records Coordinator completed the Performance Appraisals for their subordinates for the 2017-2018 fiscal year.
- Mailed diplomas out to all May degree and certificate candidates who completed their requirements.
- Began the processing for the December degree checks, (posting transfer credits, building the graduate file in Ellucian for processing, adding the graduation fee.

Theresa Holliday - Registrar, John Olson - Coordinator for Graduation and Transcript Services and An'Drienna Wilson - Records Coordinator attended the May 2018 graduation debriefing meeting

## BOARD OF TRUSTEES REPORT

### STUDENT AFFAIRS

Page 3

to share what went well, what needed improvement and to hear about the changes that Dr. Mosier would like to occur in the 2019 ceremonies.

- Key Topics
  - Having a Registrar's office representative to serve as a Graduation Committee Chair along with Andrica Wilcoxen and Faith Moody.
  - Eliminating some of the individuals from the dais - maybe inviting them to sit with the speaker's guests.
  - Requiring Enrollment Management and Student Services employees to work/attend and have all offices closed.
  - Ensuring that students, staff, faculty, and Dias members are wanded in a timely manner prior to entering the field house for the graduation ceremony.
  - Discussion of packed capacity when both AAS and Certificates are in the same ceremony. Possible re-think of having AAS with the other degrees and having the Certificates at a separate ceremony.
  - Add the major for each student in the Graduation Program booklet
  - Lining up the graduates by major for the procession.
  - Adding an additional person next to the dais to pass the diploma covers to the Board Members, ensuring that students receive the correct cover.
  - Graduation Speaker ideas for the 2019 ceremony.
- 2. Martha Mzee attended the Campus Safety Training Session on Monday, June 18, 2018. The Training was covered what to do during an active shooter situation. We watched a video based on the Columbine shooting reenacting what happened during the shooting. After the video, a discussion followed regarding the proper use of ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) in our office setting. Campus Police also emphasized being aware of our surroundings at all times and to always alert them if we see or hear anything suspicious. As a result of this training the Registrar's Office will have a barricade training on Tuesday, July 10<sup>th</sup> to help train us on how to properly barricade our office areas, especially since we only have the one entrance in our office.
- 3. An'Drienna Wilson has been assisting with Saturday Academy student/vendor records:
  - Assuring that the record has correct information.
    - Correct name, SSN on file, correct address, phone, etc.
  - Many vendors do not have state-issued or government issued identification which causes difficulty in making record changes. Many have only a high school ID which makes these changes challenging.
- 4. In conjunction with requests, Theresa Holliday, Registrar, created three new restrictions in the system this month:
  - MATH - created for the students in the math courses where the instructor fell ill and they were re-taking the course at no penalty to them
  - HEAL- created to identify students who did not complete some requirement of one of the health professions degree programs
  - INTB - created to identify International students who still need to complete their TB Testing process in some shape or form.

## STUDENT SERVICES

DR. SHAWN DERRITT, DEAN OF STUDENT SERVICES

### Counseling & Advocacy Center

- Provided 32 counseling sessions:  
47% Personal Issues, 3% Crisis Intervention, 3% Victim Advocacy, 19% Academic, 28% Career/Disability, 0% Substance Abuse
- Provided 4 persons support through the Food Pantry
- Provided 4 persons support through the Clothing Closet
- Provided 18 consultation contacts with KCKCC employees

### Student Accessibility and Support Services

#### Students Requesting Accommodations:

Disability	2018	2017	2016
Autism Spectrum Disorder	1	0	1
Attention Deficit Disorder	6	6	8
Blind/Visual Impairment	2	2	0
Deaf/Hard of Hearing	1	0	1
Head Injury	0	0	1
Intellectual Disability	0	0	0
Learning Disability	9	5	4
Medical	1	2	0
Physical	4	3	2
Psychiatric	8	6	4
Total	32	21	16

#### Placement Testing

Year	Main Campus	PCC	TEC	High Schools	Distance Education	Total
June 2018	289	24	34	1	0	230
June 2017	232	26	42	8	0	308
June 2016	246	36	43	0	2	327

### Retention

- Assist students 39 wanting to withdraw from one or more classes
- Met with 23 students individually about retention
- Assisted with enrolling students during peak times
- Working with Students on Academic Dismissal
  - Met with 12 students regarding dismissal and explained options

### Success Stories

- Angela Jordan. Thought she was going to have to sit out for a semester, and was afraid if that happened she would not be able to come back ever. We were able to sit down and meet weekly to stay on top of her assignments. Was able to get her over to tutoring and she said that helped. She is enrolled for summer and again this fall. She has gained the confidence to receive the help needed and excited to graduate.

### **Student Activities**

- Student Activities
  - a. Game Room:
    - i. Approximately 100 KCKCC students has utilized the game room from June 8th - July 11th
    - ii. An average between 5 KCKCC students between 8 am - 5 pm has utilized the game room during the summer
    - iii. Collaborated with Kids on Campus for the camp participants to use the game room during the day through the summer.
  - b. Re-organizing the Student Activities Office area (offices, closets, etc...)
  - c. Ongoing planning for the 2018-2019 academic year

### **Student Housing**

- 18 students were housed in Student Housing during the Summer 2018 term.
- Presently 16 students are in Student Housing for the Summer 2018 term: (6 male and 8 female)
- Attended a meeting with the Athletic Department to discuss Fall Housing logistics.

### **Student Health Center**

#### **Accomplishments for June**

- May Student Health Services collaborated groups on campus. Meetings attended with Behavior Intervention Team (BIT), Clery Committee, Safety Committee and Risk Management and Graduation Committee.
- Supplying care to community children by participating in Kids on Campus.
- Informing the College Community with sending out the quarterly newsletter. Topic was Men's Health Month.
- Collaborate with Living Healthy for National HIV Testing Day.

### **Student Success Center**

#### **Projects:**

- New Advising Model - Ongoing. Working on assigning advisors and then filtering criteria. Shawn and I will be meeting with Peter Gabriel in early July to address some of the technology issues that are preventing us from getting advisors assigned correctly. (Carla Pestock)
- Advising Council - 2018-19 Meeting agenda/planning in progress, completed application for AC co-chair to send out in August and finalized mission, vision, and 2018-19 AY goals and submitted to Shawn and Carla (Shay Dodson)
- LINKS - Planning activities for the 18-19 AY. Discussed workshop topics, connecting with students and reaching out to Blue instructors to provide support for StrengthsQuest classroom activities. (Renee Gregory)

## BOARD OF TRUSTEES REPORT

### STUDENT AFFAIRS

Page 6

- Transfer Fair - Work Group meeting scheduled for July 17. Sent out save the dates for Fall 18 (October) and Spring 19 (March) fairs to 110 transfer contacts from 30~ colleges/universities, and ongoing communication with transfer partners including new contact from University of Arkansas. (Shay Dodson)
- KC Scholars - Reviewed lists of potential students to see who had already enrolled. (Renee Gregory)
- Transfer Club: No meetings over the summer. Working on yearbook page. Also exploring the formation of a Young Professionals group on campus. (Christopher Munoz)

#### TRIO SSS

- TRIO student and 2018 graduate, **Yasmine McGhee** was awarded the TaLK Scholarship that will allow her to teach in Korea for 6 month up to 2 years, this was an effort that she pursued on her own!
- The following TRIO students were awarded KCKCC Foundation scholarship for AY 2018-19:
  - **Tha Aye** - Frank and Doris Schlagle Scholarship
  - **Treyvyn Harrison** - Wyandotte High School Class of 1955 Scholarship
  - **Jessica Her** - J. Paul and Fern Watkins Jewell Scholarship
  - **Zing Hlei** - Asian American Chamber of Commerce Scholarship
  - **Elizabeth Lee** - Frank and Doris Schlagle Scholarship
  - **Jorge Lopez** - Frances Speer Memorial Scholarship
  - **Isaiah Matthews** - Frank and Doris Schlagle Scholarship
  - **Nadia Vallecillo** - Foundation Scholarship
  - **Delanie Young** - Foundation Scholarship
  - **LaMika Young-Bett** - J. Paul and Fern Watkins Jewell Scholarship

#### ATHLETICS - TONY TOMPKINS, DIRECTOR OF ATHLETICS

##### Academic Success:

- Both the Volleyball and Softball team were recognized as making the NJCAA All-Academic Team.
- KCKCC had 14 Student-Athletes recognized for the NJCAA All-Academic Student-Athlete Awards
  - 1<sup>st</sup> Team: Jennifer Mullins, Logan Tucker, Shannon Green, William Kelley
  - 2<sup>nd</sup> Team: Ana Suarez, Hanna Hurt, Kaelyn Davis, Madison Plake
  - 3<sup>rd</sup> Team: Brandon Still, Dawsyn Long, Kaylee Arnzen, Kelli Sleaf, Rorey Combs, Shannon Brown

**Baseball:** Conducted multiple baseball camps on campus and in the surrounding areas.

**M. Basketball:** Completed the third season of a local High School summer league hosted at KCKCC. They partner with Living the Dream organization.

**Softball:** Coach Lana Ross officially started in her role as Head Softball Coach. She has hit the ground running in regards to recruiting by representing KCKCC at local and regional recruiting events.

## BOARD OF TRUSTEES REPORT

Peter Gabriel, Interim Chief Information Officer

### MEDIA SERVICES

- Music Sessions - The Jazz Combo performed in the studio a 40-minute music set. **The idea is to air the program on the college's cable and YouTube channel for recruiting other musicians to the KCKCC Jazz Ensemble.**
- Recorded the GED graduation. The recorded ceremony will be made available on DVD **and will air on the college's cable channel.**
- Setup and recording of the monthly Board of Trustees Meeting. The meeting requires the use of multiple cameras, audio reinforcement, and visual presentation. **The event is recorded and broadcast on the college's cable channel, as well as the college's YouTube channel.**
- A cooking show is in the works to promote healthy eating. The show is in the production phase and will be made available via the college cable channel and YouTube channel. We currently have three episodes recorded and will start broadcasting in the fall semester.
- Voicemail - A voicemail tree was recorded for the Learning Commons that stated the hours and direct numbers for counseling services. The recorded material was edited into a format for the current phone system.

### NETWORK SERVICES

- Student Recruiter Web App Availability - 99.96%
- MyDotte Web App Availability - 99.97%
- Email Availability for employees and students - 99.98%
- WebAdvisor Web App Availability - 99.96%
- Skype for Business Availability - 99.98%
- Network Switch and Phone and Availability - 99.97%

### LEARNING & LIBRARY SERVICES

- **Hosted visitors from St. Mary's University that wanted to see a Learning Commons model in person on June 19, 2018.**
- Hosted a webinar on The Positive Impact of Flexible Learning Spaces on June 13, 2018.
- Scheduled demonstrations of ClickShare a screen sharing solution, as well as three online tutoring platforms.
- Research and online webinars were hosted for OneButtonStudio. This is a self-serve video recording solution that will be available in the Digital Access Studio for fall 2018.

## ONLINE EDUCATION SERVICES

- Achieved 183 hours of Tegrity video views with 817 individual views for month June 2018.
- Scheduled 25 Training and support activities across all three campuses for June 2018.
- Are evaluating another class capture vendor.
- Provide 2,134 minutes and 29 sessions on Zoom Webinar tool.
- Provided support to 2 students, faculty and staff (2 staff initiated projects) regarding Blackboard, Tegrity, Zoom, test banks other supported tools.
- Scheduled 25 training and support opportunities across all three campuses in June.

## ACADEMIC SUPPORT

- Created and published weekly Tech Tips
- Met with Learning Commons team to develop plans for Digital Studio
- Purchased lighting and recording equipment for Digital Studio
- Developed and delivered staff training on Outlook
- Met with Learning Commons team to develop and deploy virtual online tours
- Met with staff members for one on one help with Word, Excel and PowerPoint
- Attended Accessibility conference at Wichita State University

## DATABASE ADMINISTRATOR & ELLUCIAN PROJECT MANAGER

- Shure did not submit a report

## WEB SERVICES

For June 2018, the college website saw a 1.22% increase in users compared to June 2017. This is the second month in the span of three that we saw an increase. For most of this year and last year, we saw a decrease in overall users to the website. The trend **of internal webpages seeing higher users compared to the previous year's user traffic** continues. Steps to Enrollment saw a 28% increase and TEC seeing a 7%. However, we saw a decrease in users to our Degree and Certificate webpage (4.7%) and Health Professions (2.7%), among others. These webpages typically equally users or an increase but not this month. It is too soon to determine the cause yet.


*A user is based on a unique identifying number Google assigns a visitor to our website.*

**For the new college website, we have started laying the webpages in the new "About KCKCC" section and perfecting the news and events webpages. We have begun to build** the Foundation website as well. One key feature of the new college website software is that we create different websites, web sections with separate navigation than the main college website. The Foundation will be the first instance in which we test and implement this feature.

## COMPUTING SERVICES

- The average time spent on each ticket was 1.375 days.
- 144 Help Desk tickets were issued during the month of June - 133 tickets were resolved.
- 463 Help Desk calls were taken in June - average time per call was 3.25 minutes.





## BOARD OF TRUSTEES REPORT

### HUMAN RESOURCES

### JULY 2018

## HEALTH BENEFITS

Effective July 1, 2018 Aetna now serves as KCKCC's medical insurance provider. As mentioned in previous reports, all supplemental insurance such as dental, vision, life insurance has remained with same carriers from last year.

## COMPENSATION ANALYSIS

Korn Ferry Hay Group (KFHG) completed their analysis of our current compensation structure and practices. KFHG provided the College with a recommended salary structure that can be utilized by the HR Department when reviewing and setting salaries. This structure will assist the College in setting a pay philosophy that allows us to be more consistent when establishing pay for each campus position. More information about the compensation study will be shared with the campus at a later date.

## HR TEAM

Sean Burkett was selected to serve as the employee relations manager in the HR Department. This position will be responsible for managing matters related to employee relations. The hire of this position will assist HR in providing an improved service to our employees.

Nela Bruner, staff development specialist, was elected to serve **as the** CUPA-HR Kansas Chapter Board Treasurer for a two-year term. This is a great opportunity for Nela as an HR professional and to promote KCKCC.

**BOARD OF TRUSTEES REPORT  
FINANCE & ADMINISTRATIVE SERVICES  
MICHAEL BEACH, CHIEF FINANCIAL OFFICER  
JUNE 2018 REPORT**

**FINANCE - MICHAEL BEACH, CFO**

- Preliminary FY 2018 close - \$1M surplus.
- College expenses are within budget.
- Preliminary Financial Statement Audit work is underway.
- Parking Lot resurface will begin July 20<sup>th</sup> - will take about 3 weeks to complete.
- Insurance coverage has been reviewed and policies renewed with various underwriters through our broker, Bovard Insurance. Bovard bids KCKCC's insurance to various underwriters on an annual basis.
- KCKCC will be renewing our Bus Lease with Master Transportation. The lease will be for five years and be for two buses (one 35-passenger and one 25-passenger).
- Property tax valuation is available and estimated revenues support the estimates used in the administration's proposed budget.

**BOOKSTORE - KASEY MAYER, DIRECTOR**

- Summer rush went great. We are now placing and receiving orders for the Fall semester.
- Purchased a "Grab & Go" cooler for our store. The plan is to fill this with healthier food options for our students to eat during their school day.
- We are conducting another buyback next week (July 17<sup>th</sup> and 18<sup>th</sup>) for those students who couldn't make the last buyback.
- Returns: We have a total of \$39,659.58 in credits that are ready to apply to future invoices.
- We conducted inventory the last week of June and it was our most accurate inventory year this store has had in the last 5-10 years. The auditor found no errors!
- Overall, Trimdata has made four departments' jobs easier, which was the intention.

**BUILDINGS & GROUNDS - JEFF SIXTA, DIRECTOR**

- Veteran's Center 80% complete
- Social Science Dean's office 75% complete
- Choir Room painted
- Flag pole project complete
- Installed 4 VFD's (variable frequency drivers) on air handlers
- New room signs installed in Humanities, Nursing and Science buildings
- Picked up and delivered donated hospital beds for Nursing

BOARD OF TRUSTEES REPORT  
FINANCE & ADMINISTRATIVE SERVICES  
MICHAEL BEACH, CFO  
PAGE 2

**CAMPUS POLICE - GREG SCHNEIDER, DIRECTOR**

- Deputy Chief Jason Sievers attended the KCJIS (Kansas Criminal Justice Information System) Conference in Wichita, KS June 4 & 5
- Sgt. Scott Bailie and Officer Cameron Roland conducted ALICE Training at Oak Ridge Baptist Church June 5
- Hosted and provided coverage for the DUI Impact Panel at TEC June 7
- Campus Police had new hires Brandon Disney and Cody Martin begin work on June 20
- Campus Police put out Immediate Notifications to the KCKCC community about 2 armed robberies that occurred south of the Police Academy (off campus) on June 28 and 30

**TEC-OPERATIONS - CLIFF SMITH, DEAN**

- TEC - Skills USA National Competition- One Major Appliance Repair student from Pioneer Career Center received a bronze medal
- TEC, KCKCC - KACCT Quarterly Event- Hosted the Kansas Association of Community College Trustees
- TEC- Tour of Washburn Technical College - Toured Washburn Technical with Clayton Tatro, Associate Dean, for ideas for programs, services and ways to promote TEC
- TEC, KCKCC - Hosted Kansas Army National Guard - Hosted event for Kansas Army National Guard to collaborate with area high schools for recruitment opportunities. Two Blackhawk helicopters were on display in the parking lot.

## ELECTRICAL USAGE

[illegible]

**KANSAS CITY KANSAS COMMUNITY COLLEGE****Interim Summary Financial Statements****Year to Date for Fiscal Year 2018, with comparison to Fiscal Year 2017**

<b>Summary Statement of Net Position</b>	<b>YTD 2018</b>	<b>Year End 2017</b>
Assets		
Current Assets	\$ 30,085,518	\$ 32,381,872
Noncurrent Assets	\$ 56,630,086	\$ 56,611,662
Total Assets	<u>\$ 86,715,604</u>	<u>\$ 88,993,534</u>
Liabilities		
Current Liabilities	\$ 11,536,938	\$ 13,242,136
Noncurrent Liabilities	\$ 25,805,511	\$ 28,622,865
Total Liabilities	\$ 37,342,449	\$ 41,865,001
Net Position	\$ 49,373,155	\$ 47,128,533
Total Liabilities and Net Position	<u>\$ 86,715,604</u>	<u>\$ 88,993,534</u>

**Summary Statement of Revenue Expenses and Changes in Net Position**

	<b>YTD 2018</b>			<b>FY2017</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>
Operating Revenues	\$ 27,161,835	\$ 27,226,000	\$ (64,165)	\$ 27,474,031
Non-Operating Revenues, Net	\$ 47,756,647	\$ 47,643,635	\$ 113,012	\$ 46,428,548
Total Revenues	\$ 74,918,482	\$ 74,869,635	\$ 48,847	\$ 73,902,579
Operating Expenses	\$ 69,602,103	\$ 74,620,000	\$ 5,017,897	\$ 69,514,322
Increase/(Decrease) in Net Positions	<u>\$ 5,316,379</u>	<u>\$ 249,635</u>	<u>\$ 5,066,744</u>	<u>\$ 4,388,257</u>
Depreciation Accrual	\$ 4,300,000			
Net of Depreciation	<u>\$ 1,016,379</u>			

KANSAS CITY KANSAS COMMUNITY COLLEGE STATEMENT OF REVENUES AND EXPENSES						
JULY 1 2017 THRU JUNE 30 2018						
		BUDGET	ACTUAL	FORECAST	ACTUAL	VARIANCE
		FISCAL YEAR	YTD		YTD	ACTUAL
		2018	June-18	FY2018	June-17	FORECAST
Operating Revenues:						
	Student tuition and fees	\$12,900,000	\$12,891,327	\$12,854,000	\$12,971,962	\$37,327
	Federal grants and contracts	\$10,031,000	\$9,944,163	\$10,031,000	\$10,030,973	(\$86,837)
	State grants and contracts	\$600,000	\$418,391	\$590,000	\$573,114	(\$171,609)
	Private gifts, grants and contracts	\$295,000	\$177,737	\$285,000	\$323,590	(\$107,263)
	Auxiliary enterprise revenue	\$2,300,000	\$2,291,787	\$2,300,000	\$2,359,762	(\$8,213)
	Other operating revenue	\$1,100,000	\$1,438,430	\$1,135,000	\$1,214,705	\$303,430
	Total Operating Revenues	\$27,226,000	\$27,161,835	\$27,195,000	\$27,474,106	(\$33,165)
Nonoperating Revenues (expenses)						
	County Property Taxes	\$37,300,000	\$36,567,389	\$37,327,308	\$36,162,027	(\$759,919)
	State Aid	\$9,903,409	\$9,903,409	\$9,903,409	\$9,903,409	\$0
	SB155 AID	\$1,400,000	\$2,163,076	\$1,486,361	\$1,411,756	\$676,715
	Investment Income	\$85,000	\$170,413	\$111,612	\$96,713	\$58,801
	Interest expense on capital asset debt	(\$1,044,774)	(\$1,047,640)	(\$1,044,774)	(\$1,145,357)	(\$2,866)
	Total nonoperating revenues	\$47,643,635	\$47,756,647	\$47,783,916	\$46,428,548	(\$27,269)
	Total Revenues	74,869,635	74,918,482	74,978,916	73,902,654	(\$60,434)
Operating Expenses:						
	Salaries & Benefits	\$43,820,000	\$41,293,230	\$43,200,000	\$40,291,765	(\$1,906,770)
	Contractual Services	\$1,650,000	\$1,985,164	\$2,000,000	\$1,705,739	(\$14,836)
	Supplies & other operating expenses	\$11,000,000	\$12,886,314	\$11,100,000	\$11,446,076	\$1,786,314
	Utilities	\$1,550,000	\$1,777,383	\$1,770,000	\$1,568,356	\$7,383
	Repairs and maintenance to plant	\$2,000,000	\$1,387,456	\$2,000,000	\$229,747	(\$612,544)
	Scholarships and Financial Aid	\$10,300,000	\$10,272,556	\$9,500,000	\$10,126,611	\$772,556
	Depreciation and Amortization	\$4,300,000	\$4,300,000	\$4,300,000	\$4,120,057	\$0
	Total operating expenses	\$74,620,000	\$73,902,103	\$73,870,000	\$69,488,351	\$32,103
	Total Operating Expenses	\$74,620,000	\$ 73,902,103	\$ 73,870,000	\$ 69,488,351	\$32,103
	Increase in Net Position	\$ 249,635	\$ 1,016,379	\$ 1,108,916	\$ 4,414,303	\$ (92,537)

KANSAS CITY KANSAS COMMUNITY COLLEGE						
FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	YTD 30-Jun-18	PRIOR YEAR 30-Jun-17
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$ 126,605		\$ 126,605	\$ 161,588
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$ 1,823,903		\$ 1,823,903	\$ 1,104,568
BROTHERHOOD BANK	61	CAPITAL OUTLAY		\$ 3,036,123	\$ 3,036,123	\$ 3,008,815
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$ 142,297		\$ 142,297	\$ 129,310
LIBERTY BANK	11	GENERAL FUND		\$ 563,172	\$ 563,172	\$ 554,857
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$ 660,905		\$ 660,905	\$ 629,779
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$ 1,133,927		\$ 1,133,927	\$ 1,162,017
SECURITY BANK***	11	GENERAL FUND	\$ 13,126,942		\$ 13,126,942	\$ 14,350,766
SECURITY BANK	15	TECHNICAL ED FUND	\$ 715,742		\$ 715,742	\$ 872,908
SECURITY BANK	16	STUDENT UNION	\$ 778,142		\$ 778,142	\$ 415,142
		(AUXILIARY SERVICES)				
UMB BANK *	17	PAYROLL	\$ -		\$ -	
<b>TOTAL</b>			<b>\$ 18,508,462</b>	<b>\$ 3,599,295</b>	<b>\$ 22,107,757</b>	<b>\$ 22,614,750</b>
	<b>Current</b>	<b>Month ago</b>	<b>Year Ago</b>			
<b>91-day Treasury Rate</b>	<b>1.900</b>	<b>1.900</b>	<b>1.000</b>			
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.						
** No interest paid, no fees charged.						
***No Fees assessed by Security Bank and Brotherhood Bank.						

Kansas City Kansas Community College										
Cashflow Analysis										
July 1, 2016 to June 30, 2017										
July 1, 2017 to June 30, 2018										
Month	FY2017	FY2018	FY2017	FY2018	FY2017	FY 2018	FY2017	FY2018	FY2017	FY2018
	Operational	Operational	Operational	Operational	Net	Net	Transfers	Transfers	Cash	Cash
	Cash	Cash	Cash	Cash	Change	Change	In/Out	In/Out	Balance	Balance
	Inflow	Inflow	Outflow	Outflow						
June									12,117,206	15,223,675
July	2,131,189	1,460,261	(6,032,216)	(5,852,012)	(3,901,027)	(4,391,751)			8,216,179	10,831,924
August	10,589,075	9,147,530	(7,812,750)	(7,568,360)	2,776,325	1,579,170			10,992,504	12,411,094
September	10,208,591	8,127,613	(10,113,979)	(7,561,429)	94,612	566,184			11,087,116	12,977,278
October	4,389,489	3,674,084	(7,467,686)	(7,268,399)	(3,078,198)	(3,594,315)			8,008,918	9,382,963
November	2,169,941	2,888,479	(5,761,287)	(7,073,463)	(3,591,346)	(4,184,984)			4,417,572	5,197,979
December	1,371,189	2,317,781	(4,451,246)	(6,317,554)	(3,080,057)	(3,999,773)			1,337,515	1,198,206
January	27,416,716	30,856,129	(9,681,684)	(12,771,217)	17,735,032	18,084,912			19,072,547	19,283,118
February	5,873,392	6,374,870	(7,300,844)	(7,847,869)	(1,427,452)	(1,472,999)			17,645,095	17,810,119
March	6,038,359	3,695,580	(10,295,095)	(8,371,394)	(4,256,736)	(4,675,814)			13,388,359	13,134,305
April	2,401,844	1,345,257	(6,137,499)	(5,323,191)	(3,735,655)	(3,977,934)			9,652,704	9,156,371
May	1,205,756	1,548,963	(6,317,329)	(6,808,045)	(5,111,573)	(5,259,082)			4,541,131	3,897,289
June	17,176,523	19,372,495	(6,514,484)	(9,427,100)	10,662,039	9,945,395			15,203,170	13,842,684
Totals	90,972,063	90,809,042	(87,886,099)	(92,190,033)	3,085,964		-	-		
Bold = Actual										



## Meeting Times of Various Wyandotte County Entities

(Currently no conflict with KCKCC Trustees Meetings)

### Board of Commissioners Meetings:

- Full Committee Meetings - Thursday at 700 P.M.
- Standing Meetings - Monday prior to Full Committee Meeting

### U.S.D. 500 Meetings:

- 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month at 5:00 P.M.
- 3<sup>rd</sup> Monday of each month designated for special meetings if needed

### KCK Chamber

- Congressional Forums – 2<sup>nd</sup> Friday from 11:30-1:00 P.M.
- Business After Hours – Wednesdays from 5:00-7:00 P.M.
- Legislative Committee – Fridays at 9:00 A.M.

### Wyandotte Economic Development Council – WYEDC

- 2<sup>nd</sup> Wednesday at 4:00 P.M.

### Livable Neighborhoods:

- 4<sup>th</sup> Thursday of each month at 8:30 A.M.



# PAULY GROUP, INC.

ACADEMIC SEARCH CONSULTING

## SEARCH SERVICES AGREEMENT

THIS AGREEMENT is made and entered into on July 10, 2018 by and between Pauly Group, Inc., an Illinois corporation (hereinafter “Pauly Group”), and Kansas City Kansas Community College, Kansas City, Kansas 66112, (hereinafter “Client”).

NOW, THEREFORE, the parties agree as follows:

1. **Services Performed.** Pauly Group will provide professional search consulting services to the Client for the purposes of identifying, recruiting, screening, interviewing and hiring candidates for the position of Vice President for Academic Affairs (the “Open Position”). The final selection of the candidate to be hired for the Open Position shall be at the sole discretion of the Client.
2. **Term.** The term of this Agreement shall commence upon the year and date executed by the Client, and shall end with the presentation of the final pool of applicants for the Open Position to the Client’s President. The time for completion of this Search Services Agreement is substantially dependent upon prompt performance of Client’s obligations, as set forth below, as well as the scheduling of the meetings and interviews contemplated hereunder by the Client. No warranty is expressed or implied with regard to the time of completion.
3. **Fees.**
  - A. Client shall pay to Pauly Group a fee of \$42,000, which shall be due within thirty (30) days of the date of invoice. Said fee does not cover expenses as more fully set forth below.

The first invoice shall be mailed in August, 2018 at the start of the search. Within 30 days of receiving an invoice, 60% of the total shall be paid, the second invoice in the amount of 30% will be sent within 60 days of the start of the search and is due within 30 days, a final invoice for the remaining 10% of the total will be sent 90 days after the start of the search and is payable within 30 days of receipt. Said fee does not cover expenses as more fully set forth below.

- B. All expenses incurred by Pauly Group shall be paid by Client within thirty (30) days of invoice. Expenses shall be reasonable in nature when reviewed in correlation to the activity rendered. Pauly Group shall provide the Client estimated expenses for major expenditures prior to an event if requested by the Client. Such expenses shall include, but not be limited to, travel for campus visits, room and board during campus visits,

and mailing charges. Invoice for travel expenses and room and board expenses will be submitted to the Client at the conclusion of each visit. Related search services expenses will be submitted by invoice at the conclusion of the term.

- C. In the event the Client requests Pauly Group personnel to visit Client's institution, then Client will pay the additional fees of \$2,500 per day on campus, plus all travel related expenses, including but not limited to the cost of transportation, meals and lodging. Such travel fees and expenses will be invoiced upon completion of each particular campus visit, and are due and payable within thirty (30) days of invoice.
4. **Termination.** This Agreement may be terminated at any time, by either party. In the event of early termination, then Client shall pay for all time incurred by Pauly Group to the date of termination at the rate of \$250 per hour and all expenses, including but not limited to, consultant fees and expenses, incurred by Pauly Group to the date of termination. In such event, Client shall be entitled to reimbursement of fees billed and paid but not yet incurred.
5. **Client Duties.**
- A. Within commencement of this Agreement, the Client shall provide Pauly Group with a full and complete job description for the open position, the salary range the Client is willing to pay for the open position, electronic documents of any advertisements previously used to publicize the open position, and all persons who have previously applied for or been interviewed for the open position, and any other information or qualifications which the Client believes are relevant to the Project.
- In addition, graphics, logos, and style guides shall be sent electronically upon Pauly Group's request.
- B. After receipt of the information from Client referred to in A. above, and preparation of a proposed position profile by Pauly Group for the Open Position, client shall confer with Pauly Group towards approval of a final position profile by Client.
  - C. Should applications be accepted by Client or Client's employment website, Client shall provide access to all applications to Pauly Group.
  - D. Client shall list Pauly Group as the Search Consultant in all advertisements and promotional brochures, including the position profile, or documents produced for the open position.
  - E. Client shall post a copy of the profile on the Client's website.
6. **Pauly Group Duties.**
- A. After execution of this Agreement, Pauly Group shall conduct a meeting in-person with the Client in order to conduct institutional analysis with various college constituency groups. During the visit, Pauly Group shall meet with Client's search committee to provide training with regard to screening and selecting semi-finalists, developing written interview questions and conducting interviews.

- B. Pauly Group shall prepare a proposed position profile for the Open Position and confer with Client towards approval of a final position profile by Client. In addition, Pauly Group shall assist Client in preparation of advertisement to be placed by Client in magazines, trade journals and similar publications.
- C. Pauly Group shall develop a list of 6,500 potential applicants and nominators and prepare electronic postings of the position profile therefore. These names shall come from Pauly Group's public and confidential databases. From this list, Pauly Group shall send an electronic posting of the Open Position.
- D. Pauly Group shall post a copy of the profile on the Pauly Group website.

Pauly Group shall advertise Open Position on LinkedIn, Twitter, and in a minimum of one national publication chosen in consultation with the Client.
- E. Pauly Group shall contact by telephone nominators and potential applicants to produce an applicant pool that meets the Client's requirements.
- F. From the list of names of persons who have expressed an interest to Pauly Group consultants in the Open Position, but have not yet applied for the Open Position, Pauly Group shall make appropriate follow-up calls on behalf of the Client to encourage additional applicants.
- G. As applicants are received, depending on the Client's request, they may be deemed qualified for the position and placed on Pauly Group's secure website for review.
- H. Upon Client's request, each committee member from the Client will be given a user name and password to access the applications.
- I. After the deadline for receipt of applications has passed, Pauly Group shall conduct a meeting in-person with Client in order to meet with the search committee to assist with the selection of semifinalists for the Open Position.
- J. Pauly Group shall advise and consult with Client regarding packets of information regarding Client that shall be sent by Client to each Semifinalist. Said packet will be sent electronically by Pauly Group.
- K. Pauly Group will forward to each semifinalist the Candidate Reference Packet consisting of a Candidate Release Form, Salary and Benefit Statement, Expanded Reference List, and EEOC Form.
- L. The investigations will commence with the return of the completed Candidate Reference Packet and a notification call from Pauly Group to each candidate to explain the reference process and review of the application materials.

- N. Pauly Group will assist the search committee in-person in organizing and conducting semi-finalists interviews and facilitate the process of choosing finalists for the Open Position.
- O. For finalists, Pauly Group will conduct a minimum of eight (8) reference interviews with individuals named and unnamed by the candidate. The final written report will be delivered electronically, via Pauly Group's secure website. Client will be given a user name and password to access the report. The report will be available for five (5) days, and no other copy will be supplied, unless specifically requested by Client.
- P. Pauly Group shall coordinate credit and criminal background investigations through a third party company.
- Q. Pauly Group shall assist the President in making a final decision on which finalist to hire, subject to final approval by Client's Board of Trustees.
- R. Pauly Group will negotiate with the selected candidate on the Client's behalf. Pauly Group shall then contact all unsuccessful candidates with the Client's decision.

7. **Confidentiality of Pauly Group Work Product.** The Client acknowledges that Pauly Group will develop lists, names, documents and materials which are the proprietary work product of Pauly Group. The Client agrees that the same are revealed to the Client in confidence, solely for the purposes of the search services called for herein, and to enable the Client to hire a suitable candidate for the open position named in this Agreement. The Client agrees that both during and for three (3) years after the term of this Agreement.

Pauly Group acknowledges that Client is a public body and therefore subject to the Kansas Open Records Act, K.S.A. 45-215, *et seq.* Confidentiality of documents and records provided to Client shall be maintained to the extent allowed by law.

- A. Neither the Client nor any of its officers, directors, employees or agents will disclose or copy any of the mailing lists, lists of potential applicant and nominator names and any project reports to any other person, institution or entity, unless required by law.

8. **Confidentiality of Candidate Information.**

- A. The Client acknowledges that Pauly Group will produce a report regarding each candidate which may contain confidential and/or potentially damaging information or allegations regarding a candidate. The Client further acknowledges that the dissemination of the report or the information or allegations contained therein to the public or to anyone within the college who does not have a strict need to know would subject Pauly Group and the Client to potential liability.
- B. The Client agrees that the report and the information or allegations contained therein are disclosed to the Client in confidence, solely for the purposes of the search services project called for herein, and to enable the Client to hire a suitable applicant for the open position contemplated in this Agreement. The Client agrees that neither the Client, nor any of its officers, directors, employees or agents, will disclose or copy any

portion of the report or the information or allegations contained therein to any other person, institution or entity, unless required by law.

- C. In furtherance of this paragraph, only one (1) copy of the report will be provided by Pauly Group to the Client, which shall be available to be read only by the Client's President. The Client will make no copies or other permanent record of the report and the information or allegations contained therein. Only verbal reports of the information or allegations contained in that report may be shared with other officers, directors, employees and agents of the Client, but only on a strict need to know basis.
- D. The client will institute and enforce such procedures as are necessary to ensure that all officers, directors, employees and agents of the Client are aware of the confidentiality requirements contained in this Agreement and will maintain such confidentiality.
- E. The obligations of the Client pursuant to this paragraph will survive the term of this Comprehensive Search Services Agreement, and shall continue indefinitely.

Pauly Group acknowledges that Client is a public body and therefore subject to the Kansas Open Records Act, K.S.A. 45-215, *et seq.* Confidentiality of documents and records provided to Client shall be maintained to the extent allowed by law.

- 9. **Indemnification.** To the extent allowed by law and in furtherance of the Client's confidentiality obligations as set forth in Paragraph 8 above, the Client agrees to protect, indemnify, defend and hold harmless Pauly Group, and its officers, directors, employees and agents, from and against any and all claims, damages, losses, liabilities, obligations, penalties, actions, judgments, suits, costs and expenses, including, without limitation, reasonable attorney's fees and costs of expert witnesses, that maybe incurred by or asserted against Pauly Group or its officers, directors, employees or agents, in each case arising out of or in connection with or related to any breach by the Client, or any of the Client's officers, directors, employees or agents, of the obligations set forth in Paragraph 8 above. The agreements and obligations of the Client contained in this paragraph shall survive the term of the Comprehensive Search Services Agreement, and will continue indefinitely.
- 10. **Client Expenses.** The Client is responsible for its own expenses, including but not limited to printing, postage, telephone expenses and advertising costs. In addition, the Client is responsible for all candidate expenses as related to interviewing.
- 11. **Late Payments.**
  - A. Interest of two percent (2%) per month shall accrue during all or any part of a month in which any payment to be paid hereunder is made after the due date thereof. Such interest shall continue to be charged on the first day of each and every month thereafter on the balance then due and shall continue to accrue until all sums due are paid in full.
  - B. Each payment when made shall be credited first to the interest accrued, if any then due, and the remainder shall be credited to the balance due.
- 12. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements or understandings between Pauly Group and

Client. This Agreement has been duly executed and delivered by Client and Pauly Group and constitutes the legal, valid and binding obligation of the parties, and the undersigned have been authorized to execute this Agreement on behalf of the parties hereto.

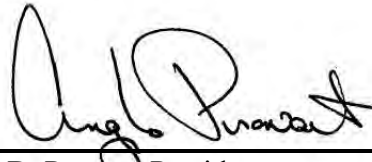
13. **Severability.** If any one or more of the provisions contained in this Agreement shall be held illegal or unenforceable by a court, no other provision shall be affected by this holding.
14. **Contractual Provisions Attachment.** The mandatory contract provisions prescribed by the department of administration in form DA 146a, as amended, are attached hereto and hereby incorporated into this Agreement and made a part thereof. If the provisions of this Agreement conflict in any way with the terms in the attached form DA 146a, the terms of the attachment shall direct and control the rights and obligations of the parties.
15. **Headings.** The headings have been inserted for convenience only and are not to be considered when interpreting the provisions of this Agreement.
16. **Amendments.** This Agreement may only be amended or modified by mutual consent of the parties, in writing.
17. **Notices.** Any notice or demand given or made under the terms of this Agreement shall be served either in person or by regular mail, postage prepaid and addressed to:
  - A. If to Pauly Group, it shall be sent to 3901 Wood Duck Drive, Suite E, Springfield, Illinois 62711, or to any new address Pauly Group designates in writing.
  - B. If to Client, it shall be sent to Kansas City Kansas Community College; 7250 State Avenue; Kansas City, KS 66112, or to any new address Client designates in writing.
  - B. Any notice or demand shall be deemed to have been given and effective when it has been received.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on July 10, 2018.

**Pauly Group, Inc., an Illinois Corporation**  
FEIN: 37-1365750

By: \_\_\_\_\_

Angela D. Provart, President



**Client**

By: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City/State/Zip



CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 06-12), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the 10 day of July, 2018.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated. Any terms that conflict or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** This contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit in connection with this contract shall reside only in courts located in the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of the State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require the State of Kansas or its agencies to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The liability of the State of Kansas is defined under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Contractor agrees to comply with all applicable state and federal anti-discrimination laws.

The provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting State agency cumulatively total \$5,000 or less during the fiscal year of such agency.

6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation of this contract shall find that the State or its agencies have agreed to binding arbitration, or the payment of damages or penalties. Further, the State of Kansas and its agencies do not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages available to the State of Kansas or its agencies at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas and its agencies shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas and its agencies shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require them to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the contractor shall bear the risk of any loss or damage to any property in which the contractor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."
13. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.



KANSAS CITY KANSAS COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
JULY 17, 2018 - 9:00 A.M.  
UPPER JEWELL

AMENDMENT TO THE CONSENT AGENDA

Item # C – Personnel Items:

11.	New Hire	Juston W. Abel	Director of Military and Veteran Student Services	Military & Veteran Student Services	Enrollment Management	08/01/2018	\$69,000.00
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AMENDMENT TO VICE PRESIDENT OF STUDENT AFFAIRS REPORT

13) Tina Church Lewandowski reported that Mary Kobe Peterson and her staff are very often present in the area high schools assisting students with their enrollment.