

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

October 16, 2018 – 9:00 AM

Pioneer Career Center

1. Call to Order & Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Audience to Patrons and Petitioners
5. Board Committee Reports
6. Consent Agenda:
 - (Item #A) Approval of Minutes of the September 18, 2018 Meeting
 - (Item #B) Approval of Recommendations for payment
 - (Item #C) Approval Personnel Items (H.R.)
7. **Student Senate** – Pioneer Career Center Student Senate Representatives
 - Dr. Greg Mosier - Induction of new PCC Student Senate Officers
 - Report
8. **President's Report** – Dr. Greg Mosier
 - KCKCC AY17 Performance Report
 - Strategic Funding Allocations
9. **Marketing & Community Outreach Report** – Ms. Tami Bartunek
10. **VP-Academic Affairs Report** – Interim VP, Dr. Ed Kremer

11. **VP-Student Affairs Report** – Dr. Delfi Wilson
 - Presentation of CSSE Report
12. **Information Services Report** – Interim CIO, Mr. Peter Gabriel
13. **Human Resources Officer Report** – Ms. Christina McGee
14. **Finance & Administrative Services Report** – Mr. Mike Beach
 - Capital Projects
 - County Adjustments to 2017 Mil Levy
15. **Unfinished Business**
16. **New Business**
 - 2018-2019 Board of Trustees Goals – Chairperson Rosalyn Brown
17. **Executive Session**
 - To discuss pending litigation with legal counsel for the purpose of discussing matters deemed privileged in the attorney-client relationship. Possible action to follow.
18. **Adjournment**

**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
September 18, 2018**

CONSENT AGENDA - # A.
Meeting Minutes

Upper Level Jewell

Meeting Minutes (5:01 p.m.)

- 1) **Call to Order and Pledge of Allegiance:** The September meeting of the Board of Trustees was called to order at 5:01 a.m. by Board Chair Rosalyn Brown. The Pledge of Allegiance was led by Mr. Wade Abel, Director of the KCKCC Veterans Center. Chair Brown praised Mr. Abel for the great job with the ribbon cutting ceremony for the grand opening of the new Veterans Center that took place just before the Board meeting. She stated that we are looking forward to great things to come of the Vets Center.
- 2) **Roll Call:** Indicated the following present, Trustees: Donald Ash, Rosalyn Brown, Evelyn Criswell, Ray Daniels, Tyrone Garner, and Linda H. Sutton. Trustee Janice McIntyre was not present.
- 3) **Approval of Agenda:** Chairwoman Brown asked for approval of the Agenda. Trustee Sutton moved to approve the Agenda. Trustee Criswell seconded and the **Motion Carried.**
- 4) **Audience to Patrons and Petitioners:** Chairwoman Brown asked for Patrons and/or Petitioners wishing to address the Board. Hearing none, Chairwoman Brown moved forward to the Consent Agenda.
- 5) **Recognitions:** Chair Brown read a letter of recognition addressed to the KCKCC Board of Trustees and staff from the Back to School Fair organization thanking them for their support and commitment to the students of Wyandotte County. At the fair, the following occurred: 3,000 backpacks with school supplies were provided for students for the Back to School Fair; 2,011 age-appropriate books were provided by the Kansas City Kansas Public Library; 92 students received physical exams administered by 74 volunteers from the Kansas University Medical Center, with 20 referred for additional medical care; 44 students received immunizations with 94 vaccines given by nurses from the UG (Unified Government) Health Department and the Kansas City Public School nurses; 221 students received eye screenings by Lion's Club; 61 students were referred to receive eyeglasses paid for by the First-Hand Foundation; 35 exhibitors shared information for students and family; 289 volunteers supported the fair and many students earned community service hours for their participation; 2,019 nutritious snacks were served by the US 500 School District to attendees; 46 haircuts provided by Lifestyle Beauty Services; Dental screenings were provided by Adams Dental Group and KC Dental. The Back to School Fair organization expressed gratitude for the usage of the KCKCC facilities and for the excellent staff support provided to the students. Chair Brown shared that she understood that the lines were around the building and that the event excellent. She shared that KCKCC was happy to be a part of the Back to School Fair. She said that KCKCC is doing great things and that we want to continue to do great things for our community.

Chair Brown expressed that there are additional recognitions to be offered by Dr. Kremer at a later time during the meeting.

- 6) **Board Committee Reports:** Trustee Ash shared that the Board recently attended the KACCT Quarterly Meeting at Highland Community College in Highland, KS this past weekend (Sept. 14th and 15th) which was a working session. A presentation by Dr. Ed Berger, who is the retired president from Hutchinson Community College and is now serving as a state senator. Dr. Berger is a strong advocate in the Kansas Legislature in Topeka. Additionally, a presentation by Allie Devine, who is our lobbyist from the firm Devine and Donley, LLC.

On Saturday morning, there were separate meetings for trustees and presidents. The audit was accepted and received an update on the budget. Trustee Ash shared that the association is in a good place with regards to budget. It was approved that the KACCT would host a reception at the ACCT Legislative Summit in Washington, D.C. in February 2019. The State PTK ceremony will be moved to March 2019. The next KACCT meeting will occur in December at Independence Community College in Independence, KS. Trustee Ash added that the Board of Trustees and President Mosier are preparing to attend the ACCT Legislative Congress in New York City, beginning October 23rd through Oct. 27th. Trustee Sutton asked the day of the December meeting. Trustee Ash responded that the specific date could be found on the website, kacct.org. He speculated that typically the meetings are the first or second weekend of the month. He further specified that the dates could be found on the Calendars page on the kacct.org website.

Trustee Garner shared that the Finance Committee have been discussing the daycare as an option for next year. He shared that Dr. Mosier is taking the lead in making sure that we are moving forward with the development of the daycare with considerations of moving from a daycare to an early childhood development learning center. The Finance Committee is considering costs, both short-term and long-term, and sustainability.

The committee is also considering some needs of the KCKCC Police Department to be presented again to the Board to address some resource needs that were made known to the Finance Committee.

Trustee Garner made note of the good news regarding the positive changes in the appearance of the college. He shared that some staff members as well as fellow citizens have mentioned to him the great work that is being done at KCKCC to make our college look presentable. Additionally, Trustee Garner was proud of the excellent staff that handles our budget and that we have managed a budget surplus this year which we can all be proud of. He says that we have been operating within budget and are on time with our projects.

- 7) **Approval of Consent Agenda:** Chairwoman Brown asked for a motion to approve the Consent Agenda. The motion was made by Trustee Sutton. It was seconded by Trustees Daniels and the **Motion Carried.**
- 8) **Student Senate Report:** Student Senate President, Aliyah Shaw, introduced the KCKCC Mascot, Blue, to the Trustees. After the introduction, she referred to the timeline of events for the students of KCKCC shared in the August meeting and emphasized that the Executive Team for Student Senate has come together nicely and are currently meeting and working together on their communications plan and their agenda.

Aliyah mentioned the Grocery Bingo that occurred on August 20th. The event catered more to students living in student housing, but there was great participation and Aliyah looks forward to more events that will continue to engage the students in different ways.

She mentioned the Back to School Bash and said there was a great turn out of students despite the rainy weather. There were many activities available, club sign-up, and voter registration was offered. Many staff, faculty, and some administration members, such as Dr. Mosier, Dean Derritt, and Dr. Kremer were in attendance. There were about 15 clubs represented, 20 community exhibitors, and 5 KCKCC departments to engage students during the events. Approximately 450 Blue Devils were in attendance over the course of the event, which ran from 11:00am – 2:00pm.

Aliyah directed the Board members to the Calendar of Events for the students to point out the events occurring this week to include an evening reception with a dessert contest as a welcome back celebration for students attending classes in the evenings and a graduation preparation meeting for students planning to graduate this year.

The first Student Senate meeting of the year had Dr. Mosier and Ms. Amanda Williams from the Learning Commons as speakers. With Amanda, students were able to learn about the new facilities in the Learning Commons and the resources offered there now. Free ice cream was served and club expectations were shared. Aliyah stated that it was nice to finally connect with the students after having prepared for the school year over the summer.

Aliyah mentioned the Student Leadership Institute. It was modeled by Andrica Wilcoxon after the Kansas Community College Leadership Institute, also known as KCCLI. She shared that she believes that KCKCC is the first to have such an institute for students and that this is the third year that the Student Leadership Institute has been active. Aliyah referred the trustees to the small handout that laid out the courses offered for the institute this year. The workshops are designed to support the students in building leadership, relationship, and workforce skills. The institute serves also as an opportunity for students to build their co-curricular transcript, which is a transcript that shows what a student does outside of the classroom with regards to engagement with the school community as well as inside the classroom. In the spring semester, the workshops will be offered as a 1 credit hour class. Another incentive to attend the Student Leadership Institute is free lunch.

Trustee Daniels asked how students get involved in the Student Leadership Institute. Aliyah shared that students may sign up in the Learning Commons and simply begin to attend the workshops. Trustee Ash clarified from the handout that of the 36 workshops, students would need to attend 12 and complete 10 hours of community service to earn the certificate.

- 9) **President's Report:** Dr. Mosier started by saying that we have a terrific student president in Aliyah Shaw. He also mentioned that on a day yet to be announced, he and Aliyah will be doing a Presidential Swap. There will be more information to follow about the Presidential Swap.

Dr. Mosier announced the grand opening of our Veterans Center and invited everyone to visit the center located in Lower Jewell and receive a tour from Mr. Wade Abel.

Dr. Mosier pointed out that we are in week five (5) of the semester and there is quite a bit going on. He shared that for Constitution Day, Dr. Ewa Unoke and the Constitution Day committee brought to campus an incredible performance of the reenactment of the life of Harriet Tubman entitled, "A Triumph of the Spirit." The play was attended by students, faculty, staff, and community members. Voter registration was also offered.

Dr. Mosier also shared that a national website, Zippia, which analyzes public data and reviews job posting

sites announced that KCKCC is ranked as the 6th best place to work in Kansas City. This speaks to the hard work everyone is doing on campus.

Dr. Mosier shared that Emporia State provides a transfer report each year regarding the students from KCKCC that have transferred there. According to the report, there were 81 KCKCC alum to have transferred this year. Dr. Mosier was pleased to share that the average overall undergraduate GPA at Emporia State is 3.10 and the average overall undergraduate GPA for the KCKCC alum is 3.26. This shows the great success of our community college systems as well as what we are doing here at KCKCC.

Dr. Mosier announced that the college is very heavily involved in the preparations for the Higher Learning Commission's accreditation visit in 2020. A steering committee and criterion teams have been created to address each of the five criteria of the HLC standards. Dr. Mosier invited the trustees to participate on the committee and/or criterion teams as their schedules allow. In his invitation, Dr. Mosier shared that there are three areas in particular that Board support and engagement could be most useful. The areas were Criterion 1 – Mission; Criterion 2 – Integrity, Ethical and Responsible Conduct; and Criterion 5 – Resources, Planning, and Institutional Effectiveness. He said that he would send the Board of Trustees to share details about the criterion and seek information about their involvement.

Dr. Mosier shared that KCKCC was approved for continuation of the US Department of Education TRIO grant which provides support for some of our students with disadvantaged backgrounds. Additionally, the total funds allocated to the college increased allowing us to fund 6 additional students. This brings the total to 146 students served in the program this year.

Upcoming events are:

- Thursday, Sept. 27th Deans and Directors of Community and Continuing Education in Community Colleges in Kansas Luncheon
- Friday, September 28th Business West Luncheon; Dr. Mosier will be the keynote presenter.
- Wednesday, October 3rd – Friday, October 5th American Technical Education Association (ATEA) Region 5 Conference; Cliff Smith elected to serve on the ATEA Board of Trustees.

Chairwoman Brown asked for a motion to accept the President's Report. The motion was made by Trustee Criswell. It was seconded by Trustee Sutton and the **Motion Carried**.

- 10) **Marketing & Community Outreach Report:** Ms. Tami Bartunek began with updates about the Family Fund Kick-Off, our annual giving campaign for faculty and staff, which has been going on for a couple of weeks. When the campaign began, approximately two percent of faculty and staff were making contributions. As of September 17th, we are at almost ten percent. Ms. Bartunek applauded the faculty and staff for "jumping in" and getting us off to a great start. In celebration of the giving, we will be having "Family Photos," which the contributors get a Family Fund T-shirt. The first photo will be with Dr. Mosier on Sept. 28th.

Ms. Bartunek said that none of her staff were present at the Board of Trustees meeting this evening because they were receiving a very generous donation of \$25,000.00 from the Lion's Club. Saying that we are honored to receive the donation. Trustee Ash asked if club donating was the local Lion's Club and Ms. Bartunek confirmed that it is.

She continued her report by saying that the social media engagement was up on all platforms – Facebook, Twitter, etc. Ms. Bartunek pointed the Board to a few examples of posts that have gone out this past month.

Lastly, Ms. Bartunek shared that her team is working on a new marketing vertical with the theme, “KCKCC is Everywhere.” In this marketing campaign, the Marketing team will go out into the community and film short commercials with local businesses asking, “Why did you hire a Blue Devil?” They have plans to film with Providence Medical Center, St. John’s Hospital, and Hollywood Casino, to name a few of the businesses that employ KCKCC students/alum. Filming will start in October and commercials are planned to air in the first quarter of 2019. Trustee Sutton commented that she really likes the idea of the commercials and the notion of “KCKCC is Everywhere,” and feels it will bring a lot of exposure to our campus and students. She asked if the commercials would air on specific channels or on all major networks. Ms. Bartunek responded that the commercials will air on Channel 38 - The Spot, our Facebook and Google channels. Trustee Sutton said that she wanted to know so that she may know where to look for it. Chair Brown then added that, with this information, we may know where to tell others to look for the commercials as well.

Chairwoman Brown asked for a motion to accept the Marketing Report. The motion was made by Trustee Daniels. It was seconded by Trustee Sutton and the Motion Carried.

Due to a delayed return, Chair Brown and the Board of Trustees decided to delay the Vice President of Academic Affairs report until Dr. Kremer’s return. She moved forward with the Vice President of Student Affairs report from Dr. Wilson.

- 11) **VP – Student Affairs Report:** Dr. Delfi Wilson opened by sharing the great news of KCKCC having been selected for a one-year pathway pilot with MyMajors. As a recap, she restated that MyMajors is funded by the National Science Foundation and in this study MyMajors will pilot software that will engage students and potential students with a fifteen-minute assessment survey that connects their skills, interests, and abilities with programs that we offer. It will also inform us of programs that potential students are interested in that we may be able to share programs of other schools with which we have partnerships or articulation agreements with. MyMajors will be sending a team to visit KCKCC to work with our IT department to embed the survey and doing some special branding on the mymajors/KCKCC website. Dr. Wilson shared that Student Affairs will be working closely with Student Success Advisors and Admissions department to get feedback. This opportunity is a retention and recruitment strategy that will find useful.

Trustee Daniels congratulated Dr. Wilson on our being selected for the program. He followed by asking how students will find out about the assessment. She responded by saying that one way would be in partnering with Ms. Bartunek and Marketing to get the word out, as well as sending out mass email to share this opportunity with students. Another opportunity Dr. Wilson offered was to share this information in the Freshman Seminar classes. She could speak with the instructors so that they could share it with students. She said that a plan is not yet in place, but she imagined that a few methods of getting the word out to students would be devised in collaboration with academic deans. Trustee Daniels asked if there was any possibility of the pilot being extended for an additional year for more of a longitudinal perspective. Dr. Wilson said that it is a possibility that the study may be extended one year, perhaps at a discounted rate, but there are no guarantees.

Dr. Wilson continued her report by sharing that, as of September 17th, fall enrollment is up about one percent in head count, which translates to about 56 students; the credit hours are also up by about one percent, which is about 97 credit hours.

Dr. Wilson addressed the CCSSE (Community College Survey of Student Engagement) under the “Unfinished Business” by saying that the results from the survey have been returned. She is wanting to share the information after having discussed strategies and devised a plan of action with faculty to address the concerns identified from the survey. Trustee Sutton asked about the Annual Counseling Bill that was passed for students receiving financial aid. The bill when enforced will add an annual interview for the students receiving financial aid. Trustee Sutton asked how this will affect the Financial Aid Office. Dr. Terry came to the podium to address the Board and Trustee Sutton. He said that Student Affairs will partner with Information Services to create a software to support with the annual interviews. The program that Financial Aid is currently using, SALT, will end this term and the new program will follow. Trustee Ash asked what our CFI number is. Dr. Terry clarified that Trustee Ash was referring to our loan default rate. He answered that we are around eleven percent, which is one of the lowest rates in the nation, and are recognized as a community college exercising best practices. Additionally, we partner with the University of Kansas TRIO program where they send out counselors to help students to fill out the FASFA form for financial aid and understanding financial literacy.

Chairwoman Brown asked for a motion to accept the Student Affairs Report. The motion was made by Trustee Daniels. It was seconded by Trustee Sutton and the Motion Carried.

- 12) **VP – Academic Affairs Report:** Chair Brown stated that we would return to the report for Academic Affairs as Dr. Kremer has returned. Dr. Kremer offered his apologies and shared that he would like to introduce two new deans in Academic Affairs. The first is Chef Cheryl Runnebaum, Dean of Technology and Workforce Development and he invited her to share about her first few days in her new position. Ms. Runnebaum said that it is quite an honor and appreciates the trust that everyone has in her to do the job. She shared that she’s been attending meetings and making plans for the future. She is excited for what is to come.

Dr. Kremer, then, introduced Ms. Cecelia Brewer, Dean of Assessment and Academic Support. He shared that she comes to us from the University of Central Missouri. Ms. Brewer said that she is very happy to be here and feels blessed to have the team of action-minded individuals dedicated to student engagement and success that she has in her area. She says she is ready to get things moving and is, again, happy to be here.

Dr. Kremer returned to the podium to share that he and Dr. Mosier met with Family Conservancy regarding the childcare center with plans to move forward. This information was not included in his report because it occurred today. Additionally, he has been working on the assurance arguments for HLC and building the Learning Spaces Taskforce. Last week, Dr. Kremer attended the U.S.D.B. graduation ceremony, where 44 student inmates received certificates and apprenticeships. Three inmates completed their barbering instruction apprenticeships. Dr. Kremer shared that each of the apprenticeships were over 2,000 hours of study. He also shared that KCKCC is looking to expand the programs offered to include welding, culinary, CAD, wood shop and office assistant.

Trustee Daniels asked about our enrollment statistics for GED and ESL programs. He wanted to know if we were increasing enrollment or remaining the same. Dr. Kremer asked to defer the question until the next meeting so that he may bring data from the last four to five years regarding those programs. He said that we are filling the spaces offered and continuing to work in concert with El Centro in offering the Spanish GED classes.

Trustee Garner asked if more details could be shared from the meeting with Family Conservancy and Amazon about the child care center. Dr. Mosier offered that we are having conversations with the aim of bringing our child care center back on line around fall 2019. There are a couple of business entities we are looking to partner with who could also benefit from the center, one of which being Amazon due to work schedules and cost. Additionally, talking with Family Conservancy with their “Start Young, Start Strong” grant program regarding ways we may be able to partner with them. In the next couple of weeks, we are looking to have timeline for possible fall 2019 start.

Trustee Sutton asked in light of the discussion of a possible articulation agreement with Emporia State, do we still have the 2+2 program with Emporia. Dr. Kremer answered that we do have that program, however many of the classes are held at Johnson County Community College and this new agreement would look at having more classes offered here in conjunction with USD 500. The program focuses would be elementary education and teaching certification. Dr. Kremer would like to see this program also working in partnership with Donnelly College, who has recently had an elementary education bachelor’s degree approved. Chair Brown asked for follow up regarding the development of this program and partnerships. Dr. Kremer agreed.

Chairwoman Brown asked for a motion to accept the Academic Affairs Report. The motion was made by Trustee Daniels. It was seconded by Trustee Ash and the **Motion Carried.**

Trustee Daniels addressed Chair Brown and the Board to ask an additional question of Dr. Wilson. Chair Brown asked Dr. Wilson to return to the podium for the question. Trustee Daniels asked about the significant increase in students asking for aid for disabilities this year, going from twenty-four to eighty-three over the past year. He said he believes it is great that we are serving so many and is curious what may be contributing to more students receiving services. Dr. Wilson responded by saying that she believes the increase is due to our letting students know that the services are available and encouraging student to self-identify. Dr. Shawn Derritt was invited to the podium and added that the Student Success Counselors are going into the high schools and communicating with their counterparts in the high schools as well as meeting with the students so that they know we are here when they arrive. Dr. Derritt also believes that the increase is in part due to the change of the name of the department from “Student Disability Services” to “Student Support and Accessibility Services” which makes the office and services provided more accessible to all students as opposed to only students who identify as having a disability.

- 13) **Information Services Report:** Mr. Peter Gabriel began by saying that his team have finished the second implementation and installation of desktop computers to KCKCC. This brings the total to two-hundred and fifty-five new desktop computers to KCKCC. About fifty-five of the computers went to TEC to the Auto Tech Lab and twenty-five went to Leavenworth. Mr. Gabriel thanked his team for deploying the computers in such a short span of time – within the week of their arrival. He shared that in light of the number of projects they have going on simultaneously and the team being a small group, they are doing an excellent job. Mr. Gabriel also wanted to thank Mr. Randy Royer, Director of Media Services, for his

and his team's hard work and dedication in setting up and streaming for the Board of Trustee meetings. He then invited questions from the Board. With that, Trustee Criswell asked, in observing the Help Desk Ticket report, the hours of the Help Desk. Mr. Gabriel answered that the Help Desk is open Monday through Friday, from 7:30am to 8:00pm and on Saturday, from 7:30am to 2:00pm.

Chairwoman Brown asked for a motion to accept the Information Services Report. The motion was made by Trustee Ash. It was seconded by Trustee Sutton and the **Motion Carried.** Chair Brown expressed the Board's gratitude for the work that Mr. Gabriel is doing.

- 14) **Human Resources Report:** Ms. Christina McGee greeted the Board and shared that the Human Resources department continues to work on the initiatives mentioned at last month's meeting – the compensation structure, developing policies, and the hiring process. A few new initiatives that they are working on are revamping our new employee orientation so that we better on-board our employees and working with supervisors in on-boarding new employees so that the process continues as employees at acclimated to the KCKCC culture. Ms. McGee also shared that they are working on an initiative for supervisor training to provide resources, training, and best practices information. A draft for the training in is the works with plans for implementation in March 2019.

Lastly, in addition to improving the survey for exit interviews for employees when they are leaving, Ms. McGee is looking to implement "Stay Interviews" for employees, after a 30-day period, to learn how they are doing, areas where we can improve, as well as what we are doing well. She concluded by asking the Board for any questions.

Trustee Criswell asked if the supervisor training and materials would be facilitated in-house or if an outside entity would be supporting. Ms. McGee responded that the training and materials would be developed in-house.

Chair Brown expressed that she believes the supervisor training is an excellent idea because people often assume that supervisors know what to do.

Trustee Garner asked, regarding the exit and stay interviews, what the complaint process consists of. Ms. McGee responded that should a complaint be made in an exit or stay interview, the Employee Relations Manager or Ms. McGee would follow up with the employee to get details of concern and then follow up and address the concern. A specific policy or process has not yet been developed, but the concern would be addressed as she shared.

Chairwoman Brown asked for a motion to accept the Human Resources Report. The motion was made by Trustee Criswell. It was seconded by Trustee Sutton and the **Motion Carried.**

- 15) **Finance and Administrative Report:** Mr. Michael Beach shared that we are currently undergoing our annual audit this week. He celebrated that, despite the challenges with the weather, the Amino Brothers completed the resurfacing of the parking lot just two days after school started.

Mr. Beach shared that we have renewed our agreement with KCATA for two years. This new agreement has a fixed price amount so it will not increase next year and it only when up a couple thousand dollars more than previously. The college decided to absorb the additional costs into the budget instead of

passing it on to the students.

The bookstore continues to do great with an overall increase in sales this semester. Although there was an increase in sales, there was a decrease in costs for students as more books were rented for students this semester, with a savings for students of \$17,600 this fall.

Mr. Beach shared that the Buildings & Grounds department continues to stay busy with the remodels and offices on campus. The new deans' offices were recently completed. The parking lot has been completed. The light poles for the parking lot are being outfitted with cameras and wiring for surveillance.

The Veterans Center is almost complete as well as the remodel of Learning Commons. New lighting is being added to the Athletics facilities.

Mr. Beach shared that our Police Department have hired two new officers whom we look forward to joining our forces upon graduation. Additionally, the Police Department extended their hours and did a wonderful job in supporting with the efforts of Welcome Back festivities and activities.

Mr. Beach reintroduced Mr. Cliff Smith, Assistant Chief of Facilities Management. He shared that Mr. Smith's role has been expanded from operations at TEC to campus-wide operations. Additionally, he has been asked to be responsible for risk management on campus. Mr. Smith is serving on the Strategic Planning Committee and will be spearheading the facilities management and planning with regard to the Strategic Plan. Mr. Beach invited any questions from the Board.

Trustee Criswell began with a question regarding Mr. Smith's role of risk management and whether that role expansion would also include business continuity and disaster recovery. Mr. Beach replied that the business continuity and disaster recovery would be a joint effort between Facilities Management, IT, Finance, and Public Safety. Mr. Smith would lead the effort.

Trustee Criswell followed with a question about when the last business continuity and disaster recovery test was last conducted. She prefaced to say that the question could be answered next meeting if necessary.

Trustee Ash asked about additional training and certification for Mr. Smith in his new role. Mr. Beach responded that additional training is an on-going conversation but that he is not aware of any additional certifications that Mr. Smith needs at this time.

Trustee Sutton commented on a job well done by Buildings and Grounds and everyone who contributed to transforming the Veterans Center into the beautiful space that it is. A congratulations and applause were extended to Mr. Jeff Sixta and staff by the Board for a job well done.

Trustee Garner asked for an update regarding the KCKCC marquee signs. Mr. Beach said that the signage request went through a zoning hearing in which it was passed. Now, we are working through the process of getting the signs started.

Trustee Garner followed with a request for an update to the Board about the state of the budget and the surplus. Mr. Beach said that the surplus is largely due to all departments at the college managing their budgets well. He clarified that we are looking at about a two-million-dollar surplus. The surplus will be separated into different reserves of which specific amounts are yet to be determined.

Trustee Garner asked if there was any huge budgetary impact due to the Woodlands Appeal. Mr. Beach answered that Ms. Marie Branstetter is researching the answer for that question.

Trustee Criswell asked about any savings or projected savings as a result of the VFD Technology. Mr. Beach invited Mr. Jeff Sixta to the podium to answer the question. Mr. Sixta answered that we do not currently know what any projected savings will be presently. The units that are being replaced were at end-of-life. Trustee Criswell clarified that the fourteen units that are being replaced would be replaced with the VFD technology and Mr. Sixta confirmed.

Chair Brown asked if Mr. Sixta could address the topic of the VFD Technology listed in the New Business section.

- 16) **New Business:** Mr. Jeff Sixta continued that the VFD units ramp up slowly and adjust speed throughout the day to conserve energy and manage temperature. They are made by a company called ABB. The company will provide us with a total of 14 units. Currently, we have eight units installed. Over the next year or two, Mr. Sixta and his team will look at the units we have and how they are performing and replace units as necessary.

Chair Brown asked for a motion to accept the Financial and Administrative Report. Trustee Garner moved to approve. Trustee Sutton seconded and the Motion Carried.

Dr. Mosier expressed his thanks to his team for all of the amazing work going on with the multitude of projects. He went on to share about the Strategic Planning Timeline which will run from 2020 to 2023. The year 2023 will be KCKCC's Centennial year. Dr. Mosier extended thanks to Ms. Bartunek for the work she and her team did to create the timeline. He invited the Board to review and provide any feedback regarding the timeline. To provide additional information for the conversation, Dr. Mosier shared that the aim was to develop a plan from the grassroots of our organization up through the administration and Board. In doing so, there will be many forums for students, faculty, staff, the public, and the Board is invited to participate as well to share information to be considered for the Strategic Plan. The data will be gathered and taken to the steering committees for review. For shared governance, the data will be shared with the senates of the college. At mid-year a draft will be submitted to the Board, at the December Board meeting.

In the spring, at Spring Convocation, where we are with the Strategic Plan will be shared and we will break into groups to discuss the strategic priorities, goals, and initiatives and introduces measures. Dr. Mosier asked if there were any questions regarding the timeline as well as the Board's approval with or without edits.

Trustee Criswell asked for clarity regarding Dr. Mosier's mention of seeking feedback from other community colleges regarding our Strategic Plan. Dr. Mosier clarified to say that the development of the Strategic Plan began with fifteen groups comprised of faculty and staff to discuss the mission and vision for KCKCC. The information gathered there was given to the Steering Committee and the Cabinet for refinement into cohesive statements for the Strategic Plan.

Trustee Daniels asked about the six to eight priorities for November 16, 2018. Dr. Mosier shared that after the data is collected from the different groups, the Steering Committee will come up with six to eight priorities. The President's Cabinet will further refine down to four or five priorities. The goal is to have a

four by four by four model, beginning with four overarching goals.

Trustee Daniels shared that he hopes that we can advertise and get some real involvement from the community which has been a challenge in the past. Trustee Ash followed to ask if the student and community forums that had already passed on the timeline conducted. Dr. Mosier affirmed that the forums had been conducted and there will be more to come. He shared that depended upon the time and location, attendance has varied.

Trustee Daniels asked Dr. Mosier if he was looking for approval of the timeline. Dr. Mosier said that he was. Trustee Daniels moved to approve the Centennial Path Timeline. Trustee Sutton seconded and the **Motion Carried**.

17) **Executive Session:** Chair Brown announced that there would be no Executive Session.

Trustee Ash offered a comment about how impressed he is with the programs and grounds at the Pioneer Campus. He shared that he recently had the opportunity to speak there was pleased with what we are offering there. The campus was clean, neat, and looked very good; the energy was enthusiastic.

Dr. Kremer shared that the orientation for Saturday Academy is currently happening downstairs. Chair Brown asked the date that Saturday Academy begins. Dr. Kremer offered October 6th and he offered that he would send the dates to the Board.

Trustee Daniels thanked everyone for attending the meeting in the evening.

Trustee Ash moved to adjourn the meeting. Trustee Garner seconded and the **Motion Carried**.

The meeting of the Board of Trustees adjourned at: 6:26 P.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 October 16, 2018

CONSENT AGENDA – Item # B.

1. Approval in the amount of \$29,850.00 to **Dell Marketing LP** for computer system for 30 computers and 30 - 24” monitors at TEC. Requested by Carolyn Jaqua.
2. Approval in the amount of \$182,000.00 to **Anax Development, LLC** for parking lot renovations at Health Professions, CEB, Jewel drive and service drive and curbs. Requested by Cliff Smith.
3. Approval in the amount of \$45,986.00 to **P1 Group, Inc.** for annual infrastructure inspection and renewal contract. Requested by Cliff Smith.
4. Approval in the amount of \$14,961.00 to **Design Mechanical** for new compressors plus one-year labor and parts. Requested by Cliff Smith
5. Approval in the amount of \$12,294.00 to **Official Payments Corporation** for KCKCC credit card processing. Requested by Marie Branstetter.
6. Approval in the amount of \$16,500.00 to **Ad Astra Information Systems, LLC** for scheduling software. 24/7 software support keeps information about class and event scheduling taking place at KCKCC. Requested by Peter Gabriel.
7. Approval in the amount of \$10,961.32 to **Security Bank of Kansas City** for interest on COP (Jewell bldg.). Requested by Marie Branstetter.
8. Approval in the amount of \$10,759.66 to **McAnany, Van Cleave & Phillips, PA** for service rendered (1/12 of annual flat fee plus miscellaneous services). Requested by Michael Beach.
9. Approval in the amount of \$15,778.95 to **ProQuest LLC** for Renewal of ProQuest Central. ProQuest is one of the main databases used for research electronically by Library Services. Requested by Dean Cecelia Brewer.

10. Approval in the amount of \$110,341.94 to **Security Bank of Kansas City** for interest on COP Sr. 2014 (1534311 & 1534312). Requested by Marie Branstetter.
11. Approval in the amount of \$17,661.00 to **KJCCC** in payment to athletic officials. Requested by Athletic Director, Tony Tompkins.
12. Approval in the amount of \$28,050.00 to **Assessment Tech Institute, LLC** for ATI Nursing Testing. Requested by Dean Dr. Tiffany Bohm.
13. Approval in the amount of \$22,824.00 to **Novak Birks PC**. This is for our annual financial statement audit. Requested by Mike Beach.
14. September bills totaling \$4,848,671.64 includes August VISA bills of \$206,454.14.

***Bovard Insurance** was previously approved by the Board. The following amounts need ratification.

- **Bovard insurance Group** – Employers Mutual Casualty \$38,562.00
- **Bovard Insurance Group** - Athletic Accident Policy \$56,605.00



HUMAN RESOURCES REPORT

October 16, 2018

Consent Agenda - # C.

SEPARATIONS/INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
Resignation	Earls, Nick E.	PT Lab Assistant/ Auto Tech.	Automotive Technology	Technology & Workforce Development	05/14/18
Resignation	Thompson, Rita	Clinical Adjunct-RN	Nursing	Health Professions	10/12/18

RECOMMENDATIONS/APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE	RATE OF PAY
Additional Position	Davila, Breanna	Adjunct-Culinary Arts	Culinary Arts	Technology and Workforce Development	10/08/18	\$783.00 per credit hour
Additional Position	Reyes, Nicole	Adjunct-Culinary Arts	Culinary Arts	Technology and Workforce Development	10/08/18	\$783.00 per credit hour
Additional Position	Siddaq, Shah	Adjunct Instructor Cist	Computer Information Services Technology (CIST)	Technology and Workforce Development	08/13/18	\$783.00 per credit hour
Interim Position	Allen, Risala	Interim Executive Coordinator to the President	President's Office	President's Office	07/23/18	\$60,416.20 annually
New Hire	Abramov, Erik	Part-Time Professional Math Tutor	Learning Resource Center	Information Services	09/24/18	\$14.42 per hour
New Hire	Adell, David	PT Lab Assistant-Paramedic	Emergency Medical Education	Health Professions	10/01/18	22.62 per hour
New Hire	Goldsmith, Derrian D.	Part-Time Lab Assistant EMT	Emergency Medical Education	Health Professions	10/01/18	\$17.08 per hour
New Hire	Hoefgen, Sheaffer	Part-Time Lab Assistant EMT	Emergency Medical Education	Health Professions	10/01/18	\$17.08 per hour

New Hire	Patterson, Jennifer	PT Lab Assistant-Paramedic	Emergency Medical Education	Health Professions	10/01/18	22.62 per hour
New Hire	Royer, Zoe	PT Lab Assistant-Paramedic	Emergency Medical Education	Health Professions	10/01/18	22.62 per hour
New Hire	Willmon, Carrie A.	Part-Time Lab Assistant EMT	Emergency Medical Education	Health Professions	10/01/18	\$17.08 per hour
Promotion	Boorem, Carrie	FT-Academic Advisor- Health Profession	LPN/ C N A	Health Professions	09/17/18	\$59,768.68 annually
Promotion	De la Cruz, Maria	FT- Custodian	Buildings and Grounds	Finance and Admin.	10/01/18	\$14.79 per hour
Promotion	Fracul, Philip	FT- Lab Assistant - Building and Property Maintenance	Building and Property Maintenance	TEC	09/24/18	\$23.31 per hour
Promotion	Jacques, Dennis	FT-Lab Assistant – Auto Collision Repair	Auto Collision Repair	Technology and Workforce Development	10/01/18	\$23.74 per hour
Promotion	Johnson, Sekou	FT-Lab Assistant-Automotive Technology	Automotive Technology	Technology and Workforce Development	10/01/18	\$22.50 per hour
Promotion	Weaver, Jennifer	FT-Administrative Assistant- Nursing	Office of the Dean-Health Professions	Health Professions	09/16/18	\$39,500.00 annually

**KCKCC BOARD OF TRUSTEE MEETING
PIONEER CAREER CENTER – 9:00 A.M.**

**AMENDMENT
TO THE CONSENT AGENDA OF 10/16/2018**

Item # C – Personnel Items

New Hire	Sigmon, Amy L.	Coordinator and Veterans (VA) Certifying Official	Military & Veteran Student Services	Enrollment Management	10/15/18	\$45,000 annually
New Hire	Maxwell, Tyra D.	Clinical Adjunct- RN	Nursing	Health Professions	10/15/18	\$20.00 per hour



Foundation, Marketing and Outreach

Board of Trustee Report October 2018

- Family Fund now has 64 people, 11.03% of faculty and staff. Sharon spoke to staff senate Monday about the campaign, Dr. Mosier has been communicating about it, and some departments have challenged each other to see who can get more of their employees to sign up.
 - Chiefs tailgate was 10/7, we had 46 signed up, weather was rainy, but we still had about 25 people attend. We have sold 79 tickets or \$790 for the five games in our package. The Chiefs have over 700 unique codes for non-profits, the Foundation is in the top 20% of sales.
 - HOAPF – Heart of America Patriot Foundation made a donation of \$2,500 for scholarships.
 - Lion's Club of Wyandotte presented a check for \$25,000 for a donor restricted scholarship.
 - Save the date! Hall of Fame date is April 27, 2019. Sponsorship forms are finalized, Sharon has started dropping off materials to past sponsors.
 - Sharon is working on scrubbing and combining lists now for a large mailing to all past and potential sponsors and auction donors. We also have a list of all our vendors at KCKCC.
 - We are working on a video and campaign for #GivingTuesday coming up on November 27th. It will feature alumni, faculty, staff, board member, students, and center around why they are thankful. There will be a whole social media campaign around this.
-
- The woman's Chamber of KCK will hold the annual Purses with a Purpose Scholarship Fundraising at TEC 1 on Oct. 18th.
 - Domestic and International Vice Presidents from ABB visited the campus, met Dr. Mosier and toured the facility to see their equipment installed.
 - KCKCC hosted the annual meeting for Business West on Sept. 28th. Approximately 100 local individuals attended. Dr. Mosier presented the key note and Tami Bartunek closed with an ask for scholarships.
 - Congressman Yoder visited campus and had a tour with Dr. Mosier and members of the President Cabinet.



KCKCC was happy to attend the @KCKChamber's Legislative meeting this morning! #kckccproud #wyco



9:32 AM · 14 Sep 2018

4 Retweets 5 Likes



Unsure about the next path to take after graduating from KCKCC? Map out your transfer plan & visit with more than 40 colleges and universities at the Transfer Fair Oct. 9. #BlueDevils #TransferFair #WednesdayWisdom



10:27 AM · 26 Sep 2018

1 Retweet 10 Likes



Kansas City Kansas Community College

Published by Kelly Evenson Rogge · September 19 at 10:32 AM

KCKCC is excited for the opening of the new Veterans Center, which celebrated its Grand Opening Tuesday afternoon. The new KCKCC Veterans Center will provide active duty military, veterans and military dependents with the resources, tools and services needed to help them achieve educational success. To read more about the Veterans Center visit <https://bit.ly/2NTUqjD>.



Performance for Your Post

2,261 People Reached

103 Reactions, Comments & Shares

78 Like 34 On Post 44 On Shares

13 Love 8 On Post 5 On Shares

4 Comments 2 On Post 2 On Shares

8 Shares 8 On Post 0 On Shares

371 Post Clicks

152 Photo Views 7 Link Clicks 212 Other Clicks

NEGATIVE FEEDBACK

1 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts


Post Details

Video

Post

Shares

See metrics for all videos



Kansas City Kansas Community College...

Big thanks to Fox 4 for coming out this morning to talk about KCKCC's new Veterans Center! Ribbon cutting is at 4 pm today in Lower Jewell #KCKCCProud #Veterans

1:25 · Uploaded on 09/18/2018 · View Permalink

Performance for Your Post

Minutes Viewed

285

3-Second Video Views

708

10-Second Video Views

313

Average Video Watch Time

0:12

Audience Retention


Audience and Engagement

Insights are recorded in the Pacific Time Zone and may not reflect the most recent data.

Create Post With Video

Edit Post

Boost Post




Kansas City Kansas Community College




Published by Kelly Evenson Rogge · 171 · September 25 at 3:33 PM ·

KCKCC was pleased to have KSHB-41 on campus this afternoon working on a story about Josh Doughty and the "Filling the USA Skills Gap One Warrior at a Time" program. Josh is KCKCC's first soldier to enroll and is in the welding program.

This innovative partnership between the United States Army and KCKCC allows enlisted service members to spend their final 16 weeks of active duty getting trained in a technical program in which there is a huge shortage of skilled labor. These programs include Welding Technology, Commercial and Residential Equipment Technology, Heating and Refrigeration Technology and Machine Technology.

KCKCC is pleased to be a part of this wonderful program that is benefiting our military services members as well as addressing the growing shortage of skilled labor. #KCKCCProud





+9

Performance for Your Post

1,735 People Reached

86 Reactions, Comments & Shares

63 Like

35 On Post

28 On Shares

10 Love

7 On Post

3 On Shares

2 Comments

2 On Post

0 On Shares

12 Shares

12 On Post

0 On Shares

310 Post Clicks

127 Photo Views

0 Link Clicks

183 Other Clicks

NEGATIVE FEEDBACK

1 Hide Post

0 Hide All Posts

0 Report as Spam

0 Unlike Page

Reported stats may be delayed from what appears on posts

×



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kansascitykscc • Follow

kansascitykscscc Fun at the KCKCC Black Out
Lady Blue Devil Volleyball Game Tuesday
night. Good luck KCKCC volleyball in Florida
this weekend! #hornsup #kckcc #bluedevis
#volleyball #kckccproud #athletics
#bluedevilpride #onthehunt
#unleashthebluedevis #gobluedevis



34 likes

SEPTEMBER 5

Log in to like or comment.



KCKCC was pleased to attend the @KCKChamber's Congressional forum Friday afternoon. @RepKevinYoder was the speaker for the the event! #kckccproud #wyco



12:54 PM - 21 Sep 2018

11 Retweets 27 Likes



9 11 27 ill



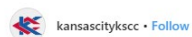
kansascityksc KCKCC is excited for the opening of the new Veterans Center, which celebrated its Grand Opening Tuesday afternoon. The new KCKCC Veterans Center will provide active duty military, veterans and military dependents with the resources, tools and services needed to help them achieve educational success. To read more about the Veterans Center visit <https://bit.ly/2NTUqjD>. #bluedevis #kckccproud #wecreateourfuture #veterans #veteranscenter #studentservices #kckcc



27 likes

SEPTEMBER 20

Log in to like or comment.



kansascityksc Global vice presidents from ABB Finland are on the KCKCC campus today touring the installed drives the company recently donated to the college.

ABB donated a variety of HVAC packaged offerings built around their new flagship ACH580 VFD, which will be tested and evaluated on the college's HVAC systems. VFDs provide critical energy savings for modern HVAC units by controlling pressure, based on system demand.

KCKCC is proud to be part of evaluating this exciting new technology! #KCKCCProud #WeCreateOurFuture #bluedevis #kckcc #communitycollege #technology #community #hvac #tech



19 likes

SEPTEMBER 25

Log in to like or comment.

Twitter

Month	Followers
July	1,925
August	1,946
September	1,963

Twitter Impressions

July	46,900
August	69,600
September	68,200

Facebook Likes

Month	Likes
July	7127
August	7195
September	7244

Facebook Post Reach

Month	Post Reach
June	64,062
July	53,126
August	55,459

Social Media Traffic to Website – September 2018

Source	September 2018 Sessions	September 2017 Sessions	Sep 2017 vs 2018 Difference	August 2017 Sessions
Total	630	498	40%	962
Facebook	630	481	31%	898
Twitter	59	9	555%	51
Pinterest	1	0	-	5
Instagram	5	0	-	3
LinkedIn	1	0	-	1

Notes: A user is based on a unique identifying number Google assigns a visitor to our website. A session is a length of time the user interacts with the website.

Top Landing Pages from Social Media

Landing Pages	Sessions
Heath Professions Division Page	56
Commercial and Residential Equipment Technology Certificate Page	40
Degrees and Certificates	16
Directory	14
New Veterans Center Press Release	12

Notes: The college website homepage saw 454 sessions.

VPAA Board Report October 2018

VPAA Office

- Thanks to Associate Chief of Facilities--Cliff Smith and his team for hosting the ATEA Regional Conference, 'Racing to Success' at the TEC.
- The college received a collaborative \$3 Million, 5-year US Department of Education Grant, KSTEP-UP. The grant is a collaboration for increasing the number of highly qualified teachers to serve underrepresented students and their communities. Kansas State Department of Education KSU College of Education (KSUCOE), KSU College of Arts and Sciences (KSUAS), Kansas City Kansas Community College (KCKCC), Seward County Community College (SCCC), USD 500 Kansas City Kansas Public Schools (KCKPS), and USD 480 Liberal Public Schools.
- The Saturday Academy received a \$200,000 grant from the Kauffman Foundation for our programming.

Academic Support and Assessment, Cecelia Brewer Center for Teaching Excellence

- The CTE held a lunch and learn on 10/4 from 12:30-1:30 with pizza and the screening of 2 webinars: the Magna "Monday Morning Mentor" series, "How can the 3 C's of design enhance students' online performance?" additionally a NISOD webinar, "Keep Students engaged" was also presented.
- Contact with KCKCC Faculty since 1/2017 to 10/2018
- Provided multiple one on one training opportunities for faculty and staff on a variety of areas of Blackboard, including instructors from Main Campus, Tech Center, and Pioneer Center.
- Provided support for over 223 call, tickets, emails and walk-in support request for the month of August.
- Completed 2 video and interactive support projects for students, faculty and staff regarding Blackboard and other supported tools to provide proactive support needs.
- Created training materials for Using FlipGrid in Blackboard.
- Two staff member attended the Online Learning Consortium Collaborate regional conference on Accessibility.
- Scheduled 12 training and support opportunities across all three campuses in August.
- Implemented Respondus Lockdown browser within Blackboard. IT is installing the instances of the browser on student use computers.
- Made changes to the Student Title IX Training and made it available to students.
- One staff participated in hiring committee work.
- Continued with assisting 2 different departments in requests for textbook integrations. This resulted in multiple communications and support calls. Have received many more calls this year for textbook issues related to integration within the LMS. Lack of communicating from Bookstore and Academic Departments continue to be becoming more of an issue as digital textbook utilization expand
- Continued to expand and grow externally available blog for Online Support to provide access to faculty and students on the free WordPress site.

- Participated in the Instructional Technology Council taskforce on Web Accessibility. The ITC is a part of the American Association of Community Colleges and are part of two subgroups-Getting Started and Risk Factors. This is an ongoing monthly commitment.
- Participated in Kansas Blackboard Users Group, Colleague2Colleague Steering Committee.
- Achieved 658 hours of Tegrity video views with 2,592 individual views for month September 2018.
- Scheduled 9 Training and 3 Open Lab staffed for walk in support across all three campuses for later part of September 2018.
- Are evaluating three class capture vendor.
- Provide 8,154 minutes and 27 sessions on Zoom Webinar tool.
- Have been participating with Tutoring to implement Tutor.com.

Social and Behavioral Sciences & Public Services, Cleon Wiggins

- K-State grant funding for the KSTEP-UP project and KCKCC will be a recipient of some of those funds for Dr. Nair's elementary education program.
- Dr. Nair and I will meet with representatives of Emporia State next week to discuss a seamless pathway for USD 500 students to obtain their Bachelor's degree starting in the high school, coming to KCKCC then finishing at Emporia State.

Division of Math Science and Business Technology, Dr. Curtis Smith

- **Biology Dept.:** Zulma Perez-Estrella received the *Women in STEMM Education Award* at the 5th Annual **Central Exchange STEMM Awards** (September 27th) for her concurrent partnership teaching in our bio manufacturing certificate program.
- **Business Dept.:** One of our Enactus students was accepted into the 2018-19 Mellon Enactus Student Fellows Program.
- **Exercise Science & Wellness Center:** Rob Crane of the Wellness Center attended the NAACP banquet described below to represent the college on 9/15. Our table was photographed and we were included in the KCK News for Week 9/21-9/27 of the local newspaper "The Call".

Health Professions, Dr. Tiffany Bohm

- Our division is challenging the Arts, Communications and Humanities division to see who can have the greatest percentage of participation in donating to the KCKCC Family Fund.
- Mortuary Science has been asked to host and have their students participate in a virtual job fair with National Independent Funeral Homes.
- Registered Nursing has their first on-site meeting with Donna Ignatavicius on October 15-16. They will be working on selecting concepts for their new curriculum and engaging in a day-long test writing workshop.
- Registered Nursing has an onsite visit from KSBN on October 22-23.
- We are working with Peter Gabriel and Michael Beach to refresh the simulation lab as the technology is out of date and beginning to breakdown to the point where it can no longer be repaired.

- Construction at the Fire Science building is underway and will bring nice updates to the restrooms, classrooms and offices.
- Physical Therapist Assistant will be hosting a KPTA Town Hall meeting in November for students and local clinicians to learn about what is going on in the profession.
- Respiratory Care is entering an articulation with University of Mary to provide another Bachelor degree completion opportunity for our RT graduates.

Technology and Workforce Development, Cheryl Runnebaum

- Efforts have begun to pilot a mentorship program for night adjunct. The goal is to prepare industry personnel for teaching and bridge the morning and night-time programs together to insure continuity.
- TEC hosted our first middle school event this past Sept. 25th for the 2018-2019 school year. For the AM session we hosted 200 - 7th grade Basehor Middle School students. For the PM we hosted 140 – 6th grade Eisenhower Middle School students.
 - Next Event is Tuesday, Oct. 16th. We would love to invite any board member to attend.
- Many programs from TEC were represented at OATC Career night.
- CAD entered into a new relationship last night with Dr. Dan Desko. He presented at our evening class about a rich history of the B-25 plane factory located in the Fairfax area of KCK during WWII on the site where General Motors now sits. Our goal is to collaborate not only allowing students and community to learn more about our community contributions to the WWII effort but also to develop a museum dedicated to those fighting from the home front. We are also looking at getting students involved with the maintenance and restoration of the iconic B-25 air planes by recreating drawings and hopefully fabricating parts and displays for the museum and planes still in service. This is a unique opportunity to help retell the story of how our community shaped the war effort for future generations to enjoy.
- On 10/5/18 TEC represented programs at the Wyandotte High School Trade Expo.
- TEC welcomed BNSF into the Electrical Technology program. This generated at least 2 job opportunities for electrical students at over \$30 hourly.
- Hosted the September Career Pathways Consortium meeting; this group includes our career and technical education high school partners from Wyandotte and Leavenworth counties.
- Hosted the Non-Traditional Student Networking Group on October 2; this group provides support to the female TEC students who attend a program that trains for an occupation that is comprised of 25% or less female workers. The goal is to increase retention and completion for these female students, which supports the Perkins core indicator goals 5P1 and 5P2.
- Attended a webinar presented by the DC law firm of Brustein & Manasevit entitled “Perkins V: Where We Are and Where We’re Going.” This webinar discussed the new Perkins CTE Act changes, how they will affect CTE programs, and what to expect from Congress and the White House moving forward.
- Attended a webinar presented by the National Alliance of Partnerships in Equity entitled “Overview of Equity in Perkins V.” This webinar discussed the new and retained provisions that support access, participation, and success of special populations.
- Attended a KBOR workshop entitled Perkins V Transition Planning w/postsecondary institutions. A crosswalk of the changes from Perkins IV to Perkins V was presented and how those changes will affect the local Perkins application and spending plan.
- Attended the Kansas Council of Deans and Directors of Continuing Education & Community Service meeting hosted by KCKCC. Chastity Troxel, Registered Apprenticeship Assistant Program

Manager with the Kansas Department of Commerce presented information about registered apprenticeships.

- Participated in a Perkins Grant Management Refresher workshop hosted by KBOR.
- Attended the 2018 Workforce Innovation and Opportunity Conference hosted by KBOR/KDOC/KDCF; the theme is Building Partnerships to Address the Future of Work.

Curriculum Changes for Academic Policies—For Submission to KBOR

Fire Science AAS - Program modification

The changes to this program are necessary in order to comply with the Kansas Board of regents requirements for state alignment and to be recognized as a Fire and Emergency Services Higher Education Program of Fire Science through the U.S. Fire Administration. The program changes include the following:

Course modification

FRSC-0100 – Firefighter I – increase in credit hour from 3 to 4

FRSC-0101 – Fundamentals of Fire Prevention – course name change to Fire Prevention – 3 credit hours

FRSC-0113 – Building Construction Fire Service – course name change to Building Construction for Fire Protection – 3 credit hours

FRSC-0117 – Fire Protection Equipment Alarm Systems – course name change to Fire Protection Systems – 3 credit hours

New Courses:

FRSC-0112 - Fire Protection Systems - 3 credit hours

FRSC-0114 – Fire Behavior and Combustion – 3 credit hours

FRSC-0116 – Principles of Emergency Services – 3 credit hours

FRSC-0204 – Principles of Fire and Emergency Services Safety and Survival– 3 credit hours

Board of Trustees Report
Student Affairs
October 2018

STUDENT AFFAIRS

DR. DELFINA WILSON, VICE PRESIDENT OF STUDENT AFFAIRS

ENROLLMENT MANAGEMENT - DR. STEPHEN TERRY, DEAN

Enrollment numbers were provided by Institutional Effectiveness on October 9, 2018

- Overall Fall 2018 headcount and credit hours compared to the overall same day Fall 2017 is up less than one percent at 0.78% increase for head count and 0.24% increase in credit hours.
- High School enrollment is up 3.08% (28 students) in head count and 3.69% (183 credit hours) in credit hours.
- Main Campus enrollment is up less than one percent in both head count and credit hours, 0.49% and 0.51%, respectively.
- Online enrollment is up 6.45% (117 students) in head count and 7.45% (717 credits) in credit hours.
- TEC enrollment is up less than one percent in both head count and credit hours, 0.35% and 0.65%, respectively.
- Pioneer Center enrollment is down -11.25% (44 students) in head count and -3.07% (90 credits) in credit hours.

10/9/2018	Tuesday		10/9/2017	Monday			
Campus	Head Count	Credit Hours	Campus	Head Count	Credit Hours	Head Count Percentage Difference	Credit Hours Percentage Difference
BL			BL	214	816	-100.00	-100.00
FRSC	55	366	FRSC				
HS	936	5,138	HS	908	4,955	3.08	3.69
MC	3,066	23,469	MC	3,051	23,351	0.49	0.51
OC	339	834	OC	361	751	-6.09	11.05
OL	1,932	10,340	OL	1,815	9,623	6.45	7.45
PION	347	2,838	PION	391	2,928	-11.25	-3.07
TEC	867	10,274	TEC	864	10,208	0.35	0.65
USDB	51	202	USDB	98	699	-47.96	-71.10
Total	5,949	53,461	Total	5,903	53,331	0.78	0.24

10/9/2018	Tuesday		10/9/2017	Monday			
As of 12:30 AM for Fall 2018			As of 12:30 AM for Fall 2017				
Campus	Head Count	Credit Hours	Campus	Head Count	Credit Hours	Head Count Percentage	Credit Hours Percentage

BOARD OF TRUSTEES REPORT
STUDENT AFFAIRS
Page 2

						Differenc e	Differenc e
BL			BL	214	816	-100.00	-100.00
FRSC	55	366	FRSC				
HS	936	5,138	HS	908	4,955	3.08	3.69
MC	3,066	23,469	MC	3,051	23,351	0.49	0.51
OC	339	834	OC	361	751	-6.09	11.05
OL	1,932	10,340	OL	1,815	9,623	6.45	7.45
PION	347	2,838	PION	391	2,928	-11.25	-3.07
TEC	867	10,274	TEC	864	10,208	0.35	0.65
USDB	51	202	USDB	98	699	-47.96	-71.10
Total	5,949	53,461	Total	5,903	53,331	0.78	0.24

OFFICE OF ADMISSIONS - TINA CHURCH-LEWANDOWSKI, DIRECTOR

PERSONNEL

- The top candidates for the Admissions Specialist I, front desk position at the main campus and the Technical Assistant at the TEC site have been selected and will be sent to Human Resources for background and reference check processes. RECRUITMENT EVENTS
- Recruiters have been involved in the community and school recruitment events and plan to attend more events as the semester unfolds.
- We will be reaching out to students who applied for spring 2019 admissions to start preparing for enrollment, which begins on November 1, 2018.
- Express Enrollment for the Spring 2019 enrollment will be held on November 9-10, 2018.

HIGH SCHOOL DUAL AND CONCURRENT PARTNERSHIP PROGRAM

- We will be working with Student Activities to host a Craft Fair October 13 from 9 am - 2 pm in Upper Jewell to help raise scholarship money for high school students beginning in Fall 2019.

STUDENT FINANCIAL AID OFFICE - MARY DORR, DIRECTOR

Student Loan Default Rate Released

- The U.S. Department of Education has released the 2015 Fiscal Year 3yr Official Default Rate for Kansas City Kansas Community College. The rate of 9.6% indicates a decrease in the rate from previous years. Additional efforts in loan counseling and student financial literacy participation have contributed to the decrease in loan defaults.
- In comparison KCKCC has a lower default rate than the state, national and public 2yr college average rates

2015 3YR Official Default Rates

KCKCC	9.6%
Kansas Community Colleges Average	11.4%
National Average	10.8%
Public 2yr College Average	16.7%

Financial Aid Applications Received as of October 9

Academic Year	Number of Records
2018-19	10,732
2017-18	10,647
2016-17	9349

Financial Aid Disbursed to Student Accounts as of October 9

	FALL
2018-2019	\$ 5,940,072
2017-2018	\$ 5,337,092
2016-2017	\$ 5,447,443

Federal Financial Aid Disbursed - 3 Year History

Federal Pell Grant		
Academic Year	Amount	# of Students
2017-2018	\$8,108,409	2475
2016-2017	\$ 8,150.864	2742
2015-2016	\$ 8,658,016	2907

Federal SEOG Grant		
Academic Year	Amount	# of Students
2017-2018	\$168,447	388
2016-2017	\$ 139,444	346
2015-2016	\$ 130,873	299

Federal Direct Student Loans		
Academic Year	Amount	# of Students
2017-2018	\$4,406,347	1012
2016-2017	\$ 5,242,109	1146
2015-2016	\$ 6,429,432	1357

Federal Work-Study		
Academic Year	Amount	# of Students
2017-2018	\$119,226	60
2016-2017	\$ 140,063	71
2015-2016	\$ 166,722	88

REGISTRATION AND TRANSCRIPTS - THERESA HOLLIDAY, REGISTRAR

John Olson, Coordinator of Graduation and Transcript Services, Completed a total of 54 Military Evaluations for our new veteran students since January 2018. This evaluation is completed once a new veteran student has completed 6 hours with KCKCC and paid the \$25 fee. A maximum of 15 semester hours of credit can be awarded to the service member for their military specialty and their military schooling. These are posted on to the official KCKCC transcript as college credit hours for their military experience and can apply to graduation.

This service is available to all our veterans at all our campuses including the United States Disciplinary Barracks at Fort Leavenworth, offered through our Pioneer Campus.

Ron Clipperton, Technical Assistant in Transcript Services, attended Parchment Connect: Central States one-day conference in Bellevue, Nebraska on October 2, 2018.

Degree Checks processed:

May 2018 (late or backdated degrees) : 15
July 2018 (including late submissions) : 169
December 2018 : 192

May 2019

: 12

Top Five e-Transcript Destinations to Schools/Hospitals: (Since Jan. 1st, 2018)

KU Medical Center	68
Saint Luke's College	39
Washburn University	26
Metropolitan CC	25
Ottawa University	18

Top Five e-Transcripts from Receiving Schools: (Since Jan. 1st, 2018)

Donnelly College	57
GED Kansas	46
Kansas State University	35
Cristo Rey High School	27
Fort Scott CC	19

MILITARY AND VETERAN STUDENT SERVICES - WADE ABEL, DIRECTOR

- The Veterans Center celebrated its grand opening on September 18th 2018 and since then has had over 100 Military and Veteran students visit and use the Veteran Center space for a variety of reasons to include asking questions about their VA benefits, studying, meeting and networking
- KCKCC recently hired a Coordinator and VA certifying official (Amy Sigmon) and she will join the Veteran Center and KCKCC team on the 15th of October.
- The Veteran Center is also now staffed with three student work studies. One is a KCKCC work study and two are VA student work studies. These student work studies all have a military background and will greatly assist with KCKCC's military student population as the number of Military and Veteran students visiting and using the Veteran Center continues to grow.

PIONEER CAREER CENTER - MARCIA IRVINE, DIRECTOR

- Sept 6th Attended the Leavenworth County United Way kick off breakfast.
- Sept 11th Attended Penitentiary Quarterly meeting with Warden
- Sept 13th Significant Accomplishment ceremony at the USDB where Dept. of Labor certificates were awarded in 10 areas ranging in hours from 2000 - 4000. Also, Barber college graduates and Instructor graduates. Dr Ed Kremer was the guest speaker.
- Sept 13th Was interviewed by the Leavenworth Times and an article appeared on the front page (9/14) with the title "Pioneer Career Center offers something for EVERYONE."
- Sept 20th Took Dr and Mrs. Mosier to the USDB and JRCF to tour and speak with the administration about other possible areas we can offer classes and what else KCKCC can do. Organized lunch for the president and Board Chair Rosalyn Brown, with Mayor of Lansing Mike Smith, City Manager of Leavenworth Paul Kramer, Executive Director of Leavenworth County Economic Development Steve Jack, and Chamber of Commerce

BOARD OF TRUSTEES REPORT**STUDENT AFFAIRS**

Page 6

President Brandon Johannes. Returned to Pioneer Career Center to have Pizza with the Prez, about 65 students in attendance, followed by a tour of the building.

STUDENT SERVICES**DR. SHAWN DERRITT, DEAN OF STUDENT SERVICES****COUNSELING & ADVOCACY CENTER- LINDA WARNER, DIRECTOR****Educational & Advocacy Services**

- Trained 209 Students and Employees in Ask Listen Refer Suicide Prevention program
- Presented five sessions of Culture of Respect: Healthy Relationships to 54 students, Assertive Communication to 46 students, Enthusiastic Consent to 38 students.
- Hosted Jeff Bucholtz presentation "It Takes A Campus to End Gender Based Violence" to 102 on-ground students and 20 livestream viewers.

STUDENT ACCESSIBILITY AND SUPPORT SERVICES**Alternate Formatted Textbooks Requested by Disability:**

	September 2018	September 2017	September 2016
Blind	2	0	N/A
Low Vision	8	18	N/A
L D	69	57	N/A
Physical	14	6	N/A
Total	93	81	N/A

Placement Testing

September Placement Test sessions

Year	Main Campus	PCC	TEC	High Schools	Distance Education	Total
September 2018	39	12	10	66	0	127
September 2017	32	12	14	17	0	75
September 2016	35	12	19	0	1	67

RETENTION**Retention Efforts**

Withdraws From at least one course	Withdrew from all classes	Early Alert	Dismissal	Discussions about Retention	Financial Aid Issues	High School Enrollment	Testing	Total
281	72	74	5	64	0	0	0	424

STUDENT ACTIVITIES-ANDRICA WILCOXEN, DIRECTOR**Student Senate**

- Evening Student Reception
 - Approximately 125 Students participated
 - Approximately 8 classes participated
 - Dessert Contest: 3 KCKCC Students Participated
 - 10 Community exhibitors/colleges hosted an information booth at the reception
- Kids Halloween Party
 - Preparing for the upcoming event on Friday, October 26th in the Lower Jewell Student Center

STUDENT HOUSING-LAKEISHIA RICHARDSON, HOUSING SUPERVISORUpcoming Student Housing Activities

- ALICE Training (On going)
- CPR Training for Resident Assistants (October)
- Mental Health Training for Resident Assistants (October)
- Haunted House (October)
- Breast Cancer Awareness Program (October)

STUDENT HEALTH CENTER-KIM MORGAN, NURSE

Visit Reason	%
Sick	5%
Other/Vision	5%
Medication	16%
Injuries	1%
Consult/Ref	11%
BP check	14%
TB Inject	27%
TB Read	22%

The above visits increased in September

visits. Visits taken from a wide array of needs for staff/faculty, students and the community.

percentages of September. brought in 221

STUDENT SUCCESS CENTER

Summary of Services September 2018	
Advisement	163
Degree Check	11
Degree Plans	9
Dismissals	2
Schedule Adjustments	22
Returning Student Enrollments	21
New Student Enrollments	24
Financial Aid Exclusions	1
Withdrawal	

BOARD OF TRUSTEES REPORT

STUDENT AFFAIRS

Page 8

Total	344
Walk-Ins	324
Appointments	20

TRIO SSS-MICHAEL COZART, DIRECTOR

- Kansas City Kansas Community College TRIO program has been selected to be a partner with the University of Kansas Heartland CAMP grant. CAMP is the Heartland College Assistance Migrant Program that assist students that have worked in temporary or seasonal agricultural jobs. Our TRIO director is currently working with Stacy Mendez, Project Director of KU's Heartland CAMP grant to create an MOU to present to Dr. Mosier.
- Ended fiscal 2017-18 year August 31, 2018 with required 140 Students, and met all grant goals.
- We began new fiscal year 2018-19 on September 1, 2018, 110 students.
- Submitted the FY 2018-19 Annual Budget to program specialist at the Department of Education on September 30th.

ATHLETICS - TONY TOMPKINS, DIRECTOR OF ATHLETICS

Volleyball: Currently 15-12 on the season, but have really struggled in conference play with a record of 2-6. This team has competed and been close in a number of contests, but they continue to come up short when needed the most. With the new playoff format in place for this year our volleyball team may not make it to the playoffs.

M. Soccer: Currently 3-4 overall on the season and in conference play. They are currently sitting at a solid 4th place in the conference and will have some opportunities to jump up to third if they can put a couple of wins together. This team should make the Regional playoffs and have a shot of being very competitive if they can get some of their top players healthy.

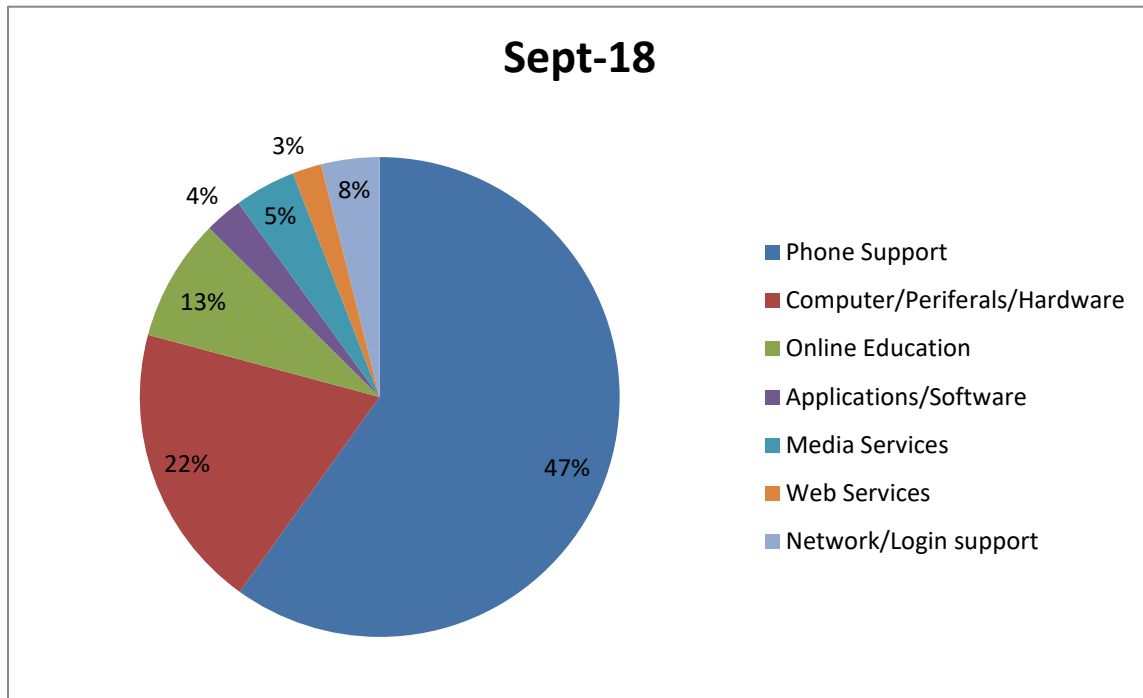
W. Soccer: Although this team is much improved and has been very competitive in most of their games, they will come up short in making the playoffs.

BOARD OF TRUSTEES REPORT

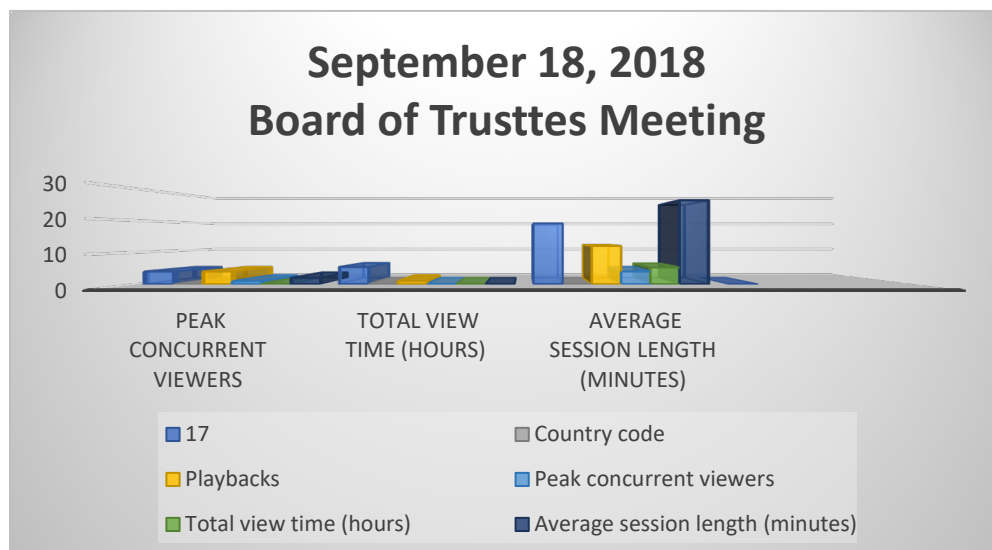
Peter Gabriel, Interim Chief Information Officer

COMPUTING SERVICES

- 273 tickets were issued during the month of August - 323 tickets were resolved.
- The average time spent on each ticket was 1.365 days
- 267 helpdesk calls were taken August average time per call was 3.25 minutes.



MEDIA SERVICES



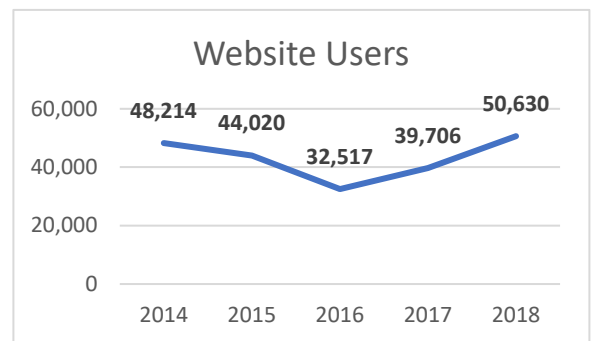
- Setup, Recorded, and live streamed the monthly Board of Trustees Meeting. Made an audio archival, a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting. The live stream had 55 views with an average view time of 19 minutes.
- Recorded Jazz Concert at Central United Methodist Church for the purpose of performance observation. This recorded video will be used as a teaching tool for current and future students of the KCKCC Jazz Choir.
- Setup a virtual Job fair, using videoconferencing software, in cooperation with KCKCC Mortuary Science Program and Selected Independent Funeral Homes. The virtual job fair helped our students prepare for future jobs in the industry.
- Recorded the Jazz by the Lake Series. The monthly recording airs on the college's cable and YouTube Channel.
- Recorded scholarship student's testimonials for use in the upcoming Candle Lighting ceremony.
- Live streamed, It Takes A Campus To End Gender Based Violence, to the Pioneer Career Center. The event was well received on the main campus, as well as the Pioneer Career Center.

NETWORK SERVICES

- Student Recruiter Web App Availability - 99.98%
- MyDotte Web App Availability - 99.97%
- Email Availability for employees and students - 99.98%
- WebAdvisor Web App Availability - 99.98%
- Skype for Business Availability - 99.98%
- Network Switch and Phone and Availability - 99.97%
- Replaced end of life network switches with new Cisco equipment at LVPCC

WEB SERVICES

- *A user is based on a unique identifying number Google assigns a visitor to our website.*
- The top three landing webpages for September are the standard ones, Health Professions, Steps to Enrollment and TEC.
- We are continuing building out the new website. The principal task for September has been laying out the many webpages. We have also been working on the directory, document and file management and overall navigation of the new website.





BOARD OF TRUSTEES REPORT

HUMAN RESOURCES

OCTOBER 2018

The Human Resources Department has continued to work on the projects that were identified previously such as updating policies and refining the compensation structure/philosophy. There is no new information to report for the month of October.

Policy Update

Additional compliance policies have been reviewed and updated this month. The following compliance policies will be moved forward for review by the Board Policy Committee this month.

- Affirmative Action and Equal Employment opportunity (Policy 1.01) (Revision)
- Employment Categories (Policy 2.04) (Revision)
- Harassment and Violence (Policy 5.10) (Revision)
- Overtime and Compensatory Pay (Policy 3.05) (Revision)
- Purchasing (Policy 7.00) – includes additional update as requested by the Board.

Please be advised that the current policy numbers listed in the KCKCC Handbook of Policies and Procedures will change as we update and distribute policy information. This will allow for better organization of policies based on specific areas of function such as the President's Office, HR, Finance, Student Affairs, and Academic Affairs.

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

FINANCE - MICHAEL BEACH, CFO

- Annual Financial Statement Audit nearly complete.
- Posted Financial Aid and paid student refunds of \$2.1 million.

BOOKSTORE - KASEY MAYER, DIRECTOR

- Quarterly inventory checks
- We increased Fall sales from last year.
 - 2017: August 13th - October 2nd sales were: \$588,189.81
 - 2018: August 13th - October 1st sales were: \$601,941.85Increase of \$13,752.04 year over year
- Returns:
 - We have a total of \$25,095.22 in credits that are ready to apply to future invoices.
 - There is \$264.86 in credits outstanding that we have not yet received from returned books.
- We have begun to make improvements to the TEC bookstore, both internally and externally.
 - We are entering items that never were before, and correcting margins that weren't right.
 - We just got new shelves, and they look amazing.
 - We have received a ton of compliments on how much more professional the store looks.

BUILDINGS & GROUNDS - JEFF SIXTA, DIRECTOR

Accomplishments for September: 2018

- Finish Learning Commons remodel
- Parking lot light pole
- Complete Veteran's Center
- Concrete patch around the pond sidewalk
- Build gates at Fire Science

Goals for September: 2018

- Start the Learning Center Remodel
- Start and finish the door at the Social Science office

CAMPUS POLICE - GREG SCHNEIDER, DIRECTOR

- Conducted 7 ALICE Trainings for Victor Ammons classes September 4, 5 & 6 (Officer Roland, Sgt. Wainwright)
- Deputy Chief Jason Sievers attended LASO (Local Agency Security Officer) Training in Salina, KS September 13
- Provided coverage and directions for the Campus Takeover Concert at the gym September 28
- Provided coverage for Women's and Men's Soccer September 8, 18 & 29
- Provided coverage for AmeriKick Karate tournament September 8

FACILITIES SERVICES - CLIFF SMITH, ASSOCIATE CHIEF

- HLC - Initial meeting to begin work on Criterion 5
- Bids - For vehicles, ARC flash testing, light poles and concrete work
- Grounds Crew/Snow Removal - cost estimate for snow removal and grounds crew compared to external companies
- ATEA Region 5 Conference - Finalize plans for the October conference

KANSAS CITY KANSAS COMMUNITY COLLEGE							
STATEMENT OF REVENUES AND EXPENSES							
YTD September 2018							
		BUDGET	YTD	FORECAST	ACTUAL	VARIANCE	PERCENT
		FISCAL YEAR	ACTUAL	FISCAL YEAR	YTD	ACTUAL	USED ACTUAL
		2019	Sep-18	2019	Sep-17	TO BUDGET	TO BUDGET
Operating Revenues:							
	Student Tuition and Fees	\$ 12,612,000	\$ 5,847,522	\$ 12,612,000	\$ 6,276,266	\$ (6,764,478)	46.36%
	Federal Grants and Contracts	12,108,192	3,628,999	12,108,192	3,576,660	(8,479,193)	29.97%
	State Contracts	400,277	254,899	400,277	328,999	(145,378)	63.68%
	Private Gifts, Grants & Contracts	372,500	33,111	372,500	23,959	(339,389)	8.89%
	Auxiliary Enterprise Revenue	3,112,125	775,589	3,112,125	1,057,703	(2,336,536)	24.92%
	Other Operating Revenue	641,450	495,318	641,450	471,907	(146,132)	77.22%
	Total Operating Revenues	29,246,544	11,035,438	29,246,544	11,735,494	(18,211,106)	37.73%
Nonoperating Revenues (Expenses)							
	County Property Taxes	41,550,640	3,348,475	41,550,640	2,678,408	(38,202,165)	8.06%
	State Aid	9,925,719	5,088,248	9,925,719	4,951,705	(4,837,471)	51.26%
	SB155 AID	2,614,500	-	2,614,500		(2,614,500)	0.00%
	Investment Income	150,000	23,573	150,000	40,626	(126,427)	15.72%
	Interest Expense on Capital Asset Debt	(961,661)	(294,819)	(961,661)	(337,671)	666,842	30.66%
	Transfer from Capital Reserves	325,000		325,000		(325,000)	0.00%
	Total Nonoperating Revenues	53,604,198	8,165,477	53,604,198	7,333,068	(45,438,721)	15.23%
Total Revenues		82,850,742	19,200,915	82,850,742	19,068,562	(63,649,827)	23.18%
Operating Expenses:							
	Salaries & Benefits	43,926,376	9,621,673	43,926,376	8,989,253	(34,304,703)	21.90%
	Contractual Services	2,126,528	334,707	2,126,528	440,678	(1,791,821)	15.74%
	Supplies & Other Operating Expenses	14,729,440	3,056,716	14,729,440	3,218,390	(11,672,724)	20.75%
	Utilities	1,875,850	540,183	1,875,850	482,378	(1,335,667)	28.80%
	Repairs & Maintenance to Plant	2,816,604	1,244,590	2,816,604	204,283	(1,572,014)	44.19%
	Scholarships & Financial Aid	10,500,000	4,115,048	10,500,000	4,162,731	(6,384,952)	39.19%
	Strategic Opportunities	879,425		879,425		(879,425)	0.00%
	Contingency	250,000		250,000		(250,000)	0.00%
	Debt Service	2,875,000		2,875,000		(2,875,000)	0.00%
Total Operating Expenses		79,979,223	18,912,917	79,979,223	17,497,713	(61,066,306)	23.65%
Increase in Net Position		\$ 2,871,519	\$ 287,998	\$ 2,871,519	\$ 1,570,849	\$ (2,583,521)	10.03%

KANSAS CITY KANSAS COMMUNITY COLLEGE						
BANK BALANCES PER GENERAL LEDGER						
					YTD	PRIOR YEAR
FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	30-Sep-18	30-Sep-17
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$ 205,700		\$ 205,700	\$ 127,991
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$ 923,020		\$ 923,020	\$ 1,132,848
BROTHERHOOD BANK	61	CAPITAL OUTLAY		\$ 3,054,437	\$ 3,054,437	\$ 3,036,123
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$ 142,351		\$ 142,351	\$ 109,357
LIBERTY BANK	11	GENERAL FUND		\$ 563,385	\$ 563,385	\$ 554,857
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$ 556,013		\$ 556,013	\$ 592,947
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$ 1,271,855		\$ 1,271,855	\$ 1,453,200
SECURITY BANK***	11	GENERAL FUND	\$ 11,314,253		\$ 11,314,253	\$ 10,791,219
SECURITY BANK	15	TECHNICAL ED FUND	\$ 680,865		\$ 680,865	\$ 1,960,933
SECURITY BANK	16	STUDENT UNION	\$ 1,448,865		\$ 1,448,865	\$ 1,054,845
		(AUXILIARY SERVICES)				
UMB BANK *	17	PAYROLL	\$ -		\$ -	
TOTAL			\$ 16,542,923	\$ 3,617,822	\$ 20,160,745	\$ 21,039,318
	Current	Month ago	Year Ago			
91-day Treasury Rate	2.180	2.080	1.050			
* 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 (General & TEC Funds)										
July 1, 2018 to June 30, 2019										
July 1, 2017 to June 30, 2018										
Month	FY2019	FY2018	FY2019	FY2018	FY2019	FY 2018	FY2019	FY2018	FY2019	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									13,921,978	15,223,675
July	1,893,505	1,460,261	(5,819,623)	(5,852,012)	(3,926,118)	(4,391,751)			9,995,860	10,831,924
August	7,745,927	9,147,530	(5,573,160)	(7,568,360)	2,172,767	1,579,170			12,168,627	12,411,094
September	8,275,439	8,127,613	(8,448,948)	(7,561,429)	(173,509)	566,184			11,995,118	12,977,278
October	4,389,489	3,674,084	(7,467,686)	(7,268,399)	(3,078,198)	(3,594,315)			8,916,920	9,382,963
November	2,169,941	2,888,479	(5,761,287)	(7,073,463)	(3,591,346)	(4,184,984)			5,325,574	5,197,979
December	1,371,189	2,317,781	(4,451,246)	(6,317,554)	(3,080,057)	(3,999,773)			2,245,517	1,198,206
January	27,416,716	30,856,129	(9,681,684)	(12,771,217)	17,735,032	18,084,912			19,980,549	19,283,118
February	5,873,392	6,374,870	(7,300,844)	(7,847,869)	(1,427,452)	(1,472,999)			18,553,097	17,810,119
March	6,038,359	3,695,580	(10,295,095)	(8,371,394)	(4,256,736)	(4,675,814)			14,296,361	13,134,305
April	2,401,844	1,345,257	(6,137,499)	(5,323,191)	(3,735,655)	(3,977,934)			10,560,706	9,156,371
May	1,205,756	1,548,963	(6,317,329)	(6,808,045)	(5,111,573)	(5,259,082)			5,449,133	3,897,289
June	17,176,523	19,451,789	(6,514,484)	(9,427,100)	10,662,039	10,024,689			16,111,172	13,921,978
Totals	85,958,079	90,888,336	(83,768,885)	(92,190,033)	2,189,194		-	-		
Bold = Actual										
	9,639,432		(11,392,783)							
GL Balance	General Fund	\$ 11,314,253								
	TEC Fund	\$ 680,865								
		\$ 11,995,118								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Interim Summary Financial Statements -September 2018
Year to Date Fiscal Year 2019, with comparison to Fiscal Year Ended June 30, 2018

Summary Statement of Net Position

	YTD FY2019	Unaudited Year-End FY2018
Assets		
Current Assets	\$ 27,064,477	\$ 33,750,049 *
Noncurrent Assets	54,392,537	54,392,536 **
Total Assets	<u>\$ 81,457,014</u>	<u>\$ 88,142,585</u>
Liabilities		
Current Liabilities	\$ 10,973,064	\$ 13,268,162 ***
Noncurrent Liabilities	25,046,886	25,046,886
Total Liabilities	36,019,950	38,315,048
Net Position	<u>45,437,064</u>	<u>49,827,537</u>
Total Liabilities and Net Position	<u>\$ 81,457,014</u>	<u>\$ 88,142,585</u>

Summary Statement of Revenue Expenses and Changes in Net Position

	YTD FY2019 Actual	Annual Budget	Annual Variance	Unaudited FY2018 Actual
Operating Revenues	\$ 11,035,438	\$ 29,246,544	\$ (18,211,106)	\$ 27,271,114
Non-Operating Revenues, Net	8,165,477	53,604,198	(45,438,721)	49,010,369 *
Total Revenues	19,200,915	82,850,742	(63,649,827)	76,281,483
Operating Expenses	18,912,917	79,979,223	61,066,306	73,582,479 ***
Increase/(Decrease) in Net Positions	<u>\$ 287,998</u>	<u>\$ 2,871,519</u>	<u>\$ (2,583,521)</u>	<u>\$ 2,699,004 ****</u>

Notes

The following represent year-end closing entries made during the period, not reflected in previous months

- * Current Assets adjusted from August report resulted in an increase of \$1,704,866. The adjustment was to accrue additional vehicle and personal property taxes receivable.
- ** Noncurrent assets adjusted for additions to capital assets net of depreciation of \$637,854.
- *** Current liabilities decrease by \$1,420,133 due to an adjustment to record accrued payroll to actual wages owed at 06/30/18
- **** Final adjusted unaudited revenues includes depreciation expense.

Kansas City Kansas Community College
Board of Trustees Goals
2018-19

Board Goals	Board Tasks/Actions to which policy recommendations should be made as needed
1. Monitor student progress and satisfaction.	<p>1.1 Review Kansas Board of Regents Performance Report for KCKCC institutional performance for Increases in the following:</p> <ul style="list-style-type: none"> • first to second year retention rate of first time fulltime college ready students; • number of certificates and degrees awarded; • percent of students employed or transferred; • success rate in non-developmental courses enrolled by students who were successful in developmental courses; • number of Hispanic students enrolled at KCKCC; and • fall to spring retention of non-college ready students. <p>1.2 Review results of student satisfaction surveys as they are conducted.</p> <p>1.3 Receive reports on programs that serve historically underrepresented students.</p>
2. Monitor employee, student, and community data.	<p>2.1 Review data to determine the degree to which employee, student and community diversity compare.</p> <p>2.2 Receive hiring data on ethnic, gender, and age diversity of applicant pools and final hires in management, faculty, and staff positions.</p>
3. Develop a positive relationship with incoming president to ensure success for the Board, the president, and the college.	<p>3.1 Establish measurable goals for the president, and conduct evaluation based on those goals in a timely fashion.</p> <p>3.2 Provide leadership and assistance in connecting the new president with the community.</p> <p>3.3 Work with the president to establish a communication protocol between the Board and president.</p> <p>3.4 Provide clear direction to the president as a unit not as individuals.</p>
4. Support strategies that ensure the long-term fiscal health and physical maintenance of the college.	<p>4.1 Ensure that allocation of financial and human resources best serves students.</p> <p>4.2 Ensure a sustainable economic future for the college through policy adoption and monitoring and ongoing review of short and long-range budgets and expenditures.</p> <p>4.3 Review capital outlay projects and expenditures and the deferred maintenance plan.</p> <p>4.4 Monitor and provide input to the president on faculty negotiations.</p>
5. Create and maintain a high-functioning Board unit by adhering to principles of effective Boardsmanship.	<p>5.1 Conduct Board self-evaluation.</p> <p>5.2 Participate in Board work session on ethics and conflicts of interest.</p> <p>5.3 Conduct Board meetings in a timely and efficient manner.</p> <p>5.4 Adhere to Trustee Conduct provision in the Trustee Handbook.</p>
6. Provide direction for the development of a strategic plan for the college.	<p>6.1 Work with the President in establishing parameters for the plan.</p> <p>6.2 Participate in development of the plan as appropriate.</p>
7. Enhance image of the college in the community.	<p>7.1 Ensure development and distribution of annual report from the Board to the community.</p>