Mission Statement: Inspire individuals & enrich our community one student at a time.

Vision Statement: Be a national leader in academic excellence & partner of choice in the communities we serve.

KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting Agenda
April 21, 2020 – 9:00 A.M.

Virtual Meeting

1. Call to Order & Pledge of Allegiance

2. Roll Call

3. Approval of Agenda

4. Audience to Patrons and Petitioners (5-minute limit)

5. Recognitions/Presentations – None scheduled.

6. Communications – None scheduled.

7. Board Committee Reports

8. Consent Agenda:
   - (Item A) - Approval of Minutes of the March 17, 2020 Meeting
   - (Item A1) - Approval of Minutes of the March 17, 2020 Special Meeting
   - (Item A2) – Approval of Minutes of the March 30, 2020 Special Meeting
   - (Item A3) – Approval of Minutes of the April 7, 2020 Executive Session
   - (Item B) - Approval of Recommendations for Payment
   - (Item C) - Approval of Ratification Items
   - (Item D) - Approval of Personnel Items (H.R.)

9. Student Senate Report – None scheduled.

10. President's Report – Dr. Greg Mosier

11. Vice President Academic Affairs Report – Mr. Jerry Pope, Interim

12. Vice President Student Affairs Report – Dr. Delfina Wilson

13. Vice President Strategic Initiatives & Outreach Report – Ms. Tami Bartunek

14. Chief Financial Officer Report – Mr. Michael Beach

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

16. Chief Information Officer Report – Mr. Peter Gabriel

17. Unfinished Business:
    - Recommendation for the College Facilities Master Plan. Presented by Dr. Greg Mosier.

18. New Business:
    - Policies for Approval. Presented by Dr. Greg Mosier.
        - Open Records Request Policy
        - Military Leave Policy
        - Academic Integrity Policy
        - Conflict of Interest Policy

19. Executive Session(s) – None scheduled.

21. Adjournment

Next Meeting of the Board of Trustees:

Tuesday, May 19, 2020 - 5:00 p.m. – KCKCC Main Campus

Mission Statement: Inspire individuals & enrich our community one student at a time.

Vision Statement: Be a national leader in academic excellence & partner of choice in the communities we serve.

KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting Minutes
March 17, 2020 – 5:00 P.M.

Upper Level Jewell Lounge
Kansas City Kansas Community College – Main Campus

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 5:00 p.m. The Pledge of Allegiance was led by Dr. Greg Mosier, President of Kansas City Kansas Community College.
2. **Roll Call:** Indicated the following present – Trustees: Ash, Brune, Criswell, Daniels, McIntyre, Sutton. Trustee Brown was absent.
3. **Approval of Agenda:** Chair Daniels called for a motion to accept the Agenda. Dr. Mosier offered the following items as amendments to the meeting agenda – the VPAA report changed to not having a faculty/staff presentation; the executive session scheduled for this evening was held during the special meeting prior to the Board meeting and will require a vote for session previously held; adjustment to Academic calendar added to New Business; updated version of Consent Agenda Item D. Trustee Sutton made the motion to accept the agenda as amended. Trustee McIntyre seconded the motion. <u>The Motion Carried.</u>
4. **Audience to Patrons and Petitioners:** Chair Daniels acknowledge with the current measures of precaution in place regarding the coronavirus, only essential personnel would attend the Board meetings until further notice. There would be no attendees physically present at the Board meeting without an essential need. He thanked Dr. Mosier and the College leadership for making the meeting possible under the new terms.
5. **Recognitions/Presentations:** Chair Daniels opened the floor for recognitions and presentations.
   - Mr. Michael Beach, Chief Financial Officer, introduced the new Chief of KCKCC College Police, Mr. Robert Putzke. Mr. Beach shared that after a national search, Chief Putzke accepted the offer to serve the KCKCC campus community. He thanked Deputy Chief Jason Sievers for his great work as Interim Chief and offered Chief Putzke the opportunity to address the Board. Chief Putzke thanked Dr. Mosier and Mr. Beach for the opportunity. He shared that he has had 33 years of college police enforcement experience and asked the Board if they had any questions for him. Chair Daniels and all the Board members welcomed Chief Putzke to KCKCC.

6. **Communications:** With no scheduled communications, Chair Daniels moved to the next agenda item.
7. **Board Committee Reports:** Chair Daniels called for reports from the Board Committees. On behalf of the Board Finance Committee, Vice Chair Criswell stated that in their last meeting on March 12th, the following items were discussed:
   - College Master Facilities Plan is in the works.
   - Update regarding the Downtown site project is that the project is continuing with necessary diligence.
   - Student Housing project is moving forward with a Request for Qualifications to come.
   - FY2021 budget reviews will be completed by President's Extended Cabinet in the next few weeks. The budget schedule is set to be completed in June with public hearings in June and July 2020 and presentation to the Board in August 2020. Mr. Beach added that an additional notice may need to be sent in September if the levy is above a certain level.
   - Predictable Events and Drivers Model for budget related impacts on college dollars is in the works.
   - Extended conversation about COVID-19 as relates to finances and the types of impacts outside of financials.

   On behalf of the Board Policy Committee, Trustee Sutton noted that the committee did not have an opportunity to meet as it waits for the College senates to review policies.

   As KCKCC's KACCT Liaison, Trustee Ash shared that the Board members who attended the KACCT Quarterly and PTK luncheon meeting on March 12th experienced a successful event which included a discussion about athletics through April 1st. The next meeting is scheduled for June 2020.

   On behalf of the Community Engagement Committee, Trustee McIntyre shared that in their February 25th meeting discussed reviewing document and aligning it with Strategic Plan. A draft will come to committee for review with a full draft brought to Board next month.

8. **Consent Agenda**: Chair Daniels called for a motion to accept the Consent Agenda. Trustee Sutton moved to accept the Consent Agenda. Trustee Ash seconded the motion. **The Motion Carried.**
9. **Student Senate Report:** Chair Daniels acknowledged that due to Spring Break and the coronavirus precautions, there would not be a report from Student Senate.
10. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier reported the following –
    - It has been a very fluid week in education and the community due to the Coronavirus outbreak; the College Administration has made plans and adjusted as needed to keep employees and students safe as new information became available. Thanked President's Cabinet and college leadership in supporting the necessary changes.

- College reviewing recommendations by CDC and political leadership as it relates to coronavirus precautions.
- The College aims to maintain hands-on learning for students with labs. With announcements of flattening the curve of exposure to the coronavirus, KCKCC will now use virtual technology and theoretical knowledge to enhance the students' learning objectives.
- This morning, KCKCC announced that spring break would be extended, and students would return on Mar. 30th with class instruction to being delivered virtually.
- The KCKCC COVID-19 webpage is up and running. This page will keep the public updated as KCKCC announces/updates our actions and plans concerning student services and support during this time. The webpage has received about 5,700 hits to webpage in last 5 days which shows that our community is interested in what we are doing to continue to serve. KCKCC will continue to communicate to students.
- About 20 minutes ago, Gov. Kelly announced that all secondary schools will be closed across the state through the end of the Spring semester. We will continue to work with our local superintendents to maximize learning opportunities and objectives for our students.
- All KCKCC locations will be closed on Wednesday, Thursday and Friday of this week.
- Monday, Mar. 23rd will have only essential personnel on campus, and faculty on campus getting prepared to take their classes fully virtual.
- Commencement ceremony was cancelled today. KCKCC will find an alternate way to celebrate the achievements of our students during these times.

Dr. Mosier asked the Board if they had any questions regarding his report. Trustee Sutton thanked Dr. Mosier and his team for their hard work. Chair Daniels echoed the sentiment. Dr. Mosier acknowledged the great KCKCC administration team, faculty and staff that have been a great support. Chair Daniels asked for a motion to accept the President's Report. Trustee Sutton made a motion to accept the President's Report. Vice Chair Criswell seconded the motion. The Motion Carried.

11. **Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Dr. Beth Ann Krueger reported the following –
    - Informed the Board that updates were needed to the Academic Calendar to accommodate the recent extension of Spring Break due to the coronavirus. Asked that classes begin to Mar. 30th instead of Mar. 23rd to allow faculty time to prepare to take all classes to virtual format. Chair Daniels called for a motion to approve the changes to the Academic Calendar. Vice Chair Criswell made a motion to approve the changes to the 2019-2020 Academic Calendar. Trustee Sutton seconded the motion. The Motion Carried.

    Dr. Krueger asked for questions regarding the VPAA report. Trustee Sutton thanked Dr. Krueger for getting faculty on board to move forward to support the students in a virtual format so that they may continue their education.
    Chair Daniels asked for a motion to accept the Vice President of Academic Affairs report. Trustee McIntyre made a motion to accept the Vice President of Academic Affairs Report. Trustee Sutton seconded the motion. The Motion Carried.

12. **Vice President Student Affairs Report:** Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Ms. Tina Church Lewandowski, Interim Dean of Enrollment Management, gave the following report in Dr. Wilson's absence –
    - Thanked the Board, Dr. Wilson and Dr. Derritt for the opportunity to make the presentation.
    - Enrollment Management - very excited that enrollment begins April 1st looking forward to implementing creative ways in getting information to students.
    - Financial Aid - has packaged the first batch of FASFA applications for the 2020-21 academic year, mailed letters informing students of their financial aid application status as well as their Pell Grant award status. Students who do not have an application on file are being contacted so that they may submit a FASFA financial aid form.
    - Student Services – hosted a barbershop talk for the Real Talk for College Men of Color student organization. Students who attended received free haircuts. (30 mins)
    - Mr. Robert Beach, Assistive Technology Specialist in Accessibility Services, hosted an Optical Character Recognition software review webinar with guest speaker, Claire Fitzgerald, from the U.S. Department of Education's Office for Civil Rights. The KCKCC's Online Education Services assisted with the webinar and represented KCKCC well.
    - Partnered with USD500 to have the Schlagle High School band to play at one of our regional Men's Basketball games on March 3rd.
    - Our Men's Basketball won the regional KCJCCC Conference for the first time in the history of KCKCC.

    Trustee Ash commented that this is such a successful school year in so many ways, especially with the tremendous accomplishments by the athletes. He shared that that College needs to work to celebrate these achievements by the students. Trustee Ash encouraged the students by saying, "we will not forget about your accomplishments both academic and athletic accomplishments and will find a way to celebrate you because you certainly deserve it." Dr. Mosier added that Interim Dean Lewandowski has jumped in and has been doing a great job.

    Trustee Sutton commended Student Affairs on the great job they are doing and added that she was pleased to learn about the new developments in the Student Success Advisor software to support the students such as Ellucian Student Planning and Ellucian Advise CRM. Looking forward to hearing more about initiatives to see how they are impacting our students. Chair Daniels called for a motion to accept the Vice President of Student Affairs report. Trustee Sutton made a motion to accept the Vice President of Student Affairs report. Trustee McIntyre seconded the motion. **The Motion Carried.**
13. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach (VPSIO) report. Mr. Omar Brenes, Web Architect, reported the following outreach and marketing efforts in Ms. Bartunek's absence –
    - Met with members of Unified Government to discuss details regarding the KCKCC Downtown site and potential partners.

- Welcomed students, teachers and administrators to the 2020 BizFest, cohosted by KCKCC and JCCC. The event at KCKCC was held at TEC.
- Currently serving as board treasurer for the Women's Chamber of Commerce and helped to host the "Go Red for Women" Luncheon at Providence Medical Center.
- Also serving on the cross-departmental Student Housing Taskforce that has recently drafted documents to be used in future planning and RFQ needs.
- Contracted with a local videographer to record several hours of b-roll footage that will be used in future marketing initiatives.
- Shared 30 second television ad for Welding program.
- Created the KCKCC COVID-19 virus information page on the website. The average time spent on the page is 4-minutes and 50-seconds. The new COVID-19 webpage has also been shared on the KCKCC social media pages.

Dr. Mosier thanked Mr. Matt Fowler, Web Designer, and Mr. Brenes for getting the COVID-19 information out in such a short amount of time. Chair Daniels shared appreciated for the efforts as well. Trustee Ash made a motion to accept the Vice President of Strategic Initiatives & Outreach report. Trustee Sutton seconded the motion. The Motion Carried.

14. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer's report. Mr. Michael Beach reported the following –
    - Shout out to teams – all doing a great job!
    - Midyear Budget Review process is complete. Based on review, there is great, albeit cautious, optimism that the College will close under budget.
    - FY2021 College Budget Review process is underway. The scheduling of presentations will be revamped due to new developments with COVID-19. As mentioned by Vice-Chair Criswell, we will get through the process and on complete the budget time.
    - The College Facilities Master plan previous launch date of Nov 2020 will be adjusted to May or June 2021.
    - Bookstore busy with quarterly inventory checks and cycle counts - hard at work and continue to do a great job.
    - Facilities crew continue to work hard to accomplish projects. Emphasis will be rechanneled to mission-critical projects with recent events.
    - KCKCC Police department had 8-9 officers complete service training this past month to enhance efficiency on the job.
    - Highlighted overall operating expenses are under 59% spent where typically the College would be about 66.5% in years passed.

    Mr. Beach asked if there were any questions from the Board. Trustee Sutton commended Mr. Beach for excellent job. Chair Daniels asked for a motion to accept the Chief Financial Officer's report. Trustee Sutton made a motion to accept the Chief Financial Officer's report. Trustee McIntyre seconded the motion. The Motion Carried.
15. **Chief Human resources Report:** Chair Daniels called for the Chief of Human Resources Report. Ms. Christina McGee reported the following –
    - KCKCC Policies are now online! The Human Resources department will continue to update the webpage new policies are approved.

- Online platform for compliance training is currently being researched. HR is looking to add Harassment and Discrimination training for all employees and supervisors in the future and to have them all on one platform.

Chair Daniels asked about the current training platform online. Ms. McGee answered that the College's training online is currently offered through D. Stratford & Associates, which does not have a Harassment and Discrimination training. HR is looking to make the shift to include these training modules on an annual basis.

Chair Daniels asked for any other comments or questions. Trustee Sutton thanked Ms. McGee for her commitment to supporting our employees with what they need and that they are cared for along with our students.

Chair Daniels asked for a motion to accept the Chief of Human Resources Report. Trustee McIntyre made a motion to accept the Chief of Human Resources Report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

16. **Chief Information Officer Report** – Mr. Peter Gabriel
    - Multifactor Authentication continuing to roll out. The test run in the Human Resources department was successful.
    - Ellucian process is being updated to use the multifactor authentication as well.
    - Thanked for Cristobal and Jonathan from Facility Services, Media Services and Network Services for assistance in preparations for BizFest 2020.
    - Thanked the Information Services department for the hard work this week in preparing faculty in moving all classes online. There were 170 laptops ready to go Monday morning. Approximate 300 more laptops in process of being disinfected and prepped for online classes.

    Chair Daniels thanked Mr. Gabriel and his department as this must be a major undertaking. Mr. Gabriel agreed and added that one vendor, Cisco, offered free licensing for additional support to faculty and staff.

    Dr. Mosier shared that Charter Communications offered free internet to students for the next 60 days. Chair Daniels asked for a motion to accept the Chief Information Officer's report. Trustee Sutton made a motion to accept the Chief Information Officer's report. Trustee McIntyre seconded the motion. **The Motion Carried.**
17. **Unfinished Business:** Chair Daniels acknowledged that there were no items for Unfinished Business. The Board continued to the next item on the agenda.
18. **New Business:**
    - Chair Daniels invited Dr. Mosier to present the recommendation for the College Facilities Master Plan. Dr. Mosier shared that the College Facilities Master Plan Committee is a cross-institutional team created to prepare for facilities planning for KCKCC for the next 20 years with the focus on the look and feel of KCKCC facilities at all locations in the future. Student housing and Leavenworth are two key projects. The College has received RFP responses from across the region to look at the creation of a comprehensive update for campus facilities. The committee invited a few teams to campus for in-person interviews and a firm had been identified to move forward with prior to the coronavirus outbreak. The committee asked the Board how best to

move forward given the options to hold for a while or move forward with a potential future start date.

Vice-Chair Criswell shared that pricing may be much different should there be a significant delay.

Trustee Sutton shared that it may be best held off for now for the Board to reconsider next month giving more time to see the impact of the coronavirus.

Vice-Chair Criswell and Trustee McIntyre both agreed with Trustee Sutton to wait.

Trustee Brune congratulated the community for moving forward in these times. She added that the College may need to exercise caution with delaying beyond one month.

Trustee Ash made motion to table the vote on the recommendation for the College Facilities Master Plan Committee's vendor choice until the April Board of Trustees meeting. Trustee Sutton seconded the motion. The Motion Carried.

- Chair Daniels invited Dr. Krueger and Mr. Beach to present regarding the proposed FY2021 Special Course Fees. Dr. Krueger shared that these course fees were set to align with ECEL and CTE guidelines, the addition of a program not previously included, Computer Support Specialist, and to remove the fees for the program, Construction Technology certificate. The decision to remove the fees was made after consulting with KBOR and other colleagues in the state. Dr. Krueger asked the Board if there were any questions.

Trustee Ash commented that the fees were reviewed in Board Finance Committee meeting and found to be appropriate. He recommended that the Board adopt the changes. Chair Daniels asked for any additional questions or comments. Hearing none, he asked for a motion to approve the changes for the FY2021 Special Course Fees schedule as presented. Trustee Sutton made a motion to approve the changes. Trustee McIntyre seconded the motion. The Motion Carried.

- Chair Daniels noted that the Academic Calendar Adjustments for Spring 2020 were presented and accepted during the Vice President of Academic Affairs report.

19. **Executive Session(s):** Chair Daniels acknowledged that there was action needed for the executive session held during the special meeting. Dr. Mosier shared that there was a motion needed to approve the settlement agreement for Barnhart v. KCKCC. Trustee Sutton made a motion to approve the settlement agreement for Barnhart v. KCKCC. Trustee Ash seconded the motion. The Motion Carried.

    Chair Daniels thanked everyone for their hard work to include the Board of Trustees. He announced that the April Board meeting would remain at 9:00 a.m. but the location would be switched to KCKCC – Main Campus.

21. **Adjournment:** Trustee Sutton made a motion to adjourn the meeting. Trustee McIntyre seconded the motion. The Motion Carried.

The meeting of the Board of Trustees adjourned at 6:06 p.m.

ATTEST: _____

Chairperson, Dr. Ray Daniels

_____

Secretary, Dr. Greg Mosier

Mission Statement: Inspire individuals & enrich our community one student at a time.

Vision Statement: Be a national leader in academic excellence & partner of choice in the communities we serve.

Kansas City Kansas Community College
Board of Trustees Special Board Meeting Minutes
March 17, 2020

CONSENT AGENDA – Item A1
Meeting Minutes

The Board of Trustees met on Tuesday, March 17, 2020 in the Executive Board Room at Kansas City Kansas Community College - Main Campus.

Members Present: Dr. Ray Daniels, Mr. Don Ash, and Ms. Linda Hoskins Sutton were present on campus. Ms. Pat Brune, Ms. Evelyn Criswell, and Dr. Janice McIntyre were present via conference call. Ms. Rosalyn Brown was absent.

The meeting was called to order at 3:00p.m. by Board Chair, Dr. Ray Daniels. Chair Daniels asked for a motion to add the following items to the meeting agenda: in the Updates section, a discussion of the March 23rd meeting, and to adjust the time noted for the third executive session from 45-minutes to 20-minutes.

Trustee McIntyre made a motion to approve the amended agenda. Vice Chair Criswell seconded the motion. **The Motion Carried.**

Dr. Mosier shared updates regarding KCKCC's processes and procedures established with COVID-19 recommendations and regulations.

At 3:45 p.m., Chair Daniels called for a motion for the Board to enter the first executive session for 10-minutes to discuss personnel matters of nonelected personnel with possible action to follow in open session. Trustee McIntyre made a motion to enter in executive session for 10-minutes. Vice Chair Criswell seconded the motion. **The Motion Carried.**

At 3:55 p.m., the Board returned to open session with action to follow in the public Board meeting. Chair Daniels called for a motion for the Board to enter the second executive session for 30-minutes to discuss personnel matters of nonelected personnel with possible action to follow in open session. Trustee Sutton made the motion to enter in executive session for 30-minutes. Trustee McIntyre seconded the motion. **The Motion Carried.**

At 4:25 p.m., the Board returned to open session with no action to follow. The Board discussed the time designated for the third executive session and determined that they would need 20-minutes instead of the 45-minutes expected.

At 4:30 p.m., Trustee Ash made the motion to enter in executive session for 20-minutes. Trustee Sutton seconded the motion. **The Motion Carried.**

At 4:50 p.m., the Board returned to open session with no action to follow.

Chair Daniels called for a motion to adjourn the meeting. Trustee Ash made the motion to adjourn. Trustee Sutton seconded the motion. **The Motion Carried.**

The meeting adjourned at 4:50 p.m.

ATTEST: _____

Chairperson, Dr. Ray Daniels

_____

Secretary, Dr. Greg Mosier

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Kansas City Kansas Community College
Board of Trustees Special Board Meeting Minutes
March 30, 2020

CONSENT AGENDA – Item A2
Meeting Minutes

The Board of Trustees met on Monday, March 30, 2020 on the KCKCC Microsoft Teams Live meeting platform at Kansas City Kansas Community College - Main Campus.

Members Present: Chairman Ray Daniels, Vice-Chairwoman Evelyn Criswell, Mr. Don Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Janice McIntyre and Ms. Linda Hoskins Sutton were present in the virtual live meeting.

The meeting was called to order at 4:12 p.m. by Board Chair, Dr. Ray Daniels. Chair Daniels welcomed Ms. Mary Spangler, Director of the KCKCC Foundation and Ms. Beth Silverstein, Vice President of Byrne Pelofsky and Associates to the meeting. He invited them to provide the Foundation/Capital Campaign Update.

Ms. Silverstein shared that this is an ideal time for the Capital Campaign as it places KCKCC as a leader in supporting our community during the COVID-19 pandemic. She explained that this project will be a great for providing skills needed for hardworking people to attain jobs in fields that offer job security in times of crisis. Ms. Silverstein shared a brief timeline and plans for the Capital Campaign. There is much excitement around the upcoming KCKCC Downtown site and KCKCC is poised to make another extraordinary impact in Wyandotte County.

Vice-Chair Criswell expressed her shared enthusiasm. Trustee Sutton and the other Board members all agreed.

At 4:45 p.m., Chair Daniels called for a motion for the Board to enter executive session for 45-minutes for the preliminary discussion of the acquisition of real property with possible action to follow in open session. The Board would leave the Microsoft Teams Live Meeting for a private Microsoft Teams meeting for the executive session and return to the live meeting for open session. Trustee McIntyre made a motion to enter in executive session for 45-minutes. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

At 5:39 p.m., Dr. Mosier returned to the Live meeting to share that due to technical difficulties, the executive session would begin at 5:40 p.m. for 45-minutes. He returned to the private Microsoft Teams meeting.

At 6:25 p.m., the Board determined that they would need an additional 10-minutes in executive session. Vice-Chair Criswell, Trustee McIntyre, Trustee Brune, and Dr. Mosier returned to the open session in the Live meeting platform. Vice-Chair Criswell made a motion to extend the executive session for 10-minutes. Trustee McIntyre seconded the motion. **The Motion Carried.**

At 6:35 p.m., the Board returned to open session in the Microsoft Teams Live meeting platform. Chair Daniels called for a motion authorizing Dr. Mosier to negotiate for property identified with final review and ratification reserved by the Board. Vice-Chair Criswell made the motion to grant the authorization. Trustee Brune seconded the motion. **The Motion Carried.**

Chair Daniels called for a motion to adjourn the meeting. Vice-Chair Criswell made the motion to adjourn. Trustee Brown seconded the motion. **The Motion Carried.**

The meeting adjourned at 6:40 p.m.

ATTEST: _____

Chairperson, Dr. Ray Daniels

_____

Secretary, Dr. Greg Mosier

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Kansas City Kansas Community College
Board of Trustees Special Board Meeting Minutes
April 7, 2020

CONSENT AGENDA – Item A3
Meeting Minutes

The Board of Trustees met virtually on Tuesday, April 7, 2020 on the KCKCC Microsoft Teams meeting platform.

Members Present: Chairman Ray Daniels, Vice-Chairwoman Evelyn Criswell, Mr. Don Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Janice McIntyre and Ms. Linda Hoskins Sutton were present in the virtual meeting.

The meeting was called to order at 5:03 p.m. by Board Chair, Dr. Ray Daniels.

At 5:05 p.m., Chair Daniels called for a motion for the Board to enter executive session for 45-minutes to discuss personnel matters of non-elected personnel with no action to follow in open session. Vice-Chair Criswell made a motion to enter in executive session for 45-minutes. Trustee McIntyre seconded the motion. **The Motion Carried.**

At 5:50 p.m., The Board returned to open session.

Chair Daniels called for a motion to adjourn the meeting. Trustee McIntyre made the motion to adjourn. Trustee Brune seconded the motion. **The Motion Carried.**

The meeting adjourned at 5:55 p.m.

ATTEST: _____

Chairperson, Dr. Ray Daniels

_____

Secretary, Dr. Greg Mosier

Recommendations for Payment

CONSENT AGENDA – Item B
April 21, 2020

1) Approval in the amount of $58,725.00 to **Bob the Builder, LLC** for remodel of Cosmetology department. Requested by Beth Ann Krueger.

2) Approval in the amount not to exceed $48,617.25 to **Martz Bros.** for plowing and de-icing services at Main Campus (12/14/19 – 12/ 16/ 19, 12/18/19). Requested by Michael Beach.

3) Approval in the amount of $117,784.81 to **Blackboard** for annual software licensing renewal. Requested by Peter Gabriel.

4) Approval in the amount of $28,941.69 to **Hyland, LLC** for annual maintenance for ImageNow/Perceptive software. Requested by Peter Gabriel.

5) Approval in the amount of $28,661.50 to **Martz Bros.** for plowing and de-icing services at Main Campus and TEC (02/11 – 02/13/ 20). Requested by Michael Beach.

March bills totaling $4,657,095.71 includes February VISA bills of $261,290.06.

Items for Ratification

CONSENT AGENDA – ITEM C
April 21, 2020

1. $10,873.87 to **ACI Payments, Inc** for January 2020 payments. Requested by Michael Beach.

2. $21,200.00 to **ConvergeOne Inc** for Microsoft System Center Configuration Manager (SCCM) software and implementation. Requested by Peter Gabriel.

3. $13,576.48 to **ConvergeOne Inc** for our yearly renewal for Microsoft Server Licensing. Requested by Peter Gabriel.

4. $13,350.00 to **Kaplan Higher Education Corporation** for test preparation. Requested by Beth Ann Krueger.

5. $21,000.00 to **Assessment Technologies Institute, Inc** for exam prep materials. Requested by Beth Ann Krueger.

6. $16,575.00 to **ConvergeOne Inc** for computer software services – additional licensing pertaining to Shelter-in-Place order. Requested by Peter Gabriel.

7. $11,314.16 to **Kansas Lawn & Garden** for monthly installment for March 2020 at Main Campus. Requested by Michael Beach.

8. $25,214.70 to **U.S. Engineering Service LLC** for the chiller rebuild, east side of campus. Project previously approved. Requested by Michael Beach.

HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D
April 21, 2020

SEPARATION INFORMATION					
ACTION	**NAME**	**JOB TITLE**	**DEPT**	**DIV**	**EFF. DATE**
Separation	Pemberton, Elena	Business Development Manager	Technology & Workforce Development	Academic Affairs	03/17/2020
Retirement	Klamm, Susan	Administrative Assistant to the Dean	Health Professions	Academic Affairs	04/30/2020
Retirement	Hernandez, Miriam	Custodian I	Facility Services	Financial & Facility Services	05/15/2020
Retirement	Spillman, Janice	Executive Administrative Assistant	Vice President of Academic Affairs	Academic Affairs	07/15/2020
Separation	Cozart, Michael	Trio Project Director	TRIO	Student Affairs	04/08/2020
Resignation	Krueger, Beth Ann	Vice President of Academic Affairs	President	Academic Affairs	04/15/2020

RECOMMENDATIONS / APPROVALS						
ACTION	**NAME**	**JOB TITLE**	**DEPT**	**DIV**	**EFF. DATE**	**SALARY**
New Hire	Smith, Albert	Adjunct-HVAC	HVAC	Academic Affairs	03/16/2020	$833 per credit hours
New Hire	Spearman, Kimberly	PT Prometric Proctor	Technology & Workforce Development	Academic Affairs	03/16/2020	$15.00 per hour

New Hire	Comer, Sara	Veterans Certifying Specialist II	Military and Veteran Center	Student Affairs	TBD- Due to shelter in place orders/COVID-19	$46,000 annually
Interim Position	Pope, Jerry	Interim Vice President of Academic Affairs	President	Academic Affairs	04/13/2020 through Academic year 2020-2021	$111,129 annually
Interim Position	Margolis, Aaron	Interim Dean of Arts, Communications and Humanities	Arts, Communication and Humanities	Academic Affairs	04/16/2020 through Academic year 2020-2021	$90,000 annually

April 2020 Board Report
KCKCC Academic Affairs

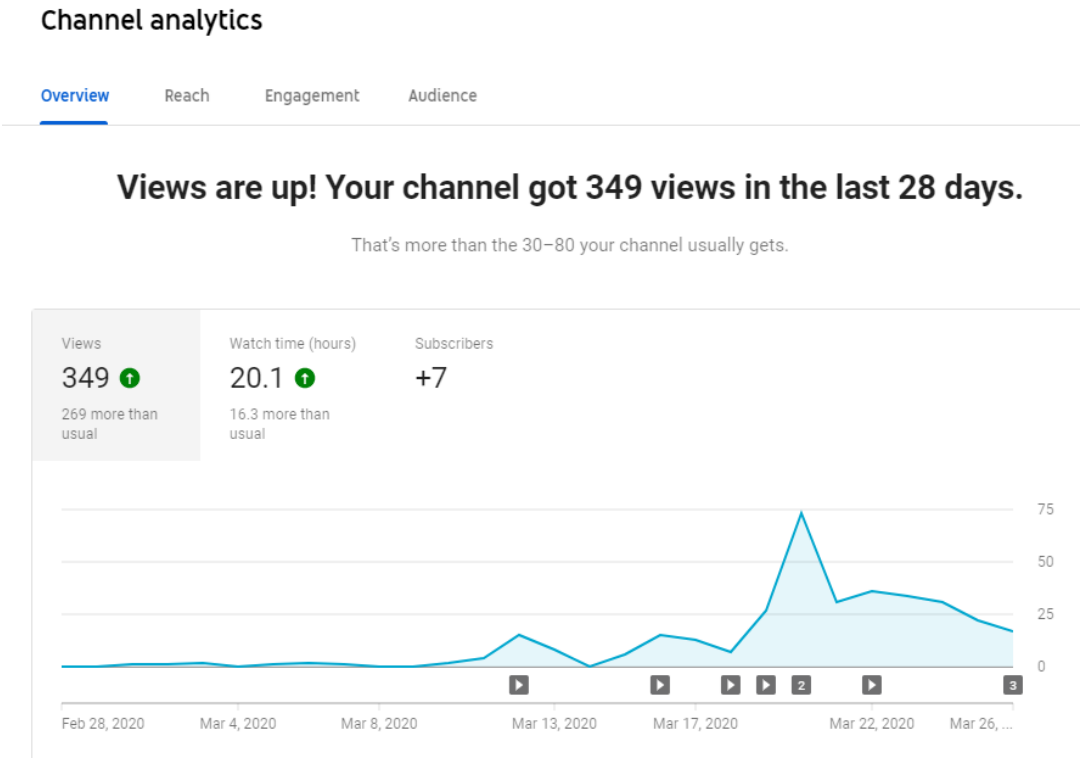
Academic Support and Assessment – Dean Cecelia Brewer

Center for Teaching Excellence (CTE)

For the last three years, the Center for Teaching Excellence (CTE) has had a YouTube Channel where brief training videos are posted. With the need to move courses online in response to the shelter-at-home order, CTE faculty created several training videos to further aid faculty in their move to online course environment. Two playlists with a number of helpful videos are posted. The playlists can be found at:
https://www.youtube.com/channel/UCABKT-dg1ihVsmzVQhLNgeQ
and there is a link in the Center for Teaching Excellence LibGuide
https://kckcc.libguides.com/Learning_Commons/onlineresources

A selection of videos created in the last month include:
Overview: Things to consider when going to an online course delivery
Tips for organizing your online course
Going virtual: Communicating and Remaining present in class
Adding video to Blackboard
Plagiarism detection tools in Blackboard
Zoom Meetings in Blackboard
Panopto Lecture Capture Tool: Basic Instructions

Between March 11 and March 26th, there were 349 views of the CTE YouTube videos.



April 2020 Board Report
KCKCC Academic Affairs

Learning Commons

In March, the Learning and Library Services launched its first newsletter, *On Common Ground*. Resources to help students make the transition online were featured. The newsletter can be accessed here: https://www.kckcc.edu/files/docs/covid-19/learning-commons-on-common-ground-vol-1-issue-1.pdf

Online Education Services (OES)

Approximately 250 HelpDesk tickets were submitted in the week of 3/29/2020-4/6/2020. This number will increase, as OES staff are still entering tickets that were closed. Most issues were resolved successfully with shorter timelines. Some were more time consuming and were generally related to these issues:

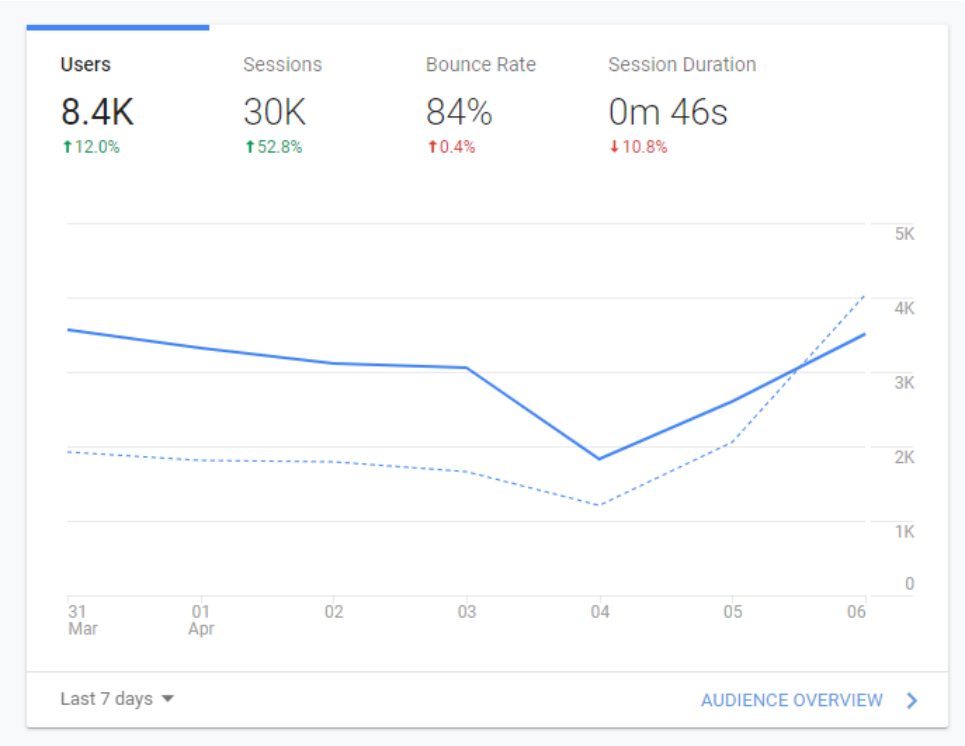
- Instructors' username in Blackboard didn't match their email accounts (name change of the instructor, marriage name change, etc.; or when the instructor had an email account that preceded the email naming convention currently in use). This created conflicts between the instructor's Zoom account, their Blackboard account, and their Panopto account. It took a few days to resolve several of these issues.
- Helping students use Zoom and helping them obtain access to some Panopto videos. Faculty could save their instructional videos to the cloud and have it pulled automatically over to Panopto. Permissions issues within some faculty Panopto accounts had to be resolved in order for students to view the video.
- A major issue for some students is their technology limitations or lack of technology skills. These issues are challenging to overcome and often very time consuming. Students who do not have a computer at home have accessed their online course using a cell phone. Some students use low cost phones that lack storage space or the speed to view the course, watch videos, or participate in a live online session. Some students do not have access to the internet.

Faculty have been very creative and OES has had a number of requests concerning how to use the existing technology in creative ways, such as having students submit video assignments.

To limit the number of HelpDesk tickets, OES and Center for Teaching Excellence provided three weeks of intensive training and support to faculty for transition to the virtual environment. OES sent 5,000 student orientation emails to the student's external email addresses. These emails contained: information about how to access Blackboard (learning management software), how to ensure they have the correct ID, and a frequently asked questions guide.

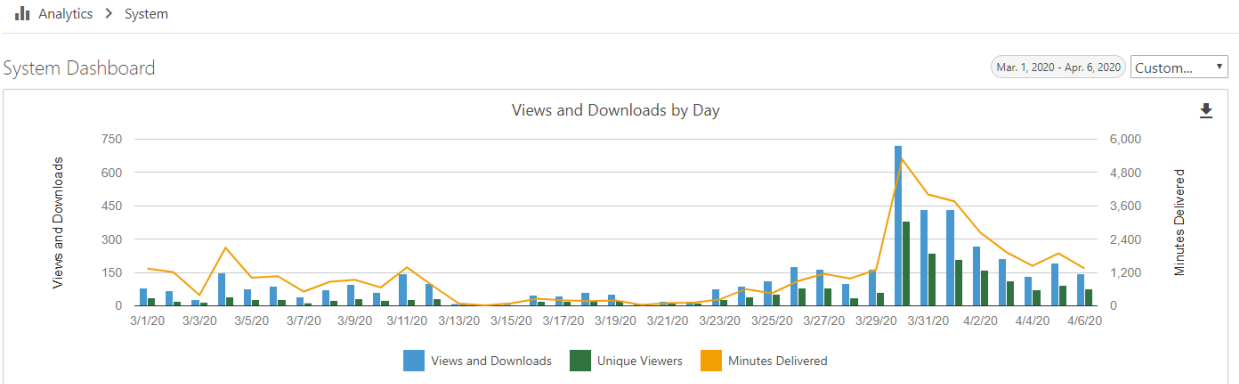
April 2020 Board Report
KCKCC Academic Affairs

Individual Visits to Blackboard by Day March 30-April 5, 2020

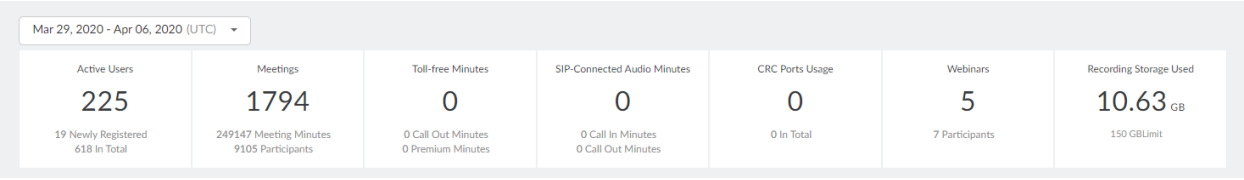


This represents a 50-85% uptick in students entering the system.

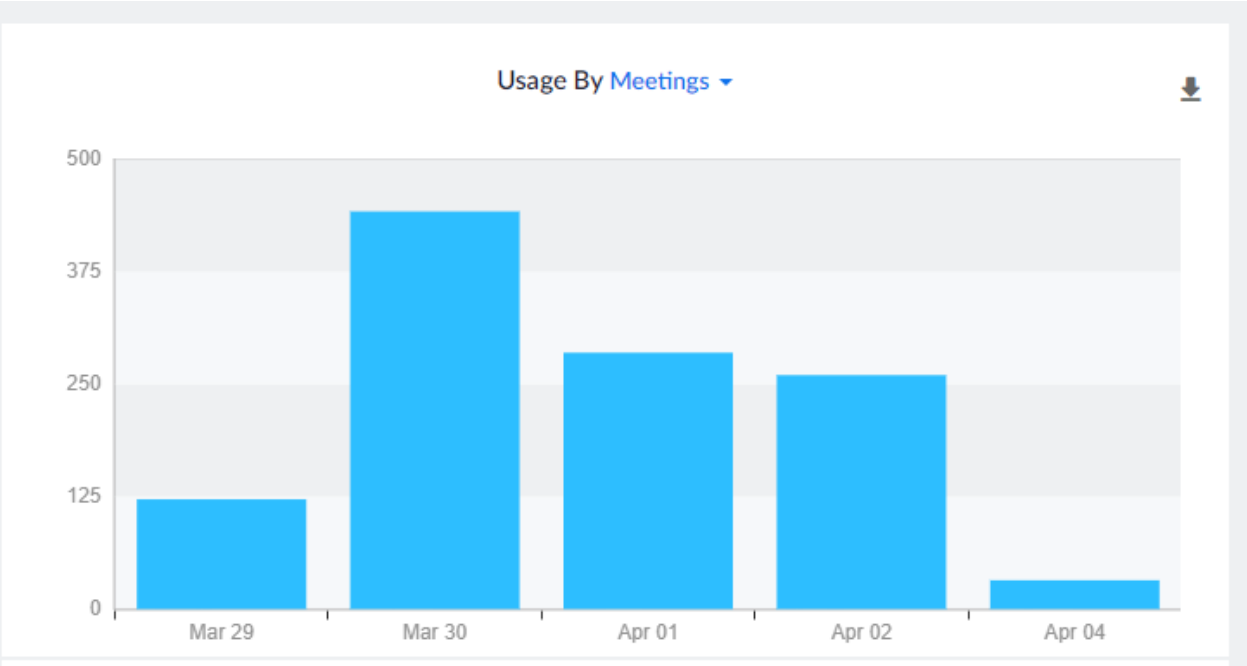
Panopto Usage for Month of March-April 6



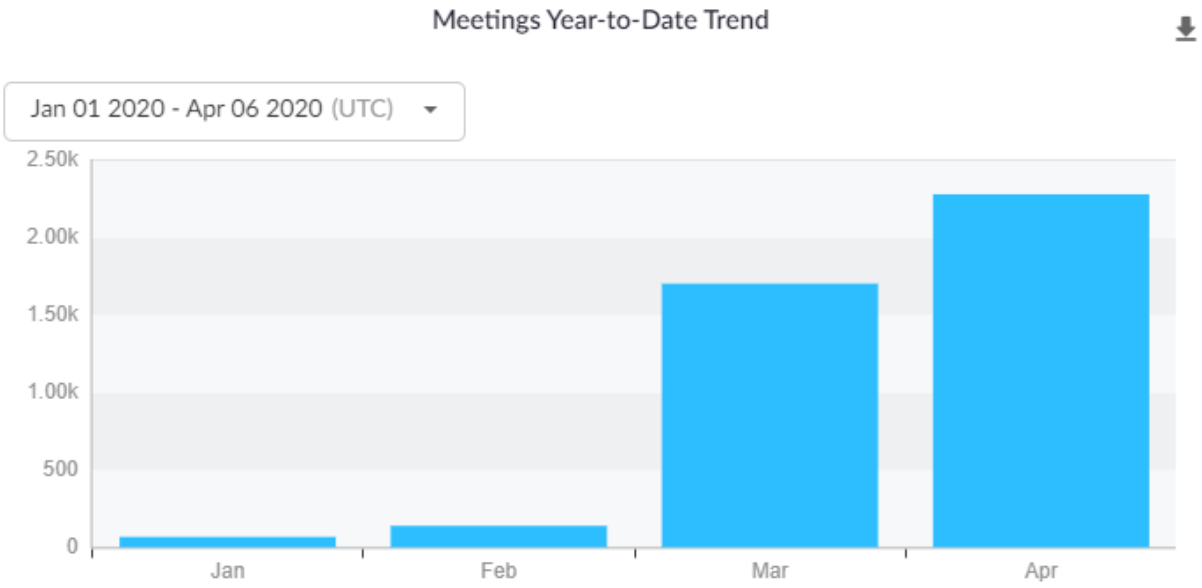
Zoom Meeting Usage March 29-April 6, 2020



Active users are the users on Zoom by meeting.



NOTE: In the graph above, the March 31 and April 3 dates are missing due to a glitch with the reporting area of the ZOOM software. The ZOOM company is aware of this glitch and is working to repair it.



April 2020 Board Report
KCKCC Academic Affairs

Arts, Communication and Humanities – Dean Jerry Pope

Though the immediate future of this summer's Heart of America Shakespeare Festival is yet unknown, two KCKCC Theatre Department students have received paid internships with the festival: Skylar Harper as Educational Intern, and Cody Wilson as Lighting Intern.

KCKCC Theatre student Zachery Garner performed in the Coterie Theatre's production of "Puffs," which had to close early due to COVID-19. Another KCKCC Theatre student, Alex Gumminger, was cast in Spinning Tree Theatre's production of "La Cage aux Folles," which also was cancelled due to the pandemic. Both of these theatres are professional theatres in the Kansas City area.

Mr. John Stafford, Associate Professor of Music, was selected as the 2020 Iowa Choral Directors Association All-State Jazz Choir Director to be held at Iowa State University in July 2020.

Former KCKCC vocal student Trevor Thoelke has been cast in The Theatre in the Park's summer production of "Mamma Mia."

Ms. Sarah LaBarr, Adjunct Professor of Music, was chosen by Actors' Equity Association to attend Arts Advocacy Day in Washington, D.C. Unfortunately, this event was cancelled due to the pandemic. Ms. LaBarr was scheduled to meet with senators and congressional members from Missouri.

Dr. Justin Binek, Assistant Professor of Music, presented the webinar "Online Teaching for the Non-Online Teacher" on behalf of the Jazz Education Network (JEN) on March 17th. JEN reached out to Dr. Binek after Sharon Burch, JEN's Executive Director, read a social media post that Dr. Binek had written offering help to colleagues who were dealing with moving courses online for the first time. The webinar was open to the public (not just JEN members) and streamed live on Facebook to hundreds of viewers. The original Facebook stream has been viewed over 10,000 times and counting, and the webinar (with a detailed supplementary handout provided by Dr. Binek) is available at https://jazzednet.org/resources/teaching-online/. Later that same day, JEN hosted another webinar from Dr. Matt Leder of Gadsden State (AL) Community College on the topic of teaching online lessons.

Mathematics, Science, Business and Technology – Dean Dr. Ed Kremer

Dr. Mary Patterson, adjunct biology and chemistry, coordinated efforts for the donation of personal protective equipment (PPE) to the Wyandotte County Health Department. Additionally, she coordinated the loan of an ultraviolet light and donation of gloves to Hope Faith Ministries, which is serving the homeless during this crisis.

Associate Biology Professor Dr. Ladrian Brown was a guest on a podcast, *The Gap Podcast Series*, April 1st. She provided a public health update on COVID-19 in general and as it relates to maternal /child health and minorities.

Associate Mathematics Professor Dr. Rochelle Beatty attended the National Organization for Student Success (NOSS) conference in Nashville, TN from March 11 – 14. She presented as part of a panel to provide information for and facilitate a discussion for the upcoming National Math Summit, which will be a pre-conference for NOSS in Spring 2021.

The Math Department developed temporary Multiple Measure Placement guidelines for this summer and fall. These guidelines will be used to advise students during this time when Placement testing cannot be done. The guidelines were shared with the Placement Testing Center and the Academic Advising Center.

The Wellness Center Faculty, Joe Mundt, Pam Hall, Latricia Joyner, and Debra Likins, have been temporarily reassigned to Online Education Services (OES). These faculty teach online already and attended further training with OES over spring break to prepare for their new assignment. They are supporting faculty and students with the shift to virtual classes and helping staff the OES HelpDesk.

Biology Professor Dr. Curtis Smith will be presenting a virtual Academic Symposium on the Center of Teaching Excellence's YouTube Channel entitled, "The Biology of COVID-19."

Dr. Curtis Smith has setup all of the remaining labs for microbiology. He is completing the labs and videotaping the procedures and results. He shares this data with the all Microbiology lab instructors so they can provide it to their students.

Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

Dr. Ron Malcolm, adjunct sign-language instructor in the SBSPS division, has had another article published in *Autism Parenting Magazine*. The article is entitled "How Do I Talk to My Child with Autism about Coronoavirus (COVID-19)?" The importance and the timeliness of the article cannot be overstated. In his article Dr. Malcom offers ". . . ten simple tips to consider when explaining coronavirus with your child with autism spectrum disorder . . ."

Dr. Hira Nair, Psychology Professor, Coordinator of the Education Program and Coordinator of the K-Step Up program, has worked with Tami Bartunek, Vice President of Marketing and Randy Royer, Director of Media Services, to create a video highlighting the program. The video features Dr. Mosier. The link to the video is below.
https://www.kckcc.edu/academics/divisions/social-behavioral-sciences-public-services/k-step-up.html

Professor Michael James, Coordinator of the Addiction Counseling Program, and adjunct Economics Professor Doug Copeland both noted that the breakout meeting room feature in Zoom (online conferencing software) made a big difference because their classes were able to continue with small group discussions and assignments. Professor James commented that when using the breakout feature in Zoom, the students ". . . seem to be talking about what they are supposed to (when in the small groups) more than they did when they were in the on-ground class." Professor James also mentioned how well Zoom has worked for him when meeting one-on-one with students. He stated, "They (the students) seem to like the face-to-face. I think some

are starting to feel the strain of feeling isolated." This technology really helps to combat that feeling of isolation.

Professor Doug Copeland said "I have found that Zoom is not only a great way to hold and to record any synchronous class sessions . . . but it is also a wonderful way to record short presentations that enable you to focus on a specific concept . . ."

Anthropology Professor Antoinette Egitto, to help her students, has taken advantage of the fact that some textbook providers are offering free access to e-books through the end of May. She conveyed this information to her students and was able to show them how to access the e-books.

KCKCC Art Gallery Curator, Shai Perry, has continued to work on the ambient space project. She is also collaborating with artist and writer Alice Polly, MFA, to feature The Art of Sewing virtual workshop Tuesday, April 28th from 11:00 am until 12:00 pm on the ICC/Art Gallery Facebook page. The Art of Sewing class can be accessed through Facebook events@KCKCCART GALLERY or by typing Alice Polly Art of Sewing.

Career and Technical Education – Dean Chef Cheryl Runnebaum

The Kansas City Kansas Community College – Technical Education Center (KCKCC-TEC) hosted the "Middle School Career Awareness" event at TEC on Tuesday, March 3 and Wednesday, March 4. The event allows students to do hands-on activities and actively experience each program offered at TEC. The middle school students are put into groups that rotate to each program's station. Current students in the programs teach and lead the middle school students through the activities. This event showcases opportunities available once students become juniors in high school. It also demonstrates opportunities available after graduating the programs.

Fourteen (14) programs participated in the Middle School Career Awareness event: Automotive Collision Repair, Automotive Technology, Building Engineering and Maintenance Technology, Computer Support Specialist, Construction Technology, Cosmetology, Culinary Arts, Early Childhood Education, Electrical Technology, Health Careers, Heating & Refrigeration, Multimedia, Nail Technology, and Welding Technology.

Tuesday, March 3 from 8:30 am to 10:45 am the following USD 500 middle schools attended:

- Central Middle School - 32 students
- Northwest Middle School - 48 students
- Rosedale Middle School - 48 students
- Argentine Middle School - 44 student

Tuesday, March 3 from 11:45 am to 1:45 pm the following USD 500 middle schools attended:

- Eisenhower Middle School - 29 students
- Arrowhead Middle School - 33 students
- Gloria Willis Middle School - 80 students

Wednesday, March 4 from 8:30 am to 10:45 am:

- Clark Middle School (Bonner Springs) - 198 students

Wednesday, March 4 from 11:45 am to 1:45 pm:

- Turner Middle School - 98 students

Grand total of Middle School students attending this 2-day event: 610 students (see photos below and next page)

April 2020 Board Report
KCKCC Academic Affairs

In response to the COVID-19 “shelter-at-home” order, the Adult Education Program adjusted its programmatic delivery to a virtual environment. Ms. Valerie Piercey, Assistant Director of Adult Education, met with all Adult Education teachers the week before Spring Break to prepare. The educators went into immediate action anticipating the possibility that adult education classes may need to go to a totally virtual format following Spring Break. Collaborating early on helped the Adult Education educators create a plan of action for all students who may or may not have access to computers. What has been truly exciting is that the teachers have gone the extra mile to educate themselves about other delivery formats for effective communication with students. Examples are: Zoom, Google meet, Socrative, Azar Grammar, Newsela, Kahoot, and Khan Academy. Adult Education teachers have also reached out to other teachers in other departments. It has truly been a team effort.

The KCKCC-TEC SkillsUSA chapter hosted its annual job fair on March 11. More than 40 employers attended the event and met with soon-to-be graduating TEC students about potential careers at their companies (see photos, below).

KCKCC-TEC evening Electrical Technology students toured the Kaw River Water Treatment Plant in Lawrence on March 13 (see photo, below).

KCKCC-TEC Commercial and Residential Equipment Technology (CRET) students finished making their own refrigerators. The students learned how to correctly design and charge a refrigeration system. Students experienced design changes as the refrigerator was being made; learned about different fan placement for better air movement; and learned about insulating boxes for better cooling (see photos below).

April 2020 Board Report
KCKCC Academic Affairs

KCKCC hosted the American Culinary Federation (ACF) – Greater Kansas City Chef's Association March 10th meeting at KCKCC-TEC. Culinary Arts students and instructors prepared, served, and demonstrated food preparation for the meeting (see photos, below).

Health Professions – Dean Dr. Tiffany Bohm

Dr. Deanne Yates, Physical Therapy Assistant faculty and program alumnus, successfully defended her dissertation on March 27, 2020 to earn her PhD in Adult Learning and Leadership from Kansas State University. Congratulations, Dr. Yates!

The Nursing faculty have worked hard to incorporate resources from ATI, NurseTim, KeithRN, and SwiftRiver to transition all clinical and simulation activities online (transition was done as a response to the COVID-19 pandemic shelter-at-home order). Some faculty in the Health Professions Division are integrating Proctorio services. This will allow proctoring of exams to help increase test security and integrity in a remote environment.

The Kansas Department of Aging and Disability Services has allowed CNA students to utilize their first 25 hours of work experience to count for clinical experience in order to complete their coursework. While not all facilities are allowing students to apply, six (6) openings are available and students are in the process of applying for those positions. Students who do not obtain employment will complete the clinical portion of the course once the long-term care facilities allow clinics to resume.

Last fall, several of the nursing faculty incorporated targeted learning sessions for December graduates. These sessions addressed specific areas of the curriculum that had been identified as needing improvement. Preliminary results show these sessions to be extremely effective as the December 2019 graduates have a 90.9% NCLEX first-time pass rate. For reference, the December 2018 graduates had an 81.8% NCLEX first-time pass rate in spring 2019. Thank you to the faculty who conducted these important sessions for students.

Simulation Center Open House on April 6, 2020 has been postponed. Tentatively it will be rescheduled for Fall 2020.

The Division of Health Professions donated over $5,500 of personal protective equipment (PPE) to the Wyandotte County Health Department for use throughout the county to protect front-line workers in the fight against COVID-19. Additionally, eight advanced breathing devices (ventilators, positive airway pressure, etc.) were loaned to valued respiratory therapy clinical partners at Providence Medical Center, The University of Kansas Health Systems, and North Kansas City Hospital (see photos, below).

ENROLLMENT MANAGEMENT – TINA CHURCH LEWANDOWSKI, INTERIM DEAN

All enrollment management staff have been working diligently to deliver their services to students remotely with the same high-quality customer service that our students receive face-to-face.

Enrollment Report

- Spring 2020 enrollment comparison (April 6, 2020, compared to April 8, 2019)
  - Headcount is down -5.38% (a decrease of 291 students), and credit hours are down -3.69% (a reduction of 1768 credit hours) for the spring 2020 semester.
  - Unfortuanlty, we expect more withdraws due to the COVID-19 crisis, the last day to withdraw from a spring 2020 course is April

Spring 2020 headcount comparison

Campus	Headcount			
	04.06.2020	04.08.2019	Change #	Change %
	Spring 2020	Spring 2019		
AMZN	8			
DWNTN	14			
FRSC	20	32	(12)	-37.50%
HS	960	944	16	1.69%
MC	2,362	2,600	(238)	-9.15%
OC	290	256	34	13.28%
OL	1,788	1,911	(123)	-6.44%
PION	251	270	(19)	-7.04%
TEC	760	788	(28)	-3.55%
USDB	54	60	(6)	-10.00%

Spring 2020 credit hour comparison

Campus	Credit Hours			
	04.06.2020	04.08.2019	Change #	Change %
	Spring 2020	Spring 2019		
AMZN	24			
DWNTN	36			
FRSC	191	225	(34)	-15.11%
HS	5,055	5,406	(351)	-6.49%
MC	17,248	18,766	(1,518)	-8.09%
OC	1,704	842	862	102.38%
OL	10,504	10,890	(386)	-3.54%
PION	1,968	2,069	(101)	-4.88%
TEC	8,930	9,254	(324)	-3.50%
USDB	409	385	24	6.23%
Total	46,069	47,837	(1,768)	-3.70%

Spring 2020 student demographic data

Race/Ethnicity	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %
American Alaska Native	32	34	(2)	-5.88%	0.63%
Asian	234	251	(17)	-6.77%	4.57%
Black or African American	929	1,090	(161)	-14.77%	18.16%
Hawaiian Pacific Islander	13	7	6	85.71%	0.25%
Hispanic	1,129	1,313	(184)	-14.01%	22.07%
Multi-racial	240	238	2	0.84%	4.69%
Unknown	223	115	108	93.91%	4.36%
White	2,087	2,358	(271)	-11.49%	40.80%
Non Resident	228		228		4.46%

All enrollment data was provided by Institutional Research on 4/6/20.

OFFICE OF ADMISSIONS – TINA CHURCH LEWANDOWSKI, INTERIM DEAN

Personnel

- The Admissions Specialist I – Operator and the High School Partnership Coordinator II positions are in the final stages of the search process.
- The Admissions Recruiting Coordinator position has been posted.

Wyandotte High School Downtown location

- Radio show with Reyes Media Group was canceled due to COVID-19 until further notice
- The news article was completed for KC Hispanic News (see attachment)
- Communication has taken place with community agencies to inform the status of the classes currently are on the line.

SOAR Orientation

- Fall 2020 SOAR will be moved to a virtual format.

High School Partnership Program

- The fall 2020 enrollment process has begun; we have migrated the enroll to an electronic process.
- We anticipate a few additional withdraws for the spring 2020 semester due to the COVID-19 crisis.

International Affairs

- KCKCC's F-1 status international students are struggling with unique challenges due to the global COVID-19 situation.
    - Two-thirds of KCKCC's current F-1 status international students returned to their home countries in March 2020.
        - Many of these students are uncertain about returning to KCKCC for Fall 2020 due to financial constraints and uncertainty about summer international travel restrictions.
    - Many of our F-1 status international students who remained in the U.S. are in precarious financial situations; 3 students have begun compiling the daunting application to United States Citizenship & Immigration Services for (unlikely) work permit approval due to *Severe Economic Hardship due to Unforeseen Circumstances*.
- International applications from F-1 visa seeking students are slowly trickling in, although few students have submitted required supplemental items.
    - Currently 8 total international applicants

        - 1 has completed
        - 2 have submitted some, but not all, required supplemental items
        - 5 have submitted only the application itself
- The number of F-1 status international students attending KCKCC in Fall 2020 is anticipated to drop from Fall 2019 drastically.
    - All U.S. Consulates abroad have suspended routine visa services and are closed indefinitely
    - Financial strain, current travel restrictions, and the uncertainty of being able to obtain a visa – all due to the global COVID-19 situation – are the major factors preventing and/or discouraging international students from seeking to study in the United States for the 2020-2021 academic year.

STUDENT SUCCESS CENTER – SHAY DODSON, LEAD ADVISOR

2020 Advising Data in Teams (click to open combined advising activity report)
Student Sign-In Comparisons 2017-2019 (click to open report)

STUDENT SUCCESS CENTER: IN-PERSON ADVISING DATA
NR = Not Reported

On-Campus Advising / Type of Visit (in person visits / students who signed in at MAIN SSC, TEC, or PION)	**MAIN**	**PION – no data reported, please see Marcia's PCC Report**	**TEC**
General Advising	58		17
Graduation Check	28		55
Degree Audit	0		
New Enrollment	4		
Returning Enrollment	9		
Schedule Adjustment	0		
Withdrawals	8		
Drops	0		
Financial aid exclusion	1		
Major Change/Update	0		
Dismissal/Reinstatement	0		
	108		72

Walk-In Advising	61		
Advising Appointments	47		
GRAND TOTAL	**108**		**72**

ONLINE ADVISING (MAIN CAMPUS)
***counts do not include advisor replies**

General Advising Email Inbox / advising@kckcc.edu	
General advising (not including replies)	57
Enrollments	5
Drop Requests	0

TOTAL	**62**

Online Class Advising Data / ocadvisor@kckcc.edu + Online Advising Form	
General advising (not including replies)	27
Enrollments	0
	27

INDIVIDUAL ADVISOR EMAIL DATA (Main Campus)

Email ADVISING	Email Drops	Email ENROLLMENTS
389	20	15

WITHDRAWAL & DROP REASONS / ATTRITION: No data recorded for March for PION

Attrition Reasons (in person)	MAIN	PION	TEC
Fell behind, can't catch up, or failing course	5		
Course no longer required (major change)			
Family care / childcare			
Financial Difficulties			
No Financial Aid / FA exclusion			
Physical Health Concerns	1		
Disliked course subject matter			
Mental Health Concerns			
Time Management / lack of time			
Transferring / where/what program?			
Work conflict			
Instructor concerns			
Online Difficulties			
Other - please list: Personal reasons	2		
COVID-19 (Registrar's office is tracking # of students withdrawing due to COVID-19 related reasons)			
TOTAL	**8**	**NR**	**0**
Full-term withdrawal / Retention Surveys Collected	0	0	0

ADVISOR REPORTS – TECHNICAL EDUCATION CENTTER

Ashley Irvin (TEC)

- Graduation checks & calls to new and admitted TEC students for summer/fall 2020 enrollment

Lourdes Olivares-Baker (TEC)

- Graduation checks & calls to new and admitted TEC students for summer/fall 2020 enrollment

ADVISOR REPORTS – MAIN CAMPUS

Christopher Munoz

- Transfer Club events canceled for the remainder of the semester

Judith Appollis

- Worked with Shay to create an email message of support and encouragement that went out to all students on March 30 https://www.kckcc.edu/files/docs/covid-19/email-from-the-ssc-regarding-su-fa-advising-and-enrollment-3.30.20.pdf
- Assisted TEC advisors with student outreach via phone and email to notify TEC students about online/phone enrollment

Date	Event	Type of Event
03/04	Women's History Month	KCKCC Activity Voices of Suffrage movement
03/10	Time Management Power Tips Webinar	Professional Dev opp. Student Enrollment

LEAD ADVISOR REPORT

Shay Dodson, Interim Lead Student Success Advisor
Retention Efforts

- Midterm Unsatisfactory Grade Outreach – 0
  - Only a small % of midterm grades were reported, including final 1st 8 week grades so I did not conduct unsatisfactory midterm grade outreach, in light of COVID-19 and many students struggling personally, but also academically. Instead, we sent a message of support along with other offices on campus who did the same (Learning Commons) and we are focusing our advising efforts on the many students who are reaching out with questions, concerns, and are in need of academic and personal guidance and support
  - Per Darren Elliott, Faculty Senate asked for an extension on final 1st 8 week grades and midterm grade reporting
- Early Alert submissions received from faculty: 13
  - At the end of March, additional faculty members reached out to me directly regarding students of concern or to get student contact information
  - Judith Appollis is responding directly to early alerts and reaching out to students via student email, personal email, and all phone numbers on file

- Worked with Judith Appollis to craft email message of support & encouragement that went out to all students on March 30 https://www.kckcc.edu/files/docs/covid-19/email-from-the-ssc-regarding-su-fa-advising-and-enrollment-3.30.20.pdf

- Worked with Dr. Wilson to draft Student FAQs for COVID-19 https://www.kckcc.edu/communications/covid19/frequently-asked-questions.html

- Managed KCKCC Student Success Center Facebook page at https://www.facebook.com/kckccSSC/

- Advising and enrollment services are entirely virtual via phone, email, online enrollment advising form, and new remote delivery options
  - Added new, remote advising methodologies such as:
    - Video Chat (Office 365 Teams) – many students prefer Teams Video Chat but others prefer email or phone
    - Instant Message (Office 365 Teams) – At least 50 students have sent advisors unique messages via Teams IM
    - Text (Google Voice) - At least 50 students and 100+ texts (general inquiries) have been sent to advisors via Google Voice

    All Student Success Advisors and Student Success Center front desk staff are using google voice phone numbers to forward their office lines and mask their personal phone number. Students are also using these numbers to text us with general advising questions.
  - Worked with Matt Fowler to create new content for the web to update students about virtual advising and enrollment procedures
    - The SSC advising website https://www.kckcc.edu/student-resources/student-success-center/advising.html
    - How to Register for Classes https://www.kckcc.edu/files/docs/covid-19/email-from-the-ssc-regarding-su-fa-advising-and-enrollment-3.30.20.pdf
  - Worked with Ashley, Lourdes, and Anita on promoting TEC enrollment procedures https://www.kckcc.edu/files/docs/covid-19/tec-enrollment-poster.pdf

CAREER SERVICES – MARK TURNER, COORDINATOR
The outbreak of the Coronavirus has caused an interruption in many planned activities. Below you will find the events for March.

- Student employment assistance online.
- Registered for a Zoom Meeting with the Greater Kansas City Chamber of Commence
- Interns and supervisors have been notified that they will be paid throughout the spring semester.

STUDENT FINANCIAL AID OFFICE- MARY DORR, DIRECTOR

Financial Aid Applications Received as of April 3

Academic Year	Total Number of Records	Records Received in March
2019-2020	10,206	98
2018-2019	12,827	194
2017-2018	12,958	247

Financial Aid Disbursed to Student Accounts as of April 3

	FALL	SPRING	TOTAL
2019-2020	$6,140,897	$4.722,132	$10,863,029
2018-2019	$6,924,117	$5,658,141	$12,582,258
2017-2018	$7,365,782	$6,150,666	$13,516,448

***Does not include third party payments or KCKCC Foundation Scholarships**

2020-2021 Financial Aid Processing as of April 3

Academic Year	Number of FAFSAs Received	Number of Students Awarded
2020-2021	3646	2244

COVID-19 Activities

- All Student Financial Aid Staff are working remotely at home and have access to our financial aid systems.
- All awarding and disbursements have been performed daily.
- Student emails and phone calls have been answered within 24 hours.
- Work-Study students and supervisors have been notified that they will be paid throughout the spring semester. We are working closely with Payroll.
- Students needing to charge books and supplies to their financial aid were authorized to order required material online at the KCKCC Bookstore web site.
- Staff receive daily updates by NASFAA (National Association of Student Financial Aid Administrators) regarding the Department of Education's actions and regulations.
- All conferences that staff had planned to attend both, local, state and national have been canceled
- We are reaching out to high school counselors and College & Career Academy Facilitators to help with any issues that high school seniors have in completing the 2020-21 FAFSA.

COVID-19 Student Relief Fund

- The Student Financial Aid Office set up the process and procedures, along with the Business Office, in awarding and disbursing COVID-19 Student Relief Funds to students who are attending the Spring 2020 semester and apply.

REGISTRATION AND RECORDS – THERESA HOLLIDAY, REGISTRAR

Verification Services:

U.S. Office of Personnel Mgmt.

- Degree Verifications: 11

Clearinghouse Verifications: 12

Respiratory Therapy Licensure Paperwork: 4

Phone/Faxed Employer Degree Verifications: 4

Student Record Services:

- Information Updates
  - In person:11
  - On-line 29
  - Web-Obtained 2
- Major Changes
  - In Person:7
  - On-line 29
- Grade Changes: 4

- Address Correspondence
    - Return Mail: 13

Withdrawal Processing

- Online Student Requests: 124
- Walk in withdrawals: 14
- Students Administratively Withdrawn: 55

Residency

- Out of State to in-state: 1

Transfer Credit Posting (2019 Fall Degree Seeking Applicants)

- 46 of 156 with less than 24 transfer credit hours
- 12 of 44 with more than 24 transfer credit hours.

Military Credit Evaluation: 4

Enrollment Services:

- Schedule Adjustment Services:
    - High School: 1
    - 100% Drops: 1
    - No shows: 11 (students dropped from a course section)

Transcript Services:

- Incoming Transcripts processed:
    - Received via Parchment: 27
    - Received via Clearinghouse, mail, in-person: 75
- Outgoing Transcripts processed

  Produced In-House: (383 total)
    - Official from Ellucian: 16
    - Official from Perceptive Content: 8
    - Unofficial: 11

  Produced via Parchment: (352 total)
    - E-Transcripts: 299
    - Paper Transcripts: 53

Graduation Services:

- Degree Checks processed:
    - May 2020: 341
      (139 more than last month)
    - Summer 2020: 83
      (61 more than last month)
    - Fall 2020: 2
      (No new reporting this month)
- Degrees and Certificates Conferred
    - 4 – Back dated graduates

Graduation Activities:

- In conjunction with the Student Success Center we planned and hosted the Spring 2020 Graduation and Transfer Fair
- The graduation application deadline posters were created and posted around campus
- The commencement attendance certificate was ordered
- Working to ensure that enough attendance certificate holders were ordered
- With commencement cancelled, the graduation application date was extended
- Exploring a virtual graduation

Registrar Office Activities:

- The mid-term academic calendar was revised due to the extended Spring Break and changes in offering classes due to the pandemic.
- Email and voicemail scripts were created to address the Stay in Place mandate.
- Registrar page updated to share our best contact information while we serve the community at home.
- WebAdvisor email reply updated to share new information during the Stay in Place mandate.
- To prepare for early enrollment 129 High School transcript holds and 75 college transcript holds were placed on student records.

- Assisting in researching the pass/fail grade option for students who want to pursue that option this semester due to the change in teaching format and other COVID-19 related matters
- Many of our letters have been updated to be emailed to students. We wanted to allow them to get still their information timely.
- Many forms are now on MyDotte and are fillable in PDF to assist with easier access to forms and ensuring that they are completed timely and correctly.
- The COVID-19 was added to the Student Withdrawal form as a reason for withdrawal for tracking and assisting students who may be withdrawing for difficulties resulting from COVID-19.
- The Registrar team is working to ensure that the Clery Act and Title IX training are completed by April 23.

Co-Curricular Activities:

- The entire office participated in HLC sessions and shared input
- Theresa Holliday, the Registrar, is serving on the hiring committee for the Director of the Student Success Center.
- Theresa Holliday, Registrar and John Olson, Coordinator of Graduation and Transcript Services assisted with the KC Scholars application review process.

TESTING SERVICES – FAITH MOODY, TESTING SPECIALIST

Total Placement Tests This Semester

Spring 2020*	Spring 2019	Spring 2018
1098	2375	1924

*Spring 2020 is as of report date, other years are semester totals.

March Placement Test sessions

Year	Main Campus	PCC	TEC	High Schools	Distance Education	Total
March 2020	22	1	4	320	0	347
March 2019	76	24	13	169	2	284
March 2018**	119	33	24	172	0	348

**2018 are ACCUPLACER Classic tests the other years are ACCUPLACER Next Generation tests.

March Developmental Numbers

Year	Test Sessions for:	Reading Placement	Composition Placement	Math Placement	Overall
March 2020**	# Administered	275	298	98	347
	Developmental	207	224	33	239
	% Developmental	75%	75%	34%	69%

March 2019	# Administered	251	261	108	284
	Developmental	150	189	56	195
	% Developmental	60%	72%	52%	69%
March 2018	# Administered	271	295	137	348
	Developmental	181	192	91	251
	% Developmental	67%	65%	66%	72%

PIONEER CAREER CENTER – MARCIA IRVINE, DIRECTOR

- 3/2/20 Melissa Davis and Kim Taylor met with representatives of Catholic Charites to discuss partnering and removing barriers, to help those in the LV community wanting to take academic classes and TEC classes at KCKCC Pioneer Career Center. They are currently working with a few families in the area and would like to find out what we had available that could help get them taking classes. We discussed transportation, FASFA, enrolling, and testing.
- 3/2/20 and 3/3/20 Marcia Irvine attended and participated in many HLC sessions at the main campus.
- 3/4/20 The KCKCC PCC Electrical students finished the basement project at First United Methodist Church in Leavenworth. The students installed 10 receptacle outlets with all the wirings, boxes, and accessories and they installed 50 ft. of Wiremold raceways with all the wirings, and accessories.
- 3/6/20 Friday, March 6 was National Oreo Day and we had a drawing for a jar of Oreo's. Out of 115 participants, we had a TIE on our Oreo jar guessing…the number of Oreo's in the jar was…210!!!
- 3/9/20 Hired Emily Fletcher as our Student worker, with a start date after Spring break, but she has been unable to begin because of COVID19?
- 3/11/20 Kim Taylor attended and provided information to the monthly Leavenworth Lansing Chamber of Commerce coffee.
- 3/11/20 Kim Taylor represented PCC and assisted at the Graduation and Transfer fair.
- 3/12/20 The KCKCC PCC Foods II class visited Fortune Fish & Gourmet. Fortune Fish & Gourmet is the leading seafood and specialty foods distributor in the Midwest. The students watched the proper way to filet halibut. The students returned to campus with fish and live lobster to prepare.
- 3/12/20 Staff Senate appreciation day at PCC, where staff and faculty enjoyed sweets and savories provided by staff senate.
- 3/12/20 PCC was notified that we would not be able to offer Construction Technology in our facility in the fall.
- 3/13/20 The Electrical students finished an electrical project for a Leavenworth community member. The students were able to install two wall sconce light fixtures with a light switch and three boxes with 200 ft of 14/2 cable. The community involvement and knowledge these students are experiencing will help them be better in the classroom and in the electrical field.
- 3/13/20 The HVAC students learned how to use the new recovery machine that was purchased with the donated funds from the First United Methodist Church.
- 3/13/20 KCKCC Pioneer Career Center hosted a College Fair for students to visit and discuss continuing their education beyond KCKCC. Lydia Barnhart, Coordinator of Special Populations, was here from Kansas State University, Kim Jones, Community Development Executive from

Ottawa University, Lisa Fritz, Relationship Manager from Bellevue University, and Carlos Mena, Admissions Counselor from the University of Saint Mary.

- The building has been shut down for the remainder of the month. Most are working and serving our students from home.
- DISCIPLINARY BARRACKS and JOINT REGIONAL CORRECTIONAL FACILITY (JRCF)
    - 3/12/20 Met with 13 students for advising and registration for summer.
- USDB
    - The scheduled visit had to be canceled

MILITARY AND VETERAN STUDENT SERVICES – WADE ABEL, DIRECTOR

- Though the Veteran Center itself is closed due to Corvid-19, the staff continues to provide services remotely to KCKCCs Military Affiliated student population. The Center is working with VA representatives to ensure our students using VA Educational benefits have the latest information to allow them to make informed decisions. The Veterans Center is maintaining contact with students through emails, phone, and social media platforms. The Veteran Center is also in the process of hiring a Certifying Specialist and Administrative Assistant.

Veteran Center Visitors			
	AY18-19	**AY19-20**	
August		281	
September	48	313	
October	185	307	
November	132	245	
December	105	124	
January	189	173	
February	218	216	
March	159	101	
April	209		
May	104		
June	56		
July	74		**Total**
Total	**1479**	**1760**	**3239**

Branch of Service		
Army	1668	51%
Maines	609	19%
Navy	273	8%
Air Force	397	12%
Coast Guard	6	1%
N/A	287	9%
Total	**3239**	

Type of Visitor		
Active Duty	517	16%
Veteran	1833	57%
Military/Veteran Dependent	587	18%
Civilian	303	9%
Total	**3239**	

Reason For Visit		
Study	859	27%
Socialize	1070	33%
Benefits Question	435	14%
Enroll & Application Questions	191	6%
Computer Use	414	13%
Other	271	8%
Total	**3239**	

Students Using VA Educational Benefits

Term Certified	**Number of Certs submitted**	**Hours Certified**	**Amount certified**
SP19	170	Not tracked	$199,002,00
SU19	75	Not tracked	$40,524.00
FA19	173	1542	$195,060.00
SP 20 (as of 2 Apr)	150	1653	$200,942.00

March events:
March 5: Veteran Center staff will attend a Kansas Army National Guard Education Symposium in Topeka.
March 12: The Veteran Center hosted the SVA club meeting.
Planned April Events: All events for April were canceled.

Kansas City Kansas Community College

Campus	Headcount					Credit Hours			
	04.06.2020 Spring 2020	04.08.2019 Spring 2019	Change #	Change %		04.06.2020 Spring 2020	04.08.2019 Spring 2019	Change #	Change %
AMZN	8					24			
DWNTN	14					36			
FRSC	20	32	-12	-37.50%		191	225	-34	-15.11%
HS	960	944	16	1.69%		5,055	5,406	-351	-6.49%
MC	2,362	2,600	-238	-9.15%		17,248	18,766	-1,518	-8.09%
OC	290	256	34	13.28%		1,704	842	862	102.38%
OL	1,788	1,911	-123	-6.44%		10,504	10,890	-386	-3.54%
PION	251	270	-19	-7.04%		1,968	2,069	-101	-4.88%
TEC	760	788	-28	-3.55%		8,930	9,254	-324	-3.50%
USDB	54	60	-6	-10.00%		409	385	24	6.23%
Total	5,115	5,406	-291	-5.38%		46,069	47,837	-1,768	-3.70%

Status	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %
First-time	805	817	-12	-1.47%	15.74%
Returning	4,310	4,589	-279	-6.08%	84.26%

Gender	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %
Unknown	2		2		0.04%
Female	3,055	3,262	-207	-6.35%	59.73%
Male	2,058	2,144	-86	-4.01%	40.23%

Race/Ethnicity	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %
American Alaska Native	32	34	-2	-5.88%	0.63%
Asian	234	251	-17	-6.77%	4.57%
Black or African American	929	1,090	-161	-14.77%	18.16%
Hawaiian Pacific Islander	13	7	6	85.71%	0.25%
Hispanic	1,129	1,313	-184	-14.01%	22.07%
Multi-racial	240	238	2	0.84%	4.69%
Unknown	223	115	108	93.91%	4.36%
White	2,087	2,358	-271	-11.49%	40.80%
Non Resident	228		228		4.46%

Location	Location Description
DWNTN	Downtown KCK
FRSC	Fire Science Building
HS	High School
MC	Main-Campus
OC	Off-Campus (Clinical Sites)
OL	On-Line
PION	Pioneer Center/Leavenworth
TEC	Technical Education Center
USDB	US Disciplinary Barracks

Headcount is down -5.38% for a decrease of 291.
Credit Hours down -3.69%,
for a decrease of 1768 credit hours.

Spring 2020 Data is accurate as of the run date / time.

Note: The sum of all locations will not be equal to the Total if there are students enrolled in multiple locations, in which case students are counted in multiple locations.

JUEVES, 19 DE MARZO DE 2020 | PERIÓDICO BILINGÜE KANSAS CITY

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Coronavirus has impacted people's lives and churches

El coronavirus ha impactado la vida de las personas e iglesias

BY DEBRA DeCOSTER AND JOE ARCE

Residents in the United States are grappling with the news that the Coronavirus is spreading. People of faith turn to their church to pray together for a stop to the disease and loss of life. Unfortunately, as the President of the United States, Donald Trump, has asked for large gatherings to cease, the Catholic church is following his advice. The Diocese of Kansas City-St. Joseph,

CORONAVIRUS.. / PAGE 3

TRADUCE GEMMA TORNERO

Los residentes en los Estados Unidos están lidiando con la noticia de que el Coronavirus se está propagando. Las personas de fe acuden a su iglesia para rezar juntas, para detener la enfermedad y la pérdida de vidas. Desafortunadamente, como el presidente de los Estados Unidos, Donald Trump, ha pedido que cesen las grandes reuniones, la iglesia católica está siguiendo su consejo. La Diócesis de Kansas City-St. Joseph,

EL CORONAVIRUS .../ PÁGINA 2

The coronavirus is having an enormous impact on everyday life as we know it. Area churches are canceling Sunday services or limiting the services they provide. On Tuesday, around 4 p.m. this is what KC downtown looked like, very little traffic and no one walking to and from area businesses.

El coronavirus está teniendo un enorme impacto en la vida cotidiana tal como la conocemos. Las iglesias del área están cancelando los servicios dominicales o limitando los servicios que brindan. El martes, alrededor de las 4 p.m. así es como se veía el centro de KC, muy poco tráfico y nadie caminando hacia y desde las empresas del área.

KCKCC offers evening courses for adults at Wyandotte High School

KCKCC ofrece cursos nocturnos para adultos en la Preparatoria Wyandotte

Eduardo Olvera is enrolled in ESL classes from the Kansas City, Kansas Community College that are held at Wyandotte High School close to where he lives. "My first plan is to dominate and speak English well. Then I want to get a certificate at the culinary school or do auto body painting or get one of the certificates to start my own business."

Eduardo Olvera está matriculado en clases de ESL (inglés como segundo idioma) en el Colegio Comunitario de Kansas City, Kansas (Kansas City, Kansas Community College) que se imparten en la Preparatoria Wyandotte, cerca de donde vive. "Mi primer plan es dominar y hablar bien el inglés. Luego quiero obtener un certificado en la escuela de gastronomía o hacer pintura corporal u obtener uno de los certificados para comenzar mi propio negocio".

BY DEBRA DeCOSTER

Kansas City Kansas Community College (KCKCC) has brought college classes for adults into the inner city by hosting courses at Wyandotte High School in Kansas City, Kansas during the evening hours. The college administration saw the need that adults wanted to further their education but didn't always have the time or transportation to travel to the campus at 7250 State Avenue. Last August of 2019, the college launched the new program at the local high school helping adults access the college and fulfill their goal of a college degree.

"We want the community to know there is a fantastic thing going on in downtown Kansas City, Kansas. We are now offering college courses at Wyandotte High School in the evening on behalf of Kansas City, Kansas Community College," said Nora Brown, Site Coordinator, KCKCC Wyandotte High School.

The program currently has 70 students enrolled in classes. Adult students

CURRENTLY 70 .. / PAGE 7

TRADUCE GEMMA TORNERO

El Colegio Comunitario de Kansas City, Kansas (Kansas City, Kansas Community College, KCKCC, por sus siglas en inglés) ha traído clases universitarias para adultos al centro de la ciudad, al ofrecer cursos en la Preparatoria Wyandotte, en Kansas City, Kansas, en horario nocturno. La administración del colegio vio la necesidad de que los adultos querían continuar con su educación, pero no siempre tenían el tiempo o el transporte para viajar al campus ubicado en el número 7250 de State Avenue. El pasado agosto de 2019, la universidad lanzó el nuevo programa en la escuela preparatoria local, que ayuda a los adultos a acceder a la universidad y cumplir su objetivo de obtener un título universitario.

"Queremos que la comunidad sepa que está

ACTUALMENTE 70.../ PÁGINA 7

El coronavirus está cambiando la vida cotidiana y cómo hacemos negocios

On KC Westside neighborhood, El Taquito La Fonda Mexican restaurant was very quiet on St. Patrick's Day. Normally they have a packed house of customers on this day. Due to the coronavirus their only option was to sell food to go, like so many other restaurants.

En el barrio KC Westside, el restaurante mexicano El Taquito La Fonda estaba muy tranquilo el día de San Patricio. Normalmente tienen una casa llena de clientes en este día. Debido al coronavirus, su única opción era vender comida para llevar, como tantos otros restaurantes.

CONT./PAGE 1

Missouri, anunció el lunes que suspenderá todas las misas.

En un anuncio publicado en su sitio electrónico, la diócesis dijo: "las celebraciones públicas de la liturgia cesarán". Las iglesias de la diócesis permanecerán abiertas para la oración personal o familiar, devociones y confesiones.

Del lado de Kansas, la Arquidiócesis de Kansas City, en Kansas, dijo la semana pasada que los católicos practicantes no están obligados a asistir a la misa dominical, y los que están enfermos o expuestos han de quedarse en casa.

En una iglesia protestante, no está dando la mano en señal de paz. Están mostrando el signo de la paz de 1960 o tocándose los codos. Por otro lado, el vino eucarístico (en realidad jugo de uva) y el pan, una vez cortado a mano en trozos del tamaño de un bocado, desprendidos individualmente y se colocan en recipientes de plástico. Las personas que saludan usan guantes y se están comprando desinfectantes para las manos en grandes cantidades.

"Nos comunicamos con nuestra congregación y básicamente les pedimos, que por favor, no vengan si están enfermos", dijo Cathy Bien, directora principal de comunicaciones de la Iglesia Metodista Unida de la Resurrección.

La iglesia, la iglesia metodista más grande de los Estados Unidos, tiene varios templos alrededor de la zona metropolitana.

"Nuestras personas que dan la bienvenida ya no dan la mano", dijo Bien, "lo cual es difícil. Pero están abriendo puertas".

El virus ha causado que las personas almacenen artículos de la tienda de comestibles. Los clientes se sienten frustrados cuando entran a una tienda de comestibles y encuentran estantes vacíos. Falta papel higiénico, toallas de papel, productos de limpieza en los lugares asignados en la tienda. En línea, las personas están preguntando si pueden comprar papel higiénico a alguien que tenga una gran cantidad en su casa, mientras que otros publican qué tiendas tienen actualmente papel higiénico antes de que se acabe.

La luz de esperanza para las familias afectadas por el virus provino de Washington, D.C. La Cámara de Representantes de los Estados Unidos pasaron la Acta H.R.6201 las Familias Primero, para proveer apoyo a las familias de Missouri ya que el Coronavirus continúa esparciéndose y los negocios están cerrando.

"Como hemos visto esta semana, COVID-19 presenta una amenaza legítima para la seguridad y la seguridad económica del pueblo estadounidense", dijo el congresista Emanuel Cleaver (D-MO).

"La Cámara de Representantes pone a las familias en primer lugar al garantizar que todos los estadounidenses puedan obtener pruebas gratuitas para el virus, licencia pagada para que puedan auto aislarse, seguro de desempleo extendido en caso de que hayan sido suspendidos y programas de nutrición fortalecidos para mantener los alimentos en las mesas. A medida que esta legislación pasa al Senado, es fundamental que dejemos de lado el partidismo y que sea el pueblo estadounidense primero".

Joann García, gerente de Rudy's Tenampa Taquería en Kansas City, Missouri, no se dio cuenta hasta que Hispanic News le informó que no debería tener más de 50 personas en su restaurante en ningún momento.

"¡DIOS MIO!" dijo García. "Eso es horrible. Entiendo lo que dicen, pero voy a comenzar a entrar en pánico ahora".

Ella le dijo a Hispanic News que habían notado una reducción en los clientes durante las horas diurnas, pero que no había afectado a las personas que llegaban durante las horas de la noche. El sábado pasado fue la primera vez que vio disminuir su asistencia y tuvo que enviar a los empleados a casa.

García se preocupa por limitar el número de clientes en su negocio. "Eso realmente nos va a hacer daño. No va a ser bueno en absoluto", afirmó.

Cuando escuchó por primera vez sobre el Coronavirus, sintió que la gente estaba reaccionando exageradamente a las noticias, pero ahora no está tan segura.

"A veces pienso que hay algo más, algo que no se nos dice, porque de repente cada vez más personas lo entienden. No entiendo por qué sucede esto. Ahora se está volviendo aterrador", dijo García.

Se han cancelado las festividades del Día de San Patricio, lo que afecta a restaurantes y bares en el área metropolitana de Kansas y Missouri. Desafortunadamente, Rudy's Tenampa Taquería tuvo que cancelar su celebración del Cinco de Mayo debido al Coronavirus.

"Oh, Dios mío, hemos cancelado nuestro evento del Cinco de Mayo, que es una gran fiesta que tenemos todos los años, que es algo muy, muy grande para nosotros". Este es un día muy importante para nosotros. Es un gran generador de dinero lo que se ha ido ahora. Tuve una reunión esta mañana con los cocineros y el personal de la cocina, y me siento horrible porque todos vamos a sufrir", dijo.

Mientras escribimos este artículo, hay 11 casos de Coronavirus en Kansas. Ocho casos en el Condado de Johnson, 1 caso en el Condado de Wyandotte, 1 caso en el Condado de Franklin y 1 caso en el Condado de Butler. 207 personas han resultado negativas en el estado.

El lunes por la mañana, el alcalde Quinton Lucas, y el gobernador de Missouri, Mike Parsons, realizaron una conferencia de prensa en el Ayuntamiento de Kansas City, Missouri. El alcalde Lucas anunció que habían reducido el número de personas en las reuniones del evento de 1000 a 50 personas.

"Algunas cosas que quiero señalar. Las situaciones cambian rápidamente cada día y es por eso que es importante que tengamos cooperación no solo entre las ciudades de Missouri, no solo entre los diferentes estados, nuestro gobierno federal, sino que continuaremos teniendo conversaciones a medida que pase el tiempo", dijo el alcalde Lucas.

El gobernador Mike Parsons subió al podio y dijo: "Viajaremos por todo el estado, para asegurarnos de que estamos en comunicación con los alcaldes de todo el estado y las comunidades, eso es muy importante para mí. Especialmente con esta situación, ninguno de nosotros había pasado por esto antes con el Coronavirus y la comunicación es crítica para asegurarnos de estar en la misma página con las decisiones que estamos tomando. Cada semana hablamos con el Vicepresidente sobre la actualización que hace para los gobernadores".

Le dijo a la prensa y al público que escuchaba su conferencia de prensa, que él sabe que las personas están preocupadas por el proceso de prueba del virus.

"Creemos que habrá algunos cambios significativos en las próximas semanas. Creo que estaremos en la categoría donde podemos hacer miles y miles de pruebas al día", dijo el gobernador Parsons.

Dijo que firmó una Declaración de Emergencia la semana pasada, que liberó un poco más de $ 7 millones de dólares que tendrían en el estado, junto con $ 13 millones que provendrán del nivel federal.

"Creo que también es importante que las personas tengan que asumir su propia responsabilidad. El gobierno no podrá arreglar todo esto. Estaremos allí para hacer todo lo posible para ayudar a las personas en este estado, pero en algún momento tendrá que usarse un sentido común aquí, y tendrá que haber alguna responsabilidad personal sobre cómo lidiar con este problema", dijo el gobernador Parsons.

Según el gobernador Parsons, el estado ha realizado 207 pruebas para el coronavirus y ha habido 9 resultados positivos.

También el lunes por la tarde, la gobernadora de Kansas, Laura Kelly, realizó una conferencia de prensa diciendo: "El CDC emitió nuevas pautas: todas las reuniones de más de 50 personas se cancelarán o pospondrán durante al menos ocho semanas. Hoy, estoy anunciando mi Orden Ejecutiva que requiere que los residentes en Kansas adopten la guía CDC de inmediato. Este es un paso importante para alentar el distanciamiento social y detener la propagación del virus. No tomamos esta acción a la ligera", dijo.

Agregó: "Pedí a la Comisión de la Corporación de Kansas que suspendiera las desconexiones de servicios públicos hasta el 15 de abril. Esta mañana anunciaron esta directiva, que cubre todos los servicios de electricidad, gas natural, agua y telecomunicaciones bajo la jurisdicción de KCC. Emitiré una orden ejecutiva para detener las desconexiones de servicios públicos para las compañías fuera de la jurisdicción de KCC. Debemos proporcionar alivio a nuestros más venerados residentes en Kansas durante estos tiempos sin precedentes".

La gobernadora Kelly dijo a los que escuchaban que, "hemos escuchado el término aplanar la curva. Quiero asegurarme de que todos entiendan. Cuando ralentizamos la propagación del virus, estamos aplanando la curva. Los pasos que estamos tomando están diseñados para aplanar esa curva y mantener segura a nuestra comunidad. Ciertas poblaciones son más vulnerables a COVID-19 que otras, especialmente nuestros adultos mayores y aquellos con afecciones de salud subyacentes. Todos tenemos un papel que desempeñar para mantener segura a nuestra comunidad. Si no nos tomamos esto en serio, pondrá en peligro a todos. Todos deben mantenerse lo más lejos posible de las multitudes. Ciudadano de Kansas, si te sientes enfermo, no vayas a trabajar. Sigue lavándote las manos, no te toques la cara", dijo la gobernadora Kelly.

Después de escuchar las noticias y los últimos informes sobre el Coronavirus, García, de Rudy's Tenampa Taquería, en Kansas City, dijo que no se sentía asustada hasta que escuchó la conferencia de prensa.

"Cuando escuché a la alcaldesa decir no más de 50 personas en una reunión. Pensé, oh Dios mío, esto va a empeorar antes de que mejore. ¿Que está pasando aquí?" ella se pregunta.

El presidente Donald Trump también realizó una conferencia de prensa el lunes por la tarde y declaró: "Evite reunirse en grupos de más de 10 personas. Evite los viajes discrepantes y evite comer, beber en bares, restaurantes y patios de comida públicos".

El lunes por la noche, las últimas noticias dijeron que cuatro condados de la zona metropolitana, Wyandotte, Johnson, Jackson y Kansas City, Missouri, anunciaron el cierre de restaurantes, bares, tabernas, clubes y cines durante al menos los próximos 15 días.

Mientras escribíamos el artículo para este número, las noticias sobre el Coronavirus están cambiando diariamente. Visite los siguientes sitios electrónicos para obtener información sobre el virus: los residentes de Kansas pueden visitar www.kdheks.gov/coronavirus/index.htm y los residentes de Missouri visitar https://health.mo.gov/living/healthcondiseases/communicable/novel-coronavirus

Loans for small businesses

(JEFFERSON CITY, MO) – On Wednesday, Governor Mike Parson directed the Missouri State Emergency Management Agency and the Missouri Department of Economic Development to seek assistance for Missouri businesses through the U.S. Small Business Administration's (SBA) Economic Injury Disaster Loan program.

The SBA will offer targeted, low-interest disaster recovery loans for Missouri small businesses that have been severely impacted by economic disruptions related to the new coronavirus (COVID-19.)

Through the program, businesses can receive up to $2 million in assistance to use toward fixed debt payments, payroll, accounts payable, and other bills that cannot be paid due to the impact of COVID-19. The interest rate for small businesses will be 3.75 percent and 2.75 percent for non-profits.

SBA offers long-term repayment plans of up to 30 years to ensure loan payments are kept affordable. Terms are determined based on each borrower's ability to repay on a case-by-case basis.

Additionally, SBA offers counseling and helps businesses navigate preparedness plans through a network of 68 district offices and resource partners located across the country.

For more information, contact the SBA disaster assistance customer service center. Call 1-800-659-2955 (TTY: 1-800-877-8339) or email disastercustomerservice@sba.gov. You can also learn more at SBA.gov/coronavirus.

Source Missouri Governor Mike Parson office

Coronavirus is changing daily lives and how we do business

In Westport, Rudy's Tenampa Taqueria is among the many restaurants having to close their dining area of their restaurant. There's a sign on the window that reads "only food to go." Manager Joann Garcia told Hispanic News it's a big hit for them and for their employees.

En Westport, Rudy's Tenampa Taquería se encuentra entre los muchos restaurantes que tienen que cerrar. Hay un letrero en la ventana que dice "solo comida para llevar". El gerente Joann García le dijo a Hispanic News que es un gran golpe para ellos y para sus empleados.

CONT./PAGE 1

Missouri announced Monday that it is suspending all masses.

In an announcement posted on its website, the diocese said, "public celebrations of the liturgy will cease." The diocese churches will remain open for personal or household prayer, devotions and confessions.

On the Kansas side, the Archdiocese of Kansas City in Kansas said last week that practicing Catholics are not required to attend Sunday Mass, and those who are sick or who have been exposed should stay home.

At a Protestant church, shaking hands in peace is out. They are flashing the 1960's peace sign or touching elbows. At another, the Eucharistic wine (actually grape juice) and bread—once hand-broken into bite-sized chunks—is set in individually wrapped peel away plastic containers. Greeters are wearing gloves and hand sanitizer is being bought in volume.

"We communicated with our congregation and basically asked them please don't come if you're sick," said Cathy Bien, senior director of communications for the United Methodist Church of the Resurrection.

The church, the largest Methodist church in the United States, has several locations around the metro.

"Our greeters are no longer shaking hands," Bien said, "which is hard. But they are opening doors."

The virus has caused people to stockpile items from the grocery store. Shoppers are frustrated when they walk into a grocery store and find empty shelves. Toilet paper, paper towels, cleaning products are missing from their assigned spots in the store. People are online asking if they can buy toilet paper from someone who has a large stack at their home, whiles others are posting which stores currently have toilet paper before it is gone.

A glimmer of hope for families affected by the virus has come from Washington, D.C. The United States House of Representatives passed H.R. 6201, the Families First Coronavirus Response Act, to provide support for Missouri families as the Coronavirus continues to spread and businesses close.

"As we have seen this week, COVID-19 presents a legitimate threat to the safety and economic security of the American people," said Congressman Emanuel Cleaver (D-MO). "The House of Representatives put families first by ensuring every American can obtain free testing for the virus, paid leave so they can self-quarantine, extended unemployment insurance in case they have been furloughed and strengthened nutrition programs to keep food on the tables. As this legislation moves to the Senate, it's critical that we put partisanship aside and the American people first."

Joann Garcia, manager of Rudy's Tenampa Taqueria in Kansas City, Missouri, wasn't aware until Hispanic News informed her that she shouldn't have over 50 people in her restaurant at any one time.

"OMG!" said Garcia. "That is horrible. I understand what they are saying, but I am going to start panicking now."

She told Hispanic News that they had noticed a reduction in patrons during the daytime hours, but it had not affected people coming in during their evening hours. This past Saturday was the first time that she had seen their attendance drop and she had to send employees home.

Garcia worries about limiting the number of customers in her business. "That is truly going to hurt us. It is not going to be good at all," she stated.

When she first heard about the Coronavirus, she felt that people were overreacting to the news, but now she isn't so sure.

"Sometimes I think there is something more, something we are not being told, because suddenly more and more people are getting it. I don't understand why this is happening. Now it is getting scary," said Garcia.

Saint Patrick's Day festivities have been cancelled which affects restaurants and bars in the metropolitan area of Kansas and Missouri. Unfortunately, Rudy's Tenampa Taqueria had to cancel their Cinco de Mayo celebration because of the Coronavirus.

"Oh my god, we have cancelled our Cinco de Mayo event, which is a big party that we have every single year, that is a huge, huge, huge thing to us. This is a very important day to us. It is a big money maker that is gone now. I had a meeting this morning with the cooks and kitchen staff, and I feel horrible because we are all going to suffer," she said.

As we write this article, there are 11 cases of the Coronavirus in Kansas. Eight cases in Johnson County, 1 case in Wyandotte County, 1 case in Franklin County and 1 case in Butler County. 207 people have tested negative in the state.

On Monday morning, Mayor Quinton Lucas and Missouri Governor Mike Parsons held a news conference at City Hall in Kansas City, Missouri. Mayor Lucas announced that they had reduced the number of people at event gatherings from 1000 to 50 people.

"A few things I want to note. Situations are changing fast each day and that is why it is important that we had cooperation not just among Missouri cities, not just among different states, our federal government, but we will continue to have conversations as time goes on," said Mayor Lucas.

Governor Mike Parsons took the podium and said, "We will travel around the state to make sure we are in communications with the mayors around the state and the communities, that is very important to me. Especially with this situation, none of us have ever been through this before with the Coronavirus and communication is critical to make sure we are on the same page with the decisions we are making. Every week we talk to the Vice President about his update that he does for the governors weekly."

He told the press and the audience listening to his press conference, that he knows that people are concerned about the testing process for the virus.

"We think there will be some significant changes in the next couple of weeks. I think we will be in the category where we can do thousands upon thousands of tests a day," stated Governor Parsons.

He said that he signed an Emergency Declaration last week which freed up a little over $7 million dollars they would have in the state, along with $13 million that will be coming from the federal level.

"I think it is also important that people are going to have to take some responsibility on their own. Government is not going to be able to fix all of this. We will be there to do everything we possibly can to help the people in this state, but at some point there is going to have to be some common sense used here, and there is going to have to be some personal responsibility on how we deal with this issue," said Governor Parsons.

According to Governor Parsons, the state has conducted 207 tests for the Coronavirus and there have been 9 positive results.

Also Monday afternoon, Kansas Governor Laura Kelly held a press conference saying, "The CDC issued new guidelines –all gatherings of more than 50 people be cancelled or postponed for at least eight weeks. Today, I am announcing my Executive Order requiring Kansans to adopt the CDC guidance immediately. This is an important step to encourage social distancing and stem the spread of the virus. We do not take this action lightly," she said.

She added, "I asked the Kansas Corporation Commission to suspend utility disconnects until April 15. This morning they announced this directive, which covers all electrical, natural gas, water, and telecommunication utilities under the KCC jurisdiction. I will issue an Executive Order to stop utility disconnects for the companies outside the KCC jurisdiction. We must provide relief for our most venerable Kansans during these unprecedent times."

Governor Kelly told those listening that "we have heard the term flatten the curb." I want to make sure everyone understands. When we slow the spread of the virus, we are flattening the curb. The steps we are taking is designed to flatten that curb and keep our community safe. Certain populations are more vulnerable to COVID-19 than others, especially our seniors and those with underlying health conditions. Everyone has a role to play in keeping our community safe. If we do not take this seriously, it will endanger everyone. Everyone needs to stay away from crowds as much as possible. Kansans if you feel ill, do not go to work. Keep washing your hands, don't touch your face," said Governor Kelly.

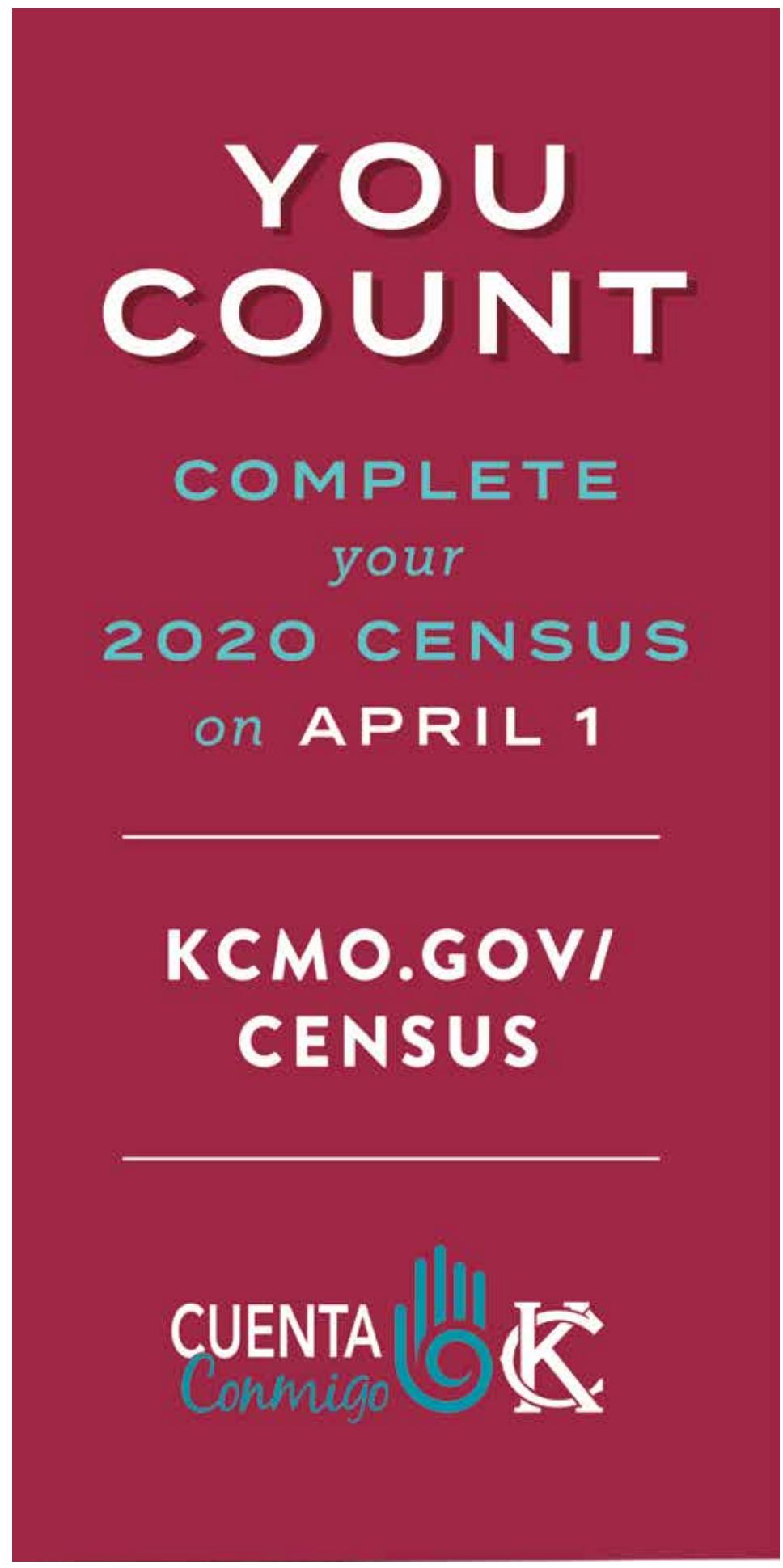
After hearing the news and the latest reports on the Coronavirus, Garcia, of Rudy's Tenampa Taqueria in Kansas City, said she wasn't feeling scared until she heard the press conference.

"When I heard the Mayor say no more than 50 people in a gathering. I thought oh my god it is going to get worse before it gets better. What is going on here?" she wonders.

President Donald Trump also held a press conference Monday afternoon and stated, "Avoid gathering in groups of more than 10 people. Avoid discrepancy travel and avoid eating, drinking in bars, restaurants and public food courts."

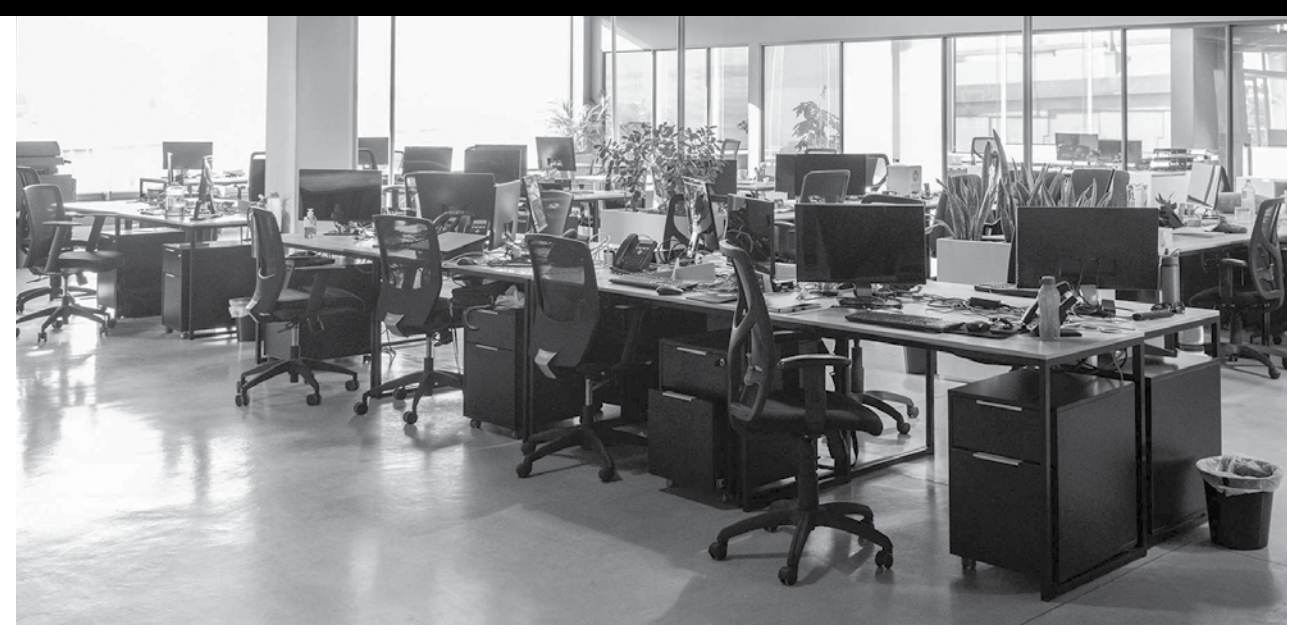
Monday evening breaking news said four metro counties, Wyandotte, Johnson, Jackson and Kansas City, Missouri announce closures of restaurants, bars, taverns, clubs and movie theaters for at least the next 15 days.

As we wrote the article for this issue, news on the Coronavirus is changing daily. Visit the following websites for information on the virus—Kansas residents can go to www.kdheks.gov/coronavirus/index.htm and Missouri residents visit https://health.mo.gov/living/healthcondiseases/communicable/novel-coronavirus



Coronavirus highlights the dangers of keeping sick workers on the job

BY WENDY DOYLE COMMENTARY



The growing threat from the coronavirus is a stark reminder of how America's failure to give workers the flexibility to take paid time off puts public health at risk.

One of the most effective ways to prevent the spread of infectious disease is for people who are sick not to go to work. In fact, staying home is the No. 1 recommendation from the Centers for Disease Control and Prevention for preventing the spread of flu and other communicable diseases in the workplace.

But for millions of Americans, staying home means sacrificing income they cannot afford to lose. Expanding access to paid sick days is one important solution — but we also can't forget that millions of workers still lack paid family and medical leave.

The United States remains the only industrialized country in the world that doesn't guarantee its citizens the ability to take longer-term leave to care for a child or family member, or to treat a serious illness. Today, only 17% of civilian workers in the U.S. have access to paid family leave.

Without question, recent years have seen progress toward adopting more family-friendly workplace policies. Elected officials in both Missouri and Kansas have answered our call to expand paid parental leave to nearly all state employees, giving more than 100,000 people the ability to care for a newborn or adopted child without taking a hit to their paycheck. More and more companies in the private sector are following suit because they recognize that offering paid leave is good business.

Unfortunately, this progress isn't shared evenly. Low-income, part-time and hourly workers are increasingly being left behind. Ninety-three percent of low-wage workers and 94% of part-time workers lack any access to paid family leave. This has a disproportionate impact on women, who are more likely to hold part-time jobs.

In addition to putting families in the impossible position of having to choose between their health and their paycheck, the lack of paid family leave also puts the health of the broader community at risk. Service industry workers such as waiters, shop clerks and bank tellers may come into contact with hundreds of customers a day, exponentially increasing the risk of infection.

This is a dangerous and preventable circumstance that could be addressed by expanding paid family and medical leave to all workers. It offers enormous benefits for our economy, our families and our health — for about the minimal cost of a cup of coffee a week per person.

Workers could get treatment or stay home with an illness without the stress of worrying it could jeopardize their job security. Parents would be able to spend more time bonding with newborns, which is shown to improve overall health and well-being. And Americans in the so-called "sandwich generation" would be able to care for elderly family members without sacrificing their income.

Paid leave offers significant benefits to businesses as well. The White House's Council of Economic Advisers concluded in 2014 that paid family and medical leave programs can improve long-term productivity by boosting recruitment, retention and employee motivation. Plus, every dollar we put into the pockets of hardworking families is a dollar that strengthens our economy and supports neighborhood small businesses.

For officials worried about the size of government, paid family and medical leave has been shown to increase financial independence and reduce reliance on public assistance. One study found that women who take paid family leave are 39% less likely to receive public assistance or food stamps in the year following a child's birth, compared to women who take no leave.

If we want people to make safer choices for their own health and the health of their community, we need to make it easier for people to stay home without sacrificing their income or job security.

The coronavirus is a prime example of how we all have a stake in the effort to make the workplace healthier and more humane for everyone. Let's not wait until the next pandemic scare to make the right decision for our families, businesses and communities. The time for nationwide paid family and medical leave is now.

Coronavirus destaca los peligros de mantener a los trabajadores enfermos en el trabajo

TRADUCE GEMMA TORNERO

COMENTARIO DE WENDY DOYLE

La creciente amenaza del coronavirus es un claro recordatorio de cómo el fracaso de los Estados Unidos de dar a los trabajadores la flexibilidad de tomarse un tiempo libre pagado pone en riesgo la salud pública.

Una de las formas más efectivas para prevenir la propagación de enfermedades infecciosas es que las personas enfermas no vayan a trabajar. De hecho, quedarse en casa es la recomendación número 1 de los Centros para el Control y la Prevención de Enfermedades para prevenir la propagación de la gripe y otras enfermedades transmisibles en el lugar de trabajo.

Pero, para millones de estadounidenses, quedarse en casa significa sacrificar ingresos que no pueden permitirse perder. Ampliar el acceso a los días de enfermedad remunerados es una solución importante, pero tampoco podemos olvidar que millones de trabajadores aún carecen de licencia familiar y médica remunerada.

Estados Unidos sigue siendo el único país industrializado del mundo que no garantiza a sus ciudadanos la posibilidad de tomar un permiso a largo plazo para cuidar a un niño o un integrante de su familia, o para tratar una enfermedad grave. Hoy, solo el 17% de los trabajadores civiles en los Estados Unidos tienen acceso a licencia familiar remunerada.

Sin lugar a dudas, en los últimos años se ha visto un progreso hacia la adopción de políticas laborales más favorables para la familia. Funcionarios electos, tanto en Missouri como en Kansas, respondieron a nuestro llamado para ampliar el permiso parental remunerado a casi todos los empleados estatales, brindando a más de 100,000 personas la capacidad de cuidar a un niño recién nacido o adoptado sin tener que pagar de su sueldo. Cada vez más empresas del sector privado están siguiendo su ejemplo porque reconocen que ofrecer vacaciones pagadas es un buen negocio.

Lamentablemente, este progreso no se comparte de manera uniforme. Los trabajadores de bajos ingresos, a tiempo parcial y por hora se están quedando cada vez más atrás. El noventa y tres por ciento de los trabajadores con salarios bajos y, el 94% de los trabajadores a tiempo parcial, carecen de acceso a licencia familiar remunerada. Esto tiene un impacto desproporcionado en las mujeres, que tienen más probabilidades de tener trabajos a tiempo parcial.

Además de poner a las familias en la posición imposible de tener que elegir entre su salud y su sueldo, la falta de licencia familiar remunerada también pone en riesgo la salud de la comunidad en general. Los trabajadores de la industria de servicios, como los camareros, los dependientes de las tiendas y los cajeros bancarios, pueden entrar en contacto con cientos de clientes al día, lo que aumenta exponencialmente el riesgo de infección.

Esta es una circunstancia peligrosa y evitable que podría abordarse ampliando la licencia familiar y médica remunerada a todos los trabajadores. Ofrece enormes beneficios para nuestra economía, nuestras familias y nuestra salud, por el costo mínimo de una taza de café por semana por persona.

Los trabajadores pueden recibir tratamiento o quedarse en casa, con una enfermedad sin el estrés de preocuparse de que pueda poner en peligro su seguridad laboral. Los padres podrían pasar más tiempo vinculados con los recién nacidos, lo que se ha demostrado que mejora la salud y el bienestar en general. Y los estadounidenses, en la llamada "generación sándwich", podrían cuidar a los miembros mayores de la familia sin sacrificar sus ingresos.

Las vacaciones pagadas también ofrecen importantes beneficios a las empresas. El Consejo de Asesores Económicos de la Casa Blanca concluyó, en 2014, que los programas de licencia médica y familiar pagados pueden mejorar la productividad a largo plazo al impulsar el reclutamiento, la retención y la motivación de los empleados. Además, cada dólar que ponemos en los bolsillos de las familias trabajadoras es un dólar que fortalece nuestra economía y apoya a las pequeñas empresas del vecindario.

Para los funcionarios preocupados por el tamaño del gobierno, se ha demostrado que la licencia familiar y médica remunerada aumenta la independencia financiera y reduce la dependencia de la asistencia pública. Un estudio encontró que las mujeres que toman vacaciones familiares pagadas tienen un 39% menos de probabilidades de recibir asistencia pública o cupones de alimentos en el año posterior al nacimiento de un niño, en comparación con las mujeres que no toman vacaciones.

Si queremos que las personas tomen decisiones más seguras, para su propia salud y la salud de su comunidad, debemos facilitar que las personas se queden en casa sin sacrificar sus ingresos o la seguridad laboral.

El coronavirus, es un excelente ejemplo de cómo todos tenemos interés en el esfuerzo por hacer que el lugar de trabajo sea más saludable y más humano para todos. No esperemos hasta el próximo susto de pandemia para tomar la decisión correcta para nuestras familias, empresas y comunidades. El momento de la licencia familiar y médica pagada en todo el país es ahora.

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KCMO STATE OF EMERGENCY

Kansas City Mayor Quinton Lucas

KANSAS CITY, Mo. – Kansas City Mayor Quinton Lucas – in consultation with Health Department Director Dr. Rex Archer and Emergency Medical Services Medical Director Dr. Erica Carney – today updated his State of Emergency proclamation after The Centers for Disease Control and Prevention (CDC) issued its latest COVID-19 guidance.

In accordance with the latest CDC guidance announced by President Trump, Mayor Lucas has updated his State of Emergency proclamation to disallow any gathering or events with more than 10 attendees.

With the support of superintendents from all 14 school districts and other education leaders that educate Kansas City students, all schools, public, private, charter and parochial, will close as Wednesday, March 18, until the end of the emergency notice.

Restaurants and taverns should serve customers via drive-thru, pickup, or delivery.

Businesses are strongly encouraged to evaluate which employees are essential and allow non-essential employees to work from home.

No visits to nursing homes and retirement or long-term care facilities are permissible.

Entire households are required to self-quarantine if someone in their home tests positive for COVID-19. They are also strongly encouraged to self-quarantine if anyone in their household is exhibiting symptoms consistent with common symptoms of COVID-19 (i.e. fever, dry cough).

"I care first and foremost about the health and safety of all Kansas City residents, and this decision was not made lightly," said Mayor Lucas. "We understand these drastic measures will have unprecedented impacts on our local businesses and working families and recognize that this is one of the most challenging periods our city and nation has ever faced. I know for certain that our residents will band together during this period of crisis to offer assistance and support to each other."

"I am constantly collaborating with regional governments to ensure consistency and speed in our response efforts," continued Mayor Lucas. "I will continue working round-the-clock with our partners on all levels of government to identify relief measures for everyone impacted and resolve this situation as quickly as possible, while continuing to ensure the well-being of the greater public."

Mayor Lucas – in consultation with local health leaders – will re-evaluate this guidance no later than Wednesday, April 1, in advance of the current termination of Mayor Lucas's State of Emergency.

Kansas Citians interested in signing up for text updates from the City of Kansas City regarding COVID-19 should text COVIDKC to 888-777. For more information, visit the CDC's website at cdc.gov/coronavirus or kcmo.gov/coronavirus. You may also call the Missouri Department of Health and Senior Services hotline at 877-435-8411 for questions regarding COVID-19 in Missouri.

Source KCMO Mayor's office

UCM class adjustment due to COVID- 19

University of Central Missouri (UCM) is enacting the following measures in alignment with our COVID-19 planning and response protocols.

All online, hybrid and face-to-face classes, with the exception of practicum, internships, clinicals, student teaching and flight hours, are paused until March 30 with no instruction and no assignments due during this period.

Effective March 30, and through April 24, all face-to-face classes, and in-person components of hybrid courses will be delivered virtually. Faculty members will receive a separate email detailing resources, training sessions, assistance and expectations for transitioning courses to a virtual environment. Students will receive more information regarding virtual coursework in the coming week.

Practicum, internships, student teaching, clinicals and flight hours will continue. Students impacted by cancellations by sponsoring agencies or businesses should contact their respective School Chair for further guidance and assistance.

No later than April 13, the university will provide further guidance regarding class sessions and finals occurring after April 24.

Residence Halls will remain open. Students who are in a safe environment and who do not desire to return to campus during this time frame are encouraged to remain where they are best served and practice CDC guidelines for social distancing. Residence hall students will receive a separate email with additional information and instructions on how to notify UCM Housing of your housing plans. Food service will be available for students remaining in residence halls.

The UCM campus in Warrensburg and UCM offices at the Missouri Innovation Campus in Lee's Summit will remain open with faculty and staff present. Computer labs, the James C. Kirkpatrick Library, the Student Wellness and Recreation Center, and other services will be available on the Warrensburg campus for continued access by students who live in residence halls or who come to campus.

Graduate Assistants and Teaching Assistants will continue their work as normal. Student employees will receive a separate email regarding their appointments no later than noon Wednesday, March 18.

Students without access to the Warrensburg campus and who do not have access to a computer and/or the internet should contact the Office of the Vice Provost for Academic Programs and Services for assistance at 660-543-8059 or academicprograms@ucmo.edu. Students requesting reasonable accommodations related to disability should contact the Office of Accessibility Services, 660-543-4421, access@ucmo.edu, for assistance.

All university-sponsored and hosted events through April 24 are cancelled. Decisions on events April 25-May 10, including the university's commencement activities, will be made and announced no later than April 13.

The university's bus service between the Warrensburg and Lee's Summit campuses is suspended through April 24.

The previously announced travel restriction have been expanded. All university-sponsored travel, regardless of mode of transport, is suspended through May 10. Exceptions must be approved by the area Vice President.

Questions may also be directed to COVID19@ucmo.edu for assistance.

Individuals are encouraged to monitor CDC communications (www.cdc.gov), the UCM COVID-19 website www.ucmo.edu/coronavirus, and UCM email messages for further updates.

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Source University of Central Missouri

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Bids for Construction Services–Telecom & Data Wiring, Statewide, Project No. ZASIDIQ-0032 will be received by FMDC, State of MO, **UNTIL 1:30 PM, April 16, 2020** via MissouriBUYS. Bidders must be registered to bid. For specific project information and ordering plans, go to: http://oa.mo.gov/facilities

YOUR AD COULD BE ON THIS PAGE

(816) 472-5246

ANDERSON HOMES
Subcontractors Opportunities

Anderson Homes is seeking talented, qualified subcontractors and suppliers for a job that is currently being bid. The project is Creekwood Parkway – Fitout Space for new WCH Ambulance Base in Columbia Missouri. Anderson Homes is looking for Minority Owned Business Enterprises (MBE), Women Owned Business Enterprises (WBE), Disadvantage Business Enterprise (DBE), Veteran Owned Business and/or Service Disabled Veteran Owned Business (SDVE) subcontractors to preform work on this project. The site is located at 1501 Creekwood Parkway, Columbia, Missouri 65202 and is a $500K renovation to an existing pre-engineered metal building.

The goal of the project is to have 10% MBE, 10% WBE/DBE/Veteran, and 3% SDVE participation. Eligible suppliers and subcontractors must be certified through a qualified state agency. All scopes of work are subject to prevailing wage rates.

All bids must be received by Anderson Homes by Wednesday, March 25 at 4:00 PM and must be submitted to estimatinganderson@gmail.com.

REGISTERED ENGINEER
(Job Opening ID #512170)

Full-time position available with KCMO's Public Works Department, Capital Projects Division, 414 E. 12th St. Normal Work Days/Hours: Monday-Friday, 8:00 a.m.- 5:00 p.m. Manages the planning, design, development, construction, renovation, maintenance or operation of capital improvement projects with an emphasis on roadway and bridge projects. Liaisons with design professionals and construction contractors, citizens, elected officials, and other members of the Public Works project delivery and support teams. Reviews developer plans and drawings; prepares ordinances to construct private utility systems. Maintains necessary records and prepares reports. Performs related duties as required. **REQUIRES** professional engineer registration. Within 6 months of hire date, must be registered as a professional engineer with Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects. Must pass a preemployment drug screen as prescribed by the City. **Preference given for a background in project management, including scope, schedule and budget management.** Salary Range: $4,531-$7,534/month. **Applications deadline; March 23, 2020.** Apply online at www.kcmo.gov/jobs. *EOE. The City of Kansas City, Missouri is an equal opportunity employer committed to a diverse workforce.*

First Construction

MBE/WBE INVITATION TO BID

First Construction, LLC. is soliciting MBE/WBE subcontractor/supplier bid proposals for the **Brookside Commons Apartments** project. Proposals must be submitted to our office by April 3rd, 2020 by Noon. Please provide MBE/WBE certification with bids. Project description below

- 3 building complex with accessory pool structure
- Project is in for permit
- Unit count: 212
- GC is open to VE options but please list as an alternate
- Tax exempt
- No prevailing wage
- Wood framing
- Concrete podium and slab
- TPO and metal roofing
- Please reference ID (Interior Design) pages of drawings for Common Area/Amenity Area finish schedules
- Unit finishes are located in the Architectural/MEP drawing pages on finish schedules

Questions, bids, and access to plans, call 785-371-1416X1027, fax 785-830-8911, or email Kyle Hergenrader khergenrader@firstconstructionllc.com

INVITATION TO BID
FIRE ALARM PANEL REPLACEMENTS
KCKHA Contract # 20-06-56,57

The Housing Authority of Kansas City, Kansas is seeking qualified companies to bid on improvements which generally consist of the replacement of existing central fire alarm panels at high-rise towers in Kansas City, Kansas.

Sealed bids will be received until 2:00 p.m. CDT, April 1, 2020 at the Housing Authority's administration office, at 1124 North 9th Street in Kansas City, Kansas. Bids received after this time will not be accepted.

Bid packages will be available from Davidson & Associates, Inc., 10955 Lowell Avenue, Suite 915, Overland Park, KS 66210, Attn. Paul F. Biersmith, AIA, PE; paulbiersmith@davidsonassociatesinc.com. A refundable deposit of $100.00 will be required per hard copy of construction documents, check shall be made out to "Housing Authority of Kansas City, Kansas". Electronic pdf construction documents are free.

A pre-bid conference will be held at 10:00 a.m. CDT, March 18, 2020 at Housing Authority's main conference room, 1124 North 9th Street, Kansas City, Kansas 66101.

This project is federally funded and subject to all applicable regulations. Prevailing wages must be paid as per the wage rates in the Project Manual. The Authority reserves the right to waive irregularities and reject any and all bids or request additional information from any bidder.

Questions regarding the Invitation to Bid should be addressed in writing to: Tony Shomin, Director of Facilities Management, Housing Authority of Kansas City, Kansas, 1124 North 9th Street, Kansas City, Kansas 66101, tshomin@kckha.org.

Minorities, Section 3 Contractors and WOB are encouraged to bid.

RAU CONSTRUCTION

INVITATION FOR BIDS

Rau Construction Company is accepting bids for the **renovation of Columbus Park Plaza** at 801 Pacific Street, Kansas City, MO 64106. The project is a renovation of the existing 3 story apartment building housing 56 units. We are requesting bids for the following scopes of work: site work; concrete, masonry, metal, woods, thermal moisture protection, doors and windows, finishes Specialties, appliances, furnishings, elevators, plumbing, HVAC and electrical. Certified MBE/WBE firms are strongly encouraged to bid. The project goals are 10% MBE and 5% WBE. **There will be a walk-through of the existing building located at 801 Pacific Street on March 25, 2020 at 9:30 A.M. and April 1, 2020 at 9:30 A.M.** Requests for pricing documents and questions should be directed to Patti Dailey patti@rauconstruction.com or Jacob Kirn jacob@rauconstruction.com, or call 913-642-6000. **Bids must be submitted to Rau Construction no later than April 14, 2020 by 10am**

RAU CONSTRUCTION

INVITATION FOR BIDS

Rau Construction Company is accepting bids for the **renovation of Cathedral Square Tower** at 444 W 12th Street, Kansas City, MO 64105. The project is a renovation of the existing 13 story apartment building housing 156 units. We are requesting bids for the following scopes of work: site work, concrete, masonry, metal, thermal moisture protection, doors and windows, finishes, specialties, appliances, cabinets, window coverings, elevators, plumbing, HVAC and electrical. Certified MBE/WBE firms are strongly encouraged to bid. The project goals are 10% MBE and 5% WBE. **There will be a walk-through of the existing building located at 444 W 12th Street on March 26, 2020 at 9:30 A.M. and April 2, 2020 at 9:30 A.M.** Requests for pricing documents and questions should be directed to Patti Dailey patti@rauconstruction.com, or Jacob Kirn jacob@rauconstruction.com, or call 913-642-6000. **Bids must be submitted to Rau Construction no later than April 14, 2020 by 10am.**

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Kansas City Hispanic News

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ARCE COMMUNICATIONS, INC.

Currently 70 students are enrolled in ESL classes

CONT./PAGE 1

who do not speak English as their first language can take English as a Second Language first and after completing that course, they are encouraged to take other college classes.

"If they don't have a GED or high school diploma from their country, then after they are done with the ESL program, they can jump into the GED program if they choose to. After they receive their GED, then they can continue into the college courses. They can start the core classes or do a certificate program," said Brown.

Eduardo Olvera enrolled in the ESL program and arrives at Wyandotte High School three times a week for his course.

"I want people to know that there is no age limit in continuing your education and continuing to advance," he said.

Ten years ago, he left his home in Mexico City and traveled to Kansas City, Kansas. He decided to learn English so that he can communicate with his neighbors and with people in the business world.

He has several goals for his self. He either wants to be a chef or work in auto body painting or start his own business.

"My first plan is to dominate and speak English well. Then I want to get a certificate at the culinary school or do auto body painting or get one of the certificates to start my own business," said Olvera.

He looks forward to attending the evening classes. He comes straight from work and although he may be a little tired, he finds the class energizes him.

"I like to be a social person. I like that I am here in this country and I like that there are other people here from other countries and they speak English. I want to communicate with them, have a conversation with people and feel comfortable doing that," he said.

Brown offered that it has been great to walk into the ESL classroom and see the individuals from different countries work together to overcome the language barrier and help each other out with problems or advice.

"I see the blending that takes place, they support each other, they are all here in class for one purpose to better theirselves in their education, get their GED or are taking ESL classes. I have seen how they support each other and help each other, even in life questions. I have seen them offer suggestions or ideas to someone who is needing help. That is so nice to see," she said.

Brown also said, "The nice part of these classes and because we are still a new program, the classes are smaller than your average college class, so individuals get a lot of individual attention from the teachers. They have one on one time available. Tutoring is available at the college site on State Avenue and if someone here needs tutoring, we can schedule that for them."

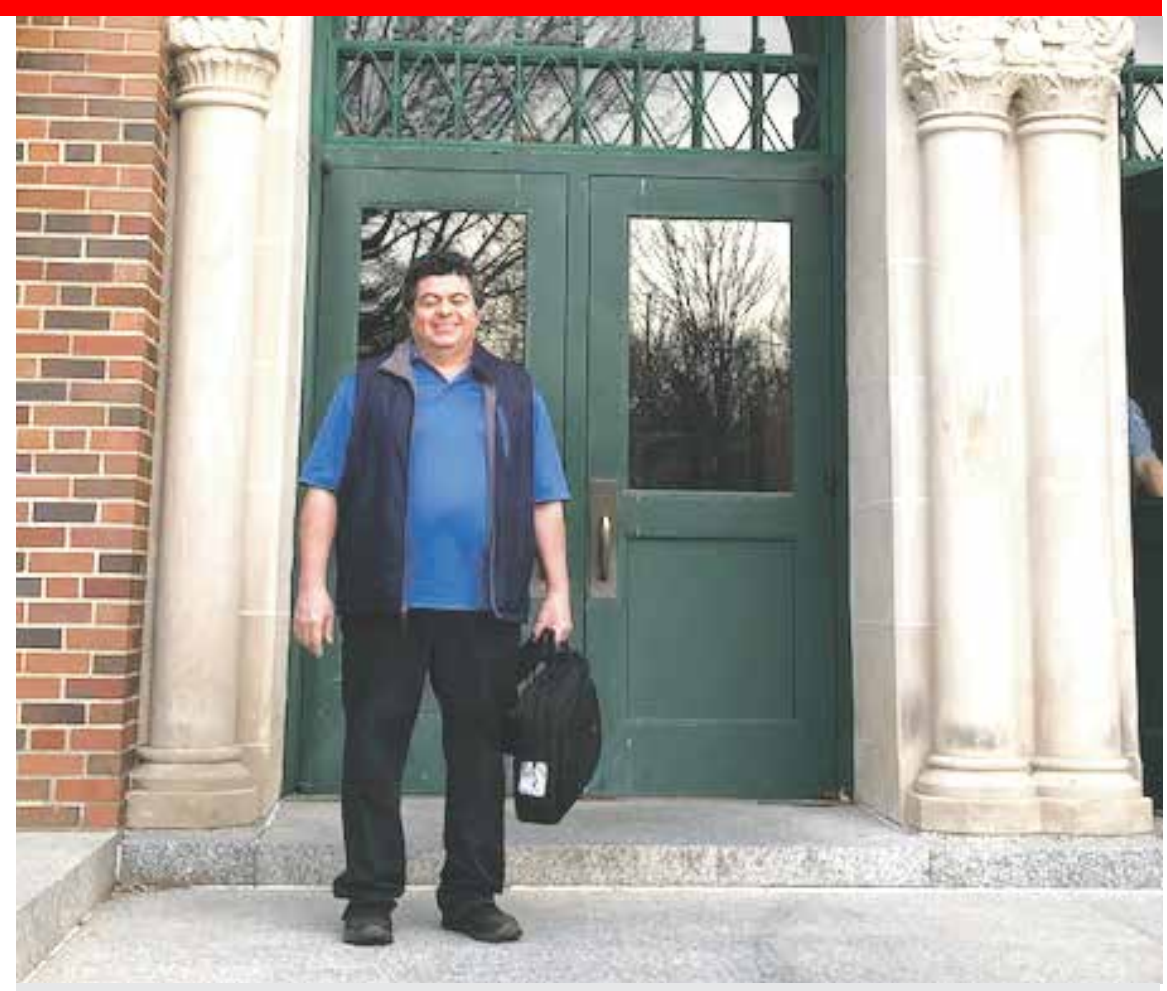
The college had a vision to expand and serve families that are living or working downtown and bring the college to them.

"We want to get people excited about education and getting them the opportunity to come to class. I have spoken with some of the students and the response has been good. They feel empowered. They made us aware having the classes closer to them gives them the opportunity to spend more time with their families, versus driving farther and figuring out how they would get to the main campus. With this just being a couple of blocks away from them, it is easier on their lifestyle," she said.

Current classes offered at the Wyandotte High School campus are English as a Second Language (ESL), High School Equivalency Preparation GED, and Administrative Office Professional. Courses that are currently available are Composition 1, Introduction to College Reading Skills, College Reading Strategies, Math Essentials, Elementary Algebra, Intermediate Algebra and Sociology.

Brown has been excited to witness the blending in the classroom with the immigrant population in the classroom working together and supporting one another.

"They support one another. They are all here in class for one purpose and that is to better theirselves in their education," said Brown.



Eduardo Olvera is enrolled in the ESL (English as a Second Language) class at Wyandotte High School in Kansas City, Kansas. The class is hosted by the Kansas City, Kansas Community College, which is offering evening classes for adult learners at the high school. "I want people to know that there is no age limit in continuing your education and continuing to advance," said Olvera.

Eduardo Olvera está inscrito en la clase de ESL (Inglés como Segundo Idioma) en la Preparatoria Wyandotte, en Kansas City, Kansas. La clase es organizada por el Colegio Comunitario de Kansas City, Kansas (Kansas City, Kansas Community College), que ofrece clases nocturnas para estudiantes adultos en la escuela preparatoria. "Quiero que la gente sepa que no hay límite de edad para continuar con su educación y avanzar", dijo Olvera.

Actualmente 70 estudiantes están matriculados en clases de ESL

CONT./PÁGINA 1

sucediendo algo fantástico en el centro de Kansas City, Kansas. Ahora estamos ofreciendo, por la noche, cursos universitarios en la Preparatoria Wyandotte en nombre del Colegio Comunitario de Kansas City, Kansas", dijo Nora Brown, coordinadora del sitio, en KCKCC Preparatoria Wyandotte.

El programa, actualmente tiene a 70 estudiantes matriculados en clases. Los estudiantes adultos que no hablan inglés como su primer idioma, primero pueden tomar inglés como segundo idioma y después de completar ese curso, se les anima a tomar otras clases universitarias.

"Si no tienen un diploma de GED o de preparatoria de su país, luego de haber terminado con el programa de ESL, pueden ingresar al programa de GED si así lo desean. Después de recibir su GED, pueden continuar en los cursos universitarios. Pueden comenzar las clases básicas o hacer un programa certificado", dijo Brown.

Eduardo Olvera se inscribió en el programa de ESL y llega a la Preparatoria Wyandotte tres veces por semana para su curso.

"Quiero que la gente sepa que no hay límite de edad para continuar con su educación y avanzar", dijo.

Hace diez años, dejó su hogar en la Ciudad de México y viajó a Kansas City, Kansas. Él decidió aprender inglés para poder comunicarse con sus vecinos y con personas del mundo de los negocios.

Él tiene varios objetivos para sí mismo. Quiere ser chef o trabajar en pintura corporal o comenzar su propio negocio.

"Mi primer plan es dominar y hablar bien el inglés. Ya entonces, quiero obtener un certificado en la escuela de gastronomía o hacer pintura corporal u obtener uno de los certificados para comenzar mi propio negocio", dijo Olvera.

Él espera con emoción las clases nocturnas. Llega directamente del trabajo y, aunque puede estar un poco cansado, descubre que la clase le da energía.

"Me gusta ser una persona social. Me gusta estar aquí, en este país, y me gusta que haya otras personas de otros países y que hablen inglés. Quiero comunicarme con ellos, conversar con la gente y sentirme cómodo haciendo eso", dijo.

Brown menciona, que ha sido genial entrar al aula de ESL y ver a las personas de diferentes países trabajar juntas para superar la barrera del idioma y ayudarse mutuamente con problemas o consejos.

"Veo la mezcla que se lleva a cabo, se apoyan mutuamente, están todos aquí en clase con un propósito; para mejorar su educación, obtener su GED o tomar clases de ESL. He visto cómo se apoyan y se ayudan mutuamente, incluso en cuestiones de la vida. Los he visto ofrecer sugerencias o ideas a alguien que necesita ayuda. Es muy agradable verlo", dijo ella.

Brown también dijo: "Lo bueno de estas clases y debido a que todavía somos un programa nuevo, las clases son más pequeñas que la clase promedio de la universidad, por lo que las personas reciben mucha atención individual de los maestros. Tienen tiempo de estar con una persona a la vez. La tutoría está disponible en la universidad, en State Avenue, y si alguien aquí necesita tutoría, podemos programar eso para ellos".

La universidad tuvo la visión de expandir y servir a las familias que viven o trabajan en el centro y ofrecerles la universidad.

"Queremos entusiasmar a la gente con la educación y brindarles la oportunidad de asistir a clase. He hablado con algunos de los estudiantes y la respuesta ha sido buena. Se sienten empoderados. Nos hicieron saber que tener las clases más cerca de ellos les da la oportunidad de pasar más tiempo con sus familias, en lugar de conducir más lejos y descubrir cómo llegarían al campus principal. Con solo estar a un par de cuadras de ellos, es más fácil con su estilo de vida", dijo.

Las clases actuales, ofrecidas en el campus de la Preparatoria Wyandotte, son Inglés como Segundo Idioma (ESL, por sus siglas en inglés), Preparación de Equivalencia de Escuela Preparatoria GED y Profesional de Oficina Administrativa. Los cursos que están disponibles actualmente son Composición 1, Introducción a las Habilidades de Lectura Universitaria, Estrategias de Lectura Universitaria, Matemáticas Esenciales, Álgebra Elemental, Álgebra Intermedia y Sociología.

Brown, se ha emocionado al presenciar la mezcla en el aula, con la población inmigrante trabajando juntos y apoyándose mutuamente.

"Se apoyan mutuamente. Todos están aquí en clase con un propósito, y es mejorar su educación", dijo Brown.

Birthday celebration for a very special mom Velia Salazar

Surrounded by 150 plus family members and friends, Velia Salazar celebrated her 95th birthday on February 28, 2019.

Front row left to right: Irma Salazar Robinson, Velia Salazar and Irene Salazar Caudillo. Back row left to right: Tony Salazar, Carlos Salazar, Robert Salazar, Virginia Bellis, Macario Salazar Jr. and Arthur Salazar.

The Salazar children were also celebrating their late father Macario Salazar Sr. birthday that happened to fall on the same day as his wife Velia Salazar and remembering their late sister Mary Hernandez. It was a wonderful and blessed day for the entire Salazar family.

KC HN KC HISPANIC NEWS

23 years!

Your in-depth reporting team!

¡Tu equipo de reportajes a profundidad!

Healthcare - this feeling has to change

BY
GLENN MOLLETTE

Americans need options for healthcare and every American needs healthcare. Too many Americans are walking around hoping they don't have to go the hospital. A friend recently said to me, "I don't have health insurance. I feel like I'm hopeless if I have to go to the hospital."

Living a life hoping nothing will happen is like hoping you aren't going to live very long. The longer you live the greater the chances for illness or an injury that requires medical attention. There is no inexpensive medical attention. Going to the doctor or spending any time in a hospital is financially debilitating.

Make medical insurance competitive by allowing people to buy across state lines. Anyone shopping insurance and finds a company on the other side of the country they want to buy from should be allowed to do so. Allow as much competition as possible in the game.

Make medical insurance available as term insurance. For example allow people to buy a 15 year health care policy before they reach 59. This would allow people to stay with medical insurance if they want to postpone going on Medicare at age 65.

Give people the option to go on Medicare at an earlier age if they choose. It can't be free because somebody has to pay for it and it should be the person receiving the coverage.

Keep Medicaid available for those who are poor.

Strengthen the county health departments across the country. Make the local health departments places where real doctors work and see patients for realistic fees. People who can pay should pay something and those who are disabled or unemployed should be treated for free. However, it should be a place where people aren't afraid to go because of cost and receive real medical attention. Make medication available via the health department. Making a drug dispensary available to all via the county health department for the best generics available might make the difference between life and death. The goal would be to provide medication for the best affordable price.

Make long term health care available via Medicare. This would require another unfortunate monthly premium but it would be much cheaper than the $7,500 monthly cost that elderly Americans are being tagged with in today's nursing homes. Plus, make real medical care and rehabilitation affordable to all those in long term care whether at home or in a facility.

Medical care is on the minds of many Americans. Bernie Sanders has gotten a lot of votes because many Americans see him as the candidate of hope for those who cannot afford to go to the doctor. He won't be elected President for a number of reasons. One of those reasons being the majority of Americans have some form of hope when it comes to health care. Sadly, millions of people feel hopeless about medical care and this feeling has to change.

Wonderscope
Children's Museum of Kansas City

BY ROXANE HILL
EXECUTIVE DIRECTOR

As you know, we made the difficult but correct decision to close the museum on Saturday. We felt it was our social responsibility to help curb the spread of COVID-19.

While our museum is closed, we will continue to do what we can to support all our friends and families at home. Starting next week, we'll be live streaming our daily programs and posting some "pop-ups" you can do at home.

As a non-profit, we rely on support from many of you and others in our community. Now, more than ever, we need your help. Please consider making a gift today to Wonderscope. Your donation will help us keep all our wonderful staff, who make every day special for all of you. Your help will make sure we can re-open our doors to all of you as soon as it is possible. Your support is critical as we navigate these challenges.

We cannot wait to see you all again to learn, play, and grow together!

IT'S A PARTY!!

A PAPER SHREDDING PARTY, THAT IS!!

Bring your documents that need to be shredded to

McGilley Midtown Chapel

20 W. Linwood

Saturday, May 9, 2020 from 10 am-1 pm

Restrictions:

NO three-ring binders

NO cardboard boxes

NO hanging file folders

NO plastic bags

DOCUMENTS WILL BE SHREDDED ON SITE!

SU ANUNCIO PUEDE ESTAR EN ESTA PÁGINA
(816) 472-5246

KANSAS CITY BRAVOS
TACO DINNER FUNDRAISER
MARCH 28, 2020 11 AM-6 PM
$5 plate [3 tacos & rice]
CANCEL
American Sons of Columbus
2415 Independence Ave.
Kansas City, MO 64124

Strategic Initiatives and Outreach

Tami Bartunek Vice President

Dana Sambol Executive Assistant
Kim Lutgen Printshop Manager
Taylor Bolls Graphic Designer
Joy Cicero Production Assistant
Kelly Rogge Public Information Manager
Matt Fowler Web Designer
Omar Brenes Web Architect

Strategic Initiatives and Outreach:

- Participated in College Master Planning and reviewed formal proposals by selected vendors.
- When the HLC evaluation team was on campus, we provided a campus tour to highlight our renovations, as well as show the areas not yet updated.
- Attended and participated in the quarterly KACCT meeting and also celebrated PTK students at the luncheon in Topeka.
- Participate in daily UG updates concerning CV-19 and our community.
- Attend various webinars (Dept. of Education, KACCT, etc.) to learn about CV-19 relief efforts for community colleges and our students.
- Marketing is creating short :15 - :30 videos to launch in April as a way for potential students to "see" the programs.

Social Media: Note – Twitter went over 103,000 impressions in March!

Post Details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · March 27 at 9:18 AM ·

KCKCC is happy to support our area healthcare workers by donating much needed supplies as they continue to fight COVID-19. Thank you for all that you are doing and will continue to do during this pandemic. #ThankYou #KCKCCProud

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

12,134	2,165	
People Reached	Engagements	Boost Post

Shay Nikole, Jan Hancock and 266 others — 15 Comments 70 Shares

Performance for Your Post

12,134 People Reached

1,225 Reactions, Comments & Shares

699 Like	169 On Post	530 On Shares
387 Love	101 On Post	286 On Shares
1 Wow	0 On Post	1 On Shares
68 Comments	15 On Post	53 On Shares
71 Shares	70 On Post	1 On Shares

940 Post Clicks

76 Photo Views	0 Link Clicks	864 Other Clicks

NEGATIVE FEEDBACK

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0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Post Details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · March 17 at 12:51 PM ·

ATTENTION BLUE DEVILS! Don't have Internet, no problem! Charter Communications is offering free Spectrum broadband and Wi-Fi access for 60 days to households with K-12 and/or college students who do not already have a broadband subscription. To enroll call 1-844-488-8395.

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When you boost this post, you'll show it to more people.

5,533	277	
People Reached	Engagements	Boost Post

RelyOn Bojor Ndum, Kaitlyn Megee and 33 others — 1 Comment 78 Shares

Like Comment Share

Performance for Your Post

5,533 People Reached

154 Reactions, Comments & Shares

61 Like	28 On Post	33 On Shares
11 Love	7 On Post	4 On Shares
1 Haha	1 On Post	0 On Shares
1 Comments	1 On Post	0 On Shares
80 Shares	78 On Post	2 On Shares

123 Post Clicks

0 Photo Views	0 Link Clicks	123 Other Clicks

NEGATIVE FEEDBACK

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Post Details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · March 13 at 1:05 PM ·

Like all of you, KCKCC has been closely monitoring reports and news related to the Coronavirus Disease 2019 (COVID-19). As this is a rapidly evolving situation, KCKCC's administrative and emergency management teams have been meeting on a regular basis to respond and develop contingency plans for the many challenges associated with COVID-19.

In order to help minimize the spread of the coronavirus and to protect our campus community, KCKCC will be implementing several changes i...
See More

KCKCC.EDU
www.kckcc.edu

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3,299	886	
People Reached	Engagements	Boost Post

42 18 Comments 72 Shares

Like Comment Share

Performance for Your Post

3,299 People Reached

261 Reactions, Comments & Shares

82 Like	36 On Post	46 On Shares
3 Love	0 On Post	3 On Shares
20 Wow	6 On Post	14 On Shares
4 Sad	1 On Post	3 On Shares
60 Comments	34 On Post	26 On Shares
92 Shares	72 On Post	20 On Shares

625 Post Clicks

0 Photo Views	54 Link Clicks	571 Other Clicks

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Post Details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · March 17 at 12:35 PM ·

Kansas City Kansas Community College has been vigilantly monitoring the daily and hourly updates regarding the COVID-19 outbreak. We have been following guidance from the Center for Disease Control (CDC) as well as guidance from local, regional and state public health officials to inform all of our decisions.

The health and safety of our students, faculty and staff is our highest priority in support of our students' academic success. With last night's announcement of Wyandot... See More

Kansas City Kansas Community College

Get More Likes, Comments and Shares
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2,912	475	
People Reached	Engagements	Boost Post

Karol Steffany Pineda, Alessandro Faria and 10 others 5 Comments 17 Shares

Like Comment Share

Performance for Your Post

2,912 People Reached

108 Reactions, Comments & Shares

18 Like	11 On Post	7 On Shares
3 Wow	1 On Post	2 On Shares
69 Comments	20 On Post	49 On Shares
18 Shares	17 On Post	1 On Shares

367 Post Clicks

4 Photo Views	14 Link Clicks	349 Other Clicks

NEGATIVE FEEDBACK

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Tweet activity

KCKCC @KansasCityKSCC
Thank you to the Kansas City Star for recognizing this outstanding team and sharing their story with the rest of the region!! **@KCK_MBB #KCKCCProud #Champions**
https://www.google.com/amp/s/amp.kansascity.com/sports/article241476246.html …

Reach a bigger audience
Get more engagements by promoting this Tweet!
Get started

Impressions	4,383
Total engagements	136
Link clicks	50
Likes	34
Detail expands	21
Profile clicks	18
Retweets	10
Hashtag clicks	3

Tweet activity

KCKCC @KansasCityKSCC
Four years ago today, the KCKCC Women's Basketball Team won their first **@NJCAA** Division II Women's Basketball National Championship, beating Illinois Central 81-59. **#ThrowbackThursday #KCKCCProud**
pic.twitter.com/faxWIUHxNf

Reach a bigger audience
Get more engagements by promoting this Tweet!
Get started

Impressions	3,887
Total engagements	427
Media engagements	343
Likes	41
Detail expands	19
Profile clicks	13
Retweets	8
Hashtag clicks	3

Tweet activity

KCKCC @KansasCityKSCC
The NJCAA Division II Tournament WILL STILL BE PLAYED: "The four upcoming national championship events... will aim for a tentative start date of Monday, April 20."
https://twitter.com/NJCAA/status/1238162866177540097 …

Reach a bigger audience
Get more engagements by promoting this Tweet!
Get started

Impressions	3,607
Total engagements	46
Detail expands	18
Profile clicks	17
Likes	9
Retweets	2

Tweet activity

KCKCC @KansasCityKSCC
KCKCC will be transitioning to FULLY VIRTUAL CLASSES for the remainder of the semester, when classes resume March 30. View more important details at
https://www.kckcc.edu/communications/coronavirus-update.html …
pic.twitter.com/cvZkkV0JPP

Reach a bigger audience
Get more engagements by promoting this Tweet!
Get started

Impressions	2,949
Total engagements	112
Detail expands	33
Link clicks	31
Media engagements	20
Likes	11
Retweets	10
Profile clicks	7

kansascitykscc • Follow

kansascitykscc
Congratulations Blue Devils and good luck in the NJCAA Tournament!
#kckccproud #bluedevils #kckcc #basketball #nationaltournament #mbb #njcaa #goodluck #hardwork #proud #champions

3w

ksirishlass62 ❤️💙❤️💙
#kckccproud #kckcccmensbasketball #kckcc

3w Reply

34 likes

MARCH 10

Log in to like or comment.

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kansascitykscc
KCKCC will be closed to students March 16-27 but advisors will be able to assist students remotely. Midterm classes begin March 30 (instead of March 23) and full semester classes resume March 30 online or in a blended format.

Student and employee health and safety is our priority, and the SSC team is here to help. If you have an in-person advising appointment already scheduled, it will be moved to phone advising or a video conference; please check your voice email and your student email for updates.

16 likes

MARCH 15

Log in to like or comment.

kansascitykscc • Follow

#kckccproud #bluedevils #kckcc #wbb #kckccwbb #basketball #kjccc #conference #awards #goodjob #congratulations #hardwork #excellent

3w

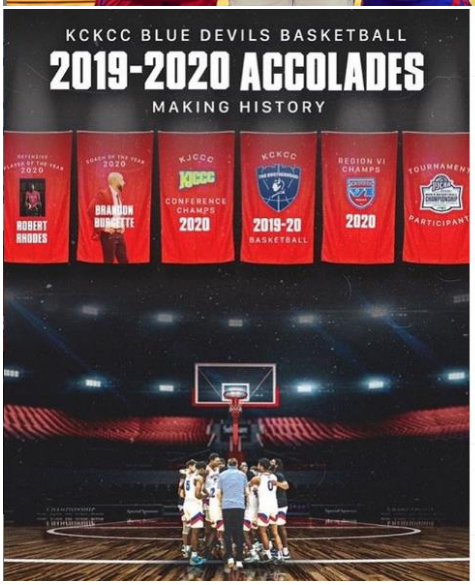
ksirishlass62 ❤️💙❤️💙
#kckccproud

3w Reply

37 likes

MARCH 11

Log in to like or comment.



kansascitykscc • Follow

kansascitykscc
The entire KCKCC community is proud of the KCKCC Men's Basketball Team and your incredible season!! We can't wait to see what you will do next year! #kckccproud #family #kckcc #bluedevils #mbb #njcaa #basketball #proud #hardwork #thebluedevilway #incredible #kckccmbb

2w

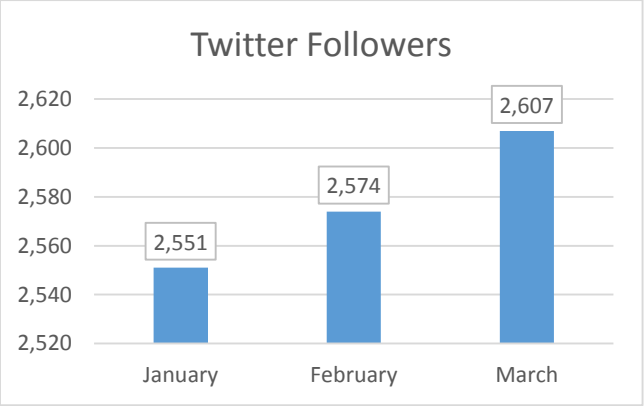
piefive_kc 👏👏👏

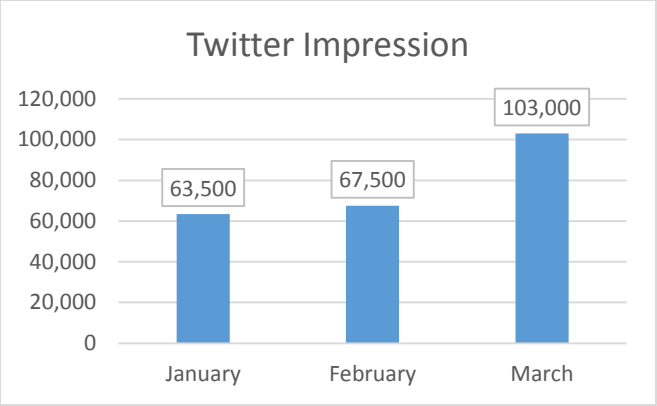
2w Reply

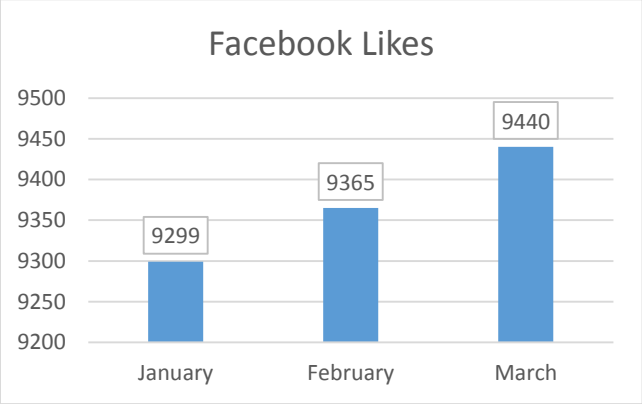
19 likes

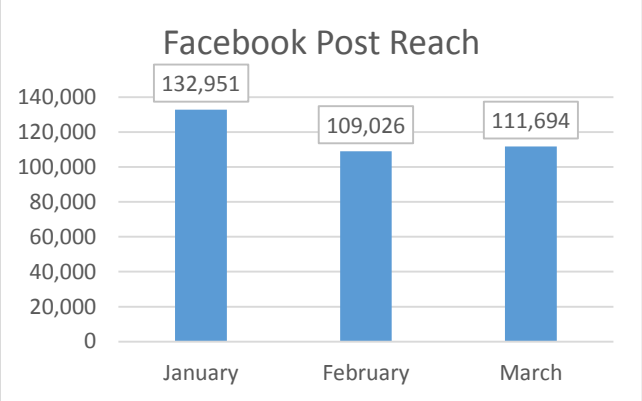
MARCH 17

Log in to like or comment.





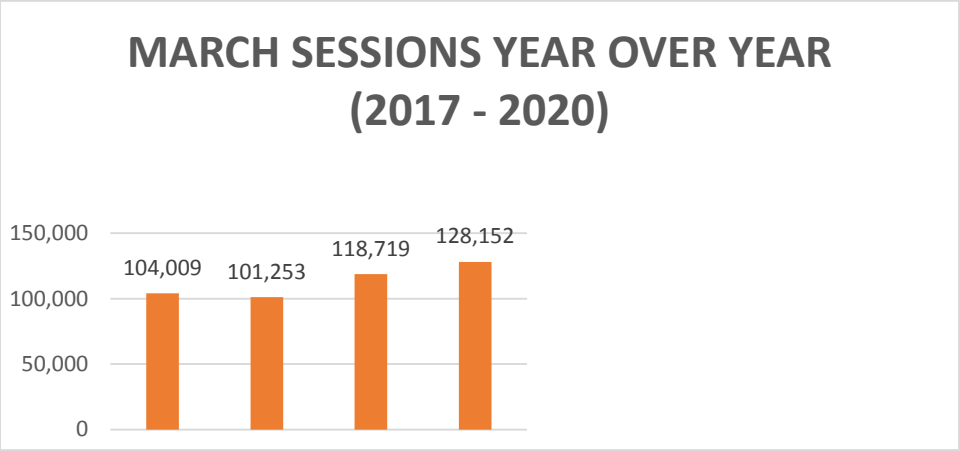




Note: Facebook numbers did not increase as much as Twitter did in March. However, we still continue to see a nice steady increase. We think this can be attributed to all activities being cancelled and students going on an extended spring break. Facebook is generally where students, faculty and the community will go to see events and college activities. Twitter is more for the news and quick updates. When activities are cancelled, there is less need to visit Facebook for details.

General Website Information

We've created a COVID-19 information page that is easily accessible from the KCKCC website's front page. This page has information on the following subjects: General Information, Messages and Updates, KCKCC COVID-19 Student Relief Fund, Support the Student Relief Fund, Using Zoom, Courses, Travel, On Campus Meetings and Events, Coronavirus Information. In addition, work on the Morgue website continues and should be ready to re-launch shortly.



Top Webpages for March 2020

Webpage	Pageviews
Degree / Certificate Webpage	13,097
Technology Support	11,450
Coronavirus Update Page	5,669
Class Schedule	4,722
Coronavirus Information Home Page	4,128

Kansas City Kansas Community College

BOARD OF TRUSTEES REPORT

FINANCE & ADMINISTRATIVE SERVICES

MICHAEL BEACH, CHIEF FINANCIAL OFFICER

APRIL 2020 REPORT

FINANCE – MICHAEL BEACH, CFO

- FY 2020-21 Budget Process continues to move forward.
- Housing Project – Request for Qualifications draft is complete.
- HVAC project in Humanities wing – Upgrade to large air handler so wall units in rooms 2101 – 2110 can come off the walls – Rooms to be remodeled as part of the Learning Spaces Upgrade Initiative.
- Maintenance crews will begin work April 24th on multiple repair and remodel projects, all to be completed by Fall Semester.

BOOKSTORE – KASEY MAYER, DIRECTOR

- We installed our new server on March 17th.
- We are wrapping up Summer and Fall textbook adoptions at home.
- We will start ordering soon.
- We have been staying off campus as much as possible, but we have staff going in to do internet orders and pay invoices.

FACILITY SERVICES – JEFF SIXTA, DIRECTOR

Accomplishments:

- Repaired and cleaned Student Housing buildings one and eight.
- Worked on remodel of Institutional Effectiveness.
- Ran electrical and cat6 wiring for testing area of Student Success.
- Sanitized hand rails and door knobs throughout campus and TEC buildings.
- Installed plumbing and shelving for water treatment of cooling towers.
- HVAC install in Humanities wing has started.

Goal:

- Continue remodel of Institutional Effectiveness.

CAMPUS POLICE – ROBERT PUTZKE, CHIEF

SUMMARY:

- Due to COVID-19 the college closed all locations starting March 14. Police Department was stationed at Upper Jewell entrance for Faculty and Essential Staff to report. All access was monitored, documented and approvals verified.

- Due to COVID-19 Police Department, at the request of IT, started issuing laptops to Students, Faculty and Staff.

BOARD OF TRUSTEES REPORT
HUMAN RESOURCES
APRIL 2020

Human Resources Updates

- The second quarterly HR newsletter was sent to all employees this month (see attached).
- Team members have been attending various webinars to stay up-to-date and knowledgeable about new legislation for COVID 19. These webinars continue to assist us in being prepared to address requirements established in new legislation and ensure the College is in compliance.

Benefits

We are in the final phase of aligning all of the KCKCC health benefits to the calendar year. As a result, we are currently in the middle of an open enrollment period for the Flexible Spending Accounts only. T

This enrollment period will be for July 1, 2020 – December 31, 2020. Beginning 2021 the Flexible Spending Account and all other health benefits will run for the calendar year, and for each Open Enrollment period thereafter.

Employee Relations

Quarterly Employee Survey Reports

New Employee Follow-Up (Jan - Mar)

(0 = very poor, 3 = fair, 5 = excellent)

Item:	2019 Q1	2019 Q2	2019 Q3	2019 Q4	2020 Q1
The position description was well defined and representative of the position for which I interviewed.	4	4.5	4.4	4.7	4.63
I was introduced to team members appropriately.	4.8	4.5	4.5	3.7	4.75
I was given a clear understanding of my department's objectives.	4.3	4.5	4.5	3.8	4.75
I was given a clear understanding of my personal performance objectives.	4.0	4.3	4.0	3.7	4.75
I understand the requirements and expectations of my new position.	4.5	4.5	4.5	4.3	4.63
My interactions with my supervisor and coworkers are appropriate.	4.75	4.8	5.0	4.3	5.0

I am satisfied with the overall communication within KCKCC.	4.5	4.3	4.4	4.0	4.63

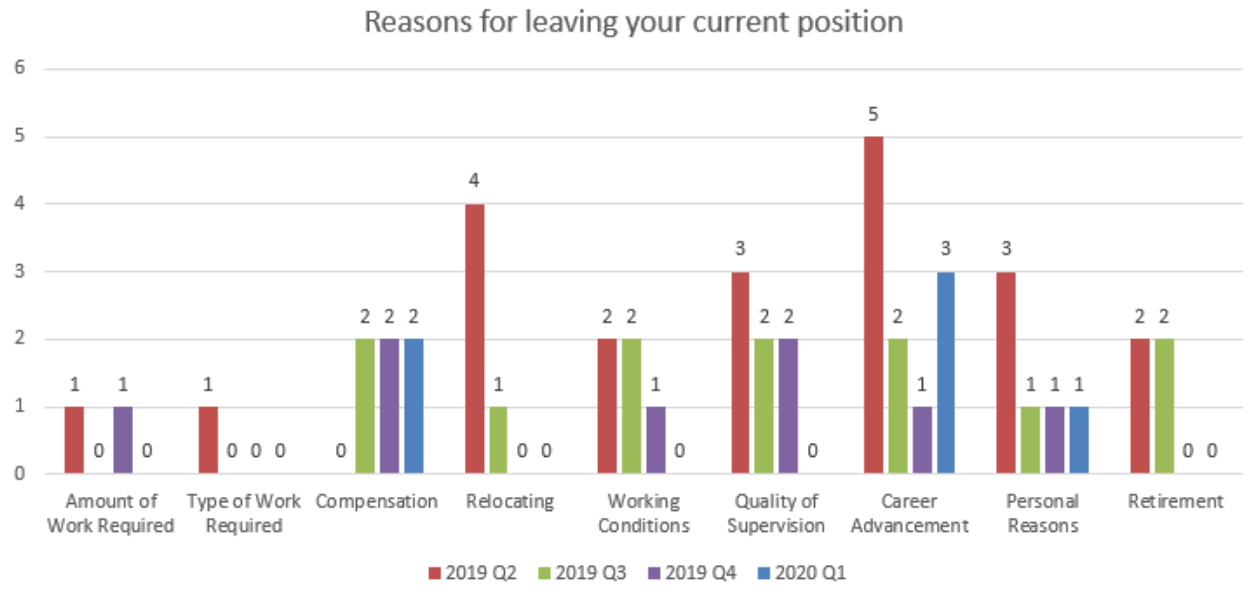
What has KCKCC done well?

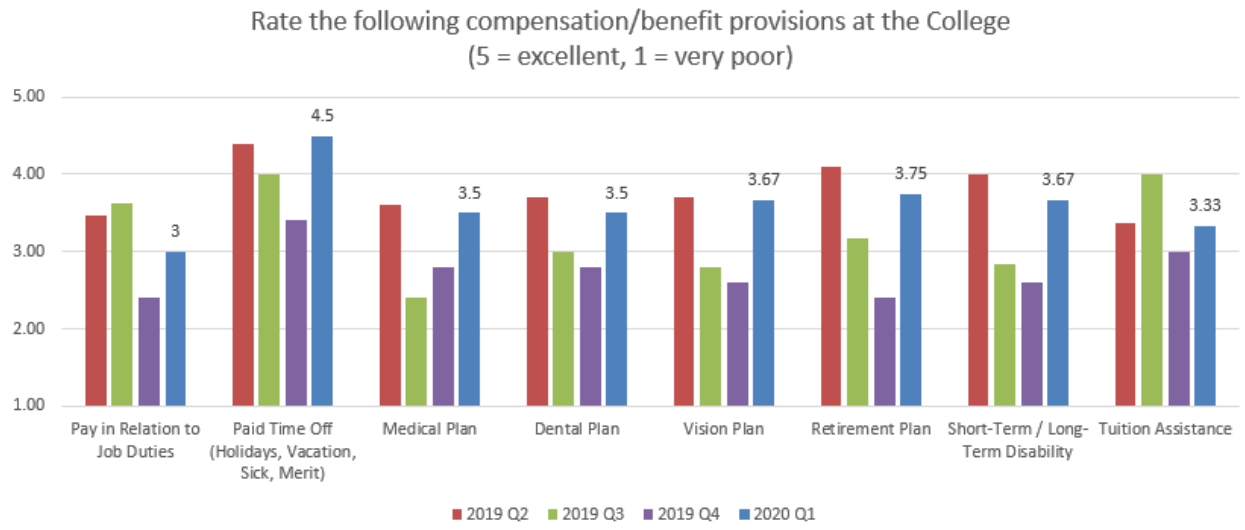
- Committed itself to the welfare and advancement of each student.
- Extremely friendly and welcoming place to work. I have enjoyed the autonomy that I have with my position, as well as the benefits and work-life balance.
- Outline and show pursuit of its mission and goals.
- Staff/Faculty have been very helpful, I have a mentor that I can go to for immediate answers and support from the Dean and Director who both have open door policies if needed. Communication is important and it has been fantastic.
- Everyone is very friendly and helpful.
- KCKCC is well organized
- They have given me an opportunity to meet several staff members in various departments and I have had the opportunity to visit with them for Q &A.
- KCKCC main campus and KCKCC PCC has been very professional and welcoming to me during the new hiring process. Faculty and staff are very friendly and helpful.

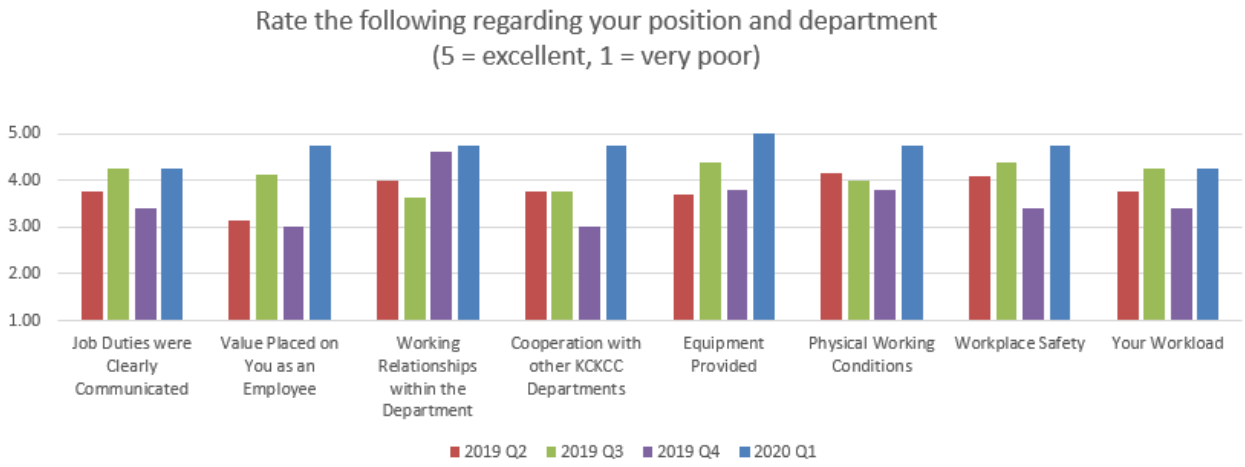
What areas can KCKCC improve?

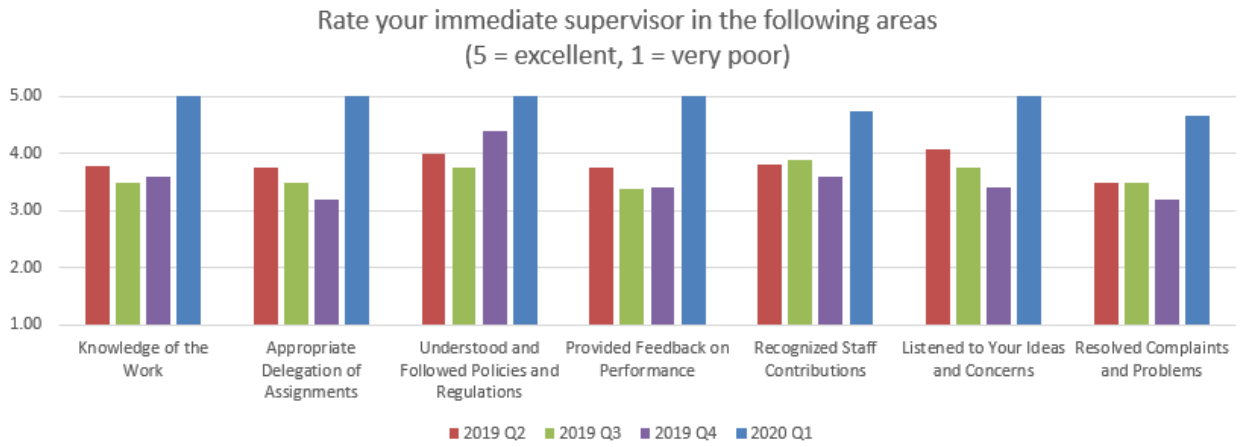
- I wish there was a more extensive "on boarding" process. I realize my New Hire Orientation was cancelled, but some of the initial "start up" process has been put into overdrive.
- Double-checking that all web-time-entry and other email and mydotte and webadvisor are in place, and working.
- Navigating Webadvisor, blackboard, Mydotte can be time consuming, when not familiar with all applications, and I assume that they all provide more benefit than I am currently utilizing. I look forward to the formal orientation process to answer some of these questions.
- Communication
- Explaining the health insurance benefits

<u>Exit Survey (Jan - Mar)</u>




Rate the following compensation/benefit provisions at the College
(5 = excellent, 1 = very poor)
5.00
4.00
3.00
2.00
1.00
3
4.5
3.5
3.5
3.67
3.75
3.67
3.33
Pay in Relation to Job Duties
Paid Time Off (Holidays, Vacation, Sick, Merit)
Medical Plan
Dental Plan
Vision Plan
Retirement Plan
Short-Term / Long-Term Disability
Tuition Assistance
2019 Q2
2019 Q3
2019 Q4
2020 Q1


Rate the following regarding your position and department
(5 = excellent, 1 = very poor)
5.00
4.00
3.00
2.00
1.00
Job Duties were Clearly Communicated
Value Placed on You as an Employee
Working Relationships within the Department
Cooperation with other KCKCC Departments
Equipment Provided
Physical Working Conditions
Workplace Safety
Your Workload
2019 Q2
2019 Q3
2019 Q4
2020 Q1


Rate your immediate supervisor in the following areas
(5 = excellent, 1 = very poor)
5.00
4.00
3.00
2.00
1.00
Knowledge of the Work
Appropriate Delegation of Assignments
Understood and Followed Policies and Regulations
Provided Feedback on Performance
Recognized Staff Contributions
Listened to Your Ideas and Concerns
Resolved Complaints and Problems
2019 Q2
2019 Q3
2019 Q4
2020 Q1

Kansas City Kansas Community College

Board of Trustees Report

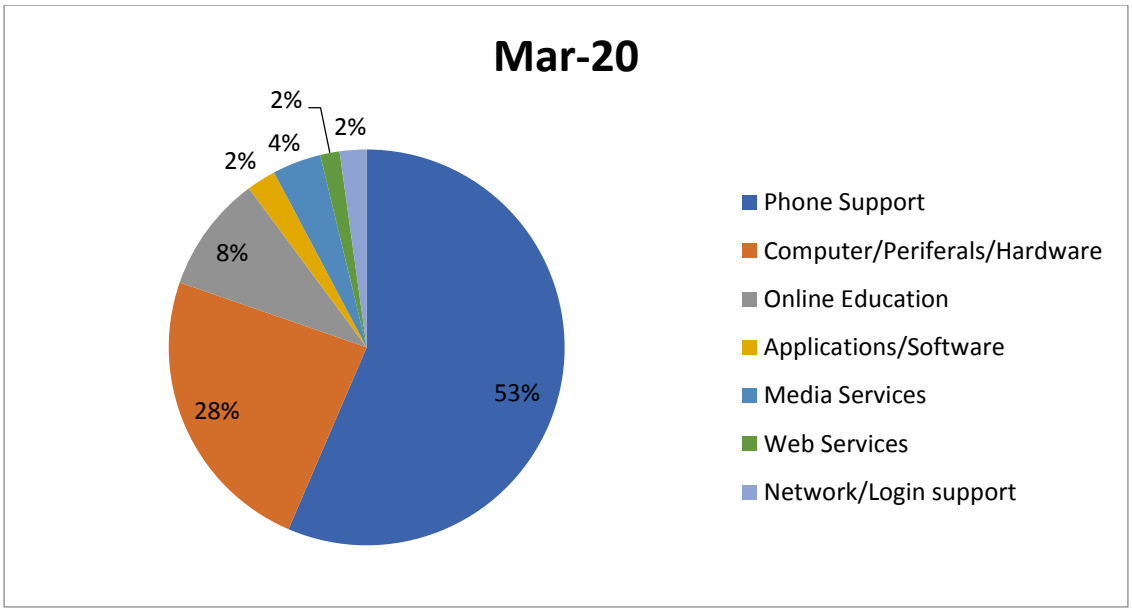
Peter Gabriel, Chief Information Officer

Academic Support

- Assisted in the response to Covid-19.
- Developed instructions for preparing to work from home.
- Supported multiple users with online video conferencing using Teams.
- Worked with the office of the president to deliver special board meeting online.
- Participated in Information Services job interviews.
- Rolled out Dual Factor Authentication to HR dept.
- Responded to various help desk issues as assigned.

Computing Services

- 347 tickets were issued during the month of March –425 tickets were resolved.
- The average time spent on each ticket was 1.45 days.
- 227 helpdesk calls were taken in March – average time per call was 3.12 minutes.



Media Services

- Setup, and recorded the monthly Board of Trustees Meeting. Made a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting.
- Setup via zoom a virtual Board of Trustees Meeting.
- Dena Wesley and Eva Simmons made three promo videos for the KSTEP Program. The grant is to support quality teacher education programs that create pathways for underserved and placed-bound students interested in a career in teaching. The grant is a five-year, $1.7 million grant,

which includes Kansas State University, KCKCC, Seward County Community College, USD 500, and USD 480.

- These videos will be featured on this link: https://www.kckcc.edu/academics/divisions/social-behavioral-sciences-public-services/k-step-up.html

Network Services

- Student Recruiter Web App Availability – 99.98%
- MyDotte Web App Availability – 99.98%
- Email Availability for employees and students - 99.99%
- WebAdvisor Web App Availability – 99.78%
- Network Switch and Phone and Availability – 99.98%
- VMware server infrastructure firmware and software updates started, to be completed mid-April.
- Numerous monitoring systems changes have been applied to servers, battery backup units and network infrastructure.
- Ellucian authentication process change project, the new authentication method is working in both UI and Self-Service test environments, project is continuing after a slight delay due to changes with Covid-19.
- System Center Configuration Manager (SCCM) project has finished, adding software and notifications to the system is back on track. The first major system update to SCCM is scheduled for mid-April.
- Announced to students via email and social media, the availability of wireless connectivity in the parking lots in from of the Humanities, Jewell and PAC buildings.
- A project has been started in order to provide wireless access in the parking lot at the LVPCC campus.

KANSAS CITY KANSAS COMMUNITY COLLEGE

Interim Summary Financial Statements -March 2020

Year to Date Fiscal Year 2020, with comparison to Fiscal Year Ended June 30, 2019

Summary Statement of Net Position

	YTD FY2020	Audited Year-End FY2019
Assets		
Current Assets	$ 32,193,413	$ 33,159,395
Noncurrent Assets	53,131,601	56,200,604
Total Assets	$ 85,325,014	$ 89,359,999
Liabilities		
Current Liabilities	$ 7,104,048	$ 13,930,479
Noncurrent Liabilities	21,721,260	21,721,260
Total Liabilities	28,825,308	35,651,739
Net Position	56,499,706	53,708,260
Total Liabilities and Net Position	$ 85,325,014	$ 89,359,999

Summary Statement of Revenue Expenses and Changes in Net Position

	YTD FY2020 Actual	Annual Budget	Annual Variance	YTD FY2019 Actual	Percent Used Actual to Budget
Operating Revenues	$ 21,500,608	$ 27,315,064	$ (5,814,456)	$ 23,057,731	78.71%
Non-Operating Revenues, Net	33,703,359	57,959,925	(24,256,566)	31,810,829	58.15%
Total Revenues	55,203,967	85,274,989	(30,071,022)	54,868,560	64.74%
Operating Expenses	54,089,388	80,812,679	26,723,291	55,428,899	66.93%
Increase/(Decrease) in Net Positions	$ 1,114,579	$ 4,462,310	$ (3,347,731)	$ (560,339)	

Notes

KANSAS CITY KANSAS COMMUNITY COLLEGE
STATEMENT OF REVENUES AND EXPENSES
YTD MARCH 2020

	BUDGET FISCAL YEAR 2020	YTD ACTUAL 3/31/2020	FORECAST FISCAL YEAR 2020	ACTUAL YTD 3/31/2019	VARIANCE ACTUAL TO BUDGET	PERCENT USED ACTUAL TO BUDGET
Operating Revenues:						
Student Tuition and Fees	$ 12,612,000	$ 10,681,698	$ 12,612,000	$ 11,061,972	$ (1,930,302)	84.69%
Federal Grants and Contracts	10,512,298	7,653,693	10,512,298	8,531,474	(2,858,605)	72.81%
State Contracts	568,026	428,246	568,026	430,053	(139,780)	75.39%
Private Gifts, Grants & Contracts	275,000	217,500	275,000	195,911	(57,500)	79.09%
Auxiliary Enterprise Revenue	2,972,125	1,767,957	2,972,125	1,873,092	(1,204,168)	59.48%
Other Operating Revenue	375,615	751,514	375,615	965,229	375,899	200.08%
Total Operating Revenues	27,315,064	21,500,608	27,315,064	23,057,731	(5,814,456)	78.71%
Nonoperating Revenues (Expenses)						
County Property Taxes	43,835,925	22,053,998	43,835,925	20,754,737	(21,781,927)	50.31%
State Aid	10,365,001	10,365,000	10,365,001	11,680,890	(1)	100.00%
SB155 AID	3,534,999	1,786,601	3,534,999	-	(1,748,398)	50.54%
Investment Income	250,000	210,493	250,000	152,028	(39,507)	84.20%
Interest Expense on Capital Asset Debt	(876,000)	(712,733)	(876,000)	(776,826)	163,267	81.36%
Transfer from Capital Reserves	850,000		850,000	-	(850,000)	0.00%
Total Nonoperating Revenues	57,959,925	33,703,359	57,959,925	31,810,829	(24,256,566)	58.15%
Total Revenues	**85,274,989**	**55,203,967**	**85,274,989**	**54,868,560**	**(30,071,022)**	**64.74%**
Operating Expenses:						
Salaries & Benefits	45,704,930	30,755,530	45,704,930	31,354,969	(14,949,400)	67.29%
Contractual Services	2,012,975	1,389,212	2,012,975	1,533,497	(623,763)	69.01%
Supplies & Other Operating Expenses	11,564,727	8,223,938	11,564,727	8,585,664	(3,340,789)	71.11%
Utilities	2,077,855	1,363,738	2,077,855	1,525,003	(714,117)	65.63%
Repairs & Maintenance to Plant	4,595,883	2,287,821	4,595,883	1,982,568	(2,308,062)	49.78%
Scholarships & Financial Aid	10,371,309	8,119,621	10,371,309	8,732,198	(2,251,688)	78.29%
Strategic Opportunities	1,250,000	-	* 1,250,000	-	(1,250,000)	0.00%
Contingency	250,000	58,289	250,000	-	(191,711)	23.32%
Debt Service	2,985,000	1,891,239	2,985,000	1,715,000	(1,093,761)	63.36%
Total Operating Expenses	**80,812,679**	**54,089,388**	**80,812,679**	**55,428,899**	**(26,723,291)**	**66.93%**
Increase in Net Position	**$ 4,462,310**	**$ 1,114,579**	**$ 4,462,310**	**$ (560,339)**	**$ (3,347,731)**	

* We have utilized $267,438 of the strategic initiative funding to date. The expenses were expended out of various Supplies & Expenses accounts.

KANSAS CITY KANSAS COMMUNITY COLLEGE
Summary Statement of Revenue Expenses and Changes in Net Position
YTD MARCH 2020

	FY2020 Actual	Annual Budget	FY2019 Actual	Annual Budget	FY2018 Actual	Annual Budget	FY2017 Actual	Annual Budget
Operating Revenues	$ 21,500,608	$ 27,315,064	$ 23,057,731	$ 29,246,544	$ 23,954,598	$ 28,475,721	$ 24,288,539	$ 28,867,852
Non-Operating Revenues, Net	33,703,359	57,959,925	31,810,829	53,604,198	33,299,222	46,028,088	32,941,068	44,909,478
Total Revenues	55,203,967	85,274,989	54,868,560	82,850,742	57,253,820	74,503,809	57,229,607	73,777,330
Operating Expenses	54,089,388	80,812,679	55,428,899	79,979,223	56,598,151	78,182,624	55,140,486	72,720,099
Increase/(Decrease) in Net Positions	$ 1,114,579	$ 4,462,310	$ (560,339)	$ 2,871,519	$ 655,669	$ (3,678,815)	$ 2,089,121	$ 1,057,231

KANSAS CITY KANSAS COMMUNITY COLLEGE

BANK BALANCES PER GENERAL LEDGER

FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	YTD 31-Mar-20	PRIOR YEAR 31-Mar-19
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	$ 419,753		$ 419,753	$ 184,814
BROTHERHOOD BANK	61	CAPITAL OUTLAY	$ 2,055,265		$ 2,055,265	$ 1,633,157
BROTHERHOOD BANK	61	CAPITAL OUTLAY		$ 3,069,003	$ 3,069,003	$ 3,069,003
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	$ 67,789		$ 67,789	$ 342,519
LIBERTY BANK	11	GENERAL FUND		$ 501,172	$ 501,172	$ -
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	$ 321,091		$ 321,091	$ 659,128
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	$ 1,044,269		$ 1,044,269	$ 658,830
SECURITY BANK***	11	GENERAL FUND	$ 17,096,542		$ 17,096,542	$ 13,606,417
SECURITY BANK	15	TECHNICAL ED FUND	$ 880,373		$ 880,373	$ 1,351,816
SECURITY BANK	16	STUDENT UNION	$ 1,414,008		$ 1,414,008	$ 1,577,626
		(AUXILIARY SERVICES)				
	11	GENERAL FUND			$ -	$ 1,000,000
UMB BANK *	**17**	**PAYROLL**	**$ -**		**$ -**	
TOTAL			**$ 23,299,091**	**$ 3,570,175**	**$ 26,869,266**	**$ 24,083,310**

	Current	Previous Month	Previous Year
91-day Treasury Rate	**0.090**	**1.160**	**2.380**

* 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, 2019 to June 30, 2020

July 1, 2018 to June 30, 2019

Month	FY2020 Operational Cash Inflow	FY2019 Operational Cash Inflow	FY2020 Operational Cash Outflow	FY2019 Operational Cash Outflow	FY2020 Net Change	FY 2019 Net Change	FY2020 Transfers In/Out	FY2019 Transfers In/Out	FY2020 Cash Balance	FY2019 Cash Balance
June									**17,112,289**	**13,921,978**
July	**1,120,087**	**1,893,505**	**(5,848,294)**	**(5,819,623)**	**(4,728,207)**	**(3,926,118)**			**12,384,082**	**9,995,860**
August	**8,660,992**	**7,574,490**	**(7,083,680)**	**(5,573,160)**	**1,577,312**	**2,001,330**			**13,961,394**	**11,997,190**
September	**7,498,242**	**8,275,439**	**(7,442,728)**	**(8,448,948)**	**55,514**	**(173,509)**			**14,016,908**	**11,823,681**
October	**3,653,486**	**4,213,690**	**(8,032,248)**	**(7,470,104)**	**(4,378,762)**	**(3,256,414)**			**9,638,145**	**8,567,267**
November	**1,394,853**	**2,263,775**	**(5,767,127)**	**(6,080,099)**	**(4,372,274)**	**(3,816,324)**			**5,265,871**	**4,750,943**
December	**1,720,958**	**1,398,992**	**(5,808,633)**	**(5,425,532)**	**(4,087,675)**	**(4,026,540)**			**1,178,197**	**724,403**
January	**29,642,011**	**26,999,318**	**(6,059,800)**	**(7,471,965)**	**23,582,211**	**19,527,353**			**24,760,408**	**20,251,756**
February	**7,917,760**	**7,496,823**	**(10,685,251)**	**(8,284,267)**	**(2,767,491)**	**(787,444)**			**21,992,917**	**19,464,312**
March	**7,458,489**	**5,172,465**	**(11,474,491)**	**(9,849,981)**	**(4,016,002)**	**(4,677,516)**			**17,976,915**	**14,786,796**
April	2,685,410	2,685,410	(7,074,615)	(7,074,615)	(4,389,205)	(4,389,205)			13,587,710	10,397,591
May	1,898,779	1,898,779	(6,582,603)	(6,582,603)	(4,683,824)	(4,683,824)			8,903,886	5,713,767
June	18,916,650	18,916,650	(7,518,128)	(7,518,128)	11,398,522	11,398,522			20,302,408	17,112,289
Totals	**92,567,717**	**88,789,336**	**(89,377,598)**	**(85,599,025)**	**3,190,119**		**-**	-		
Bold = Actual										
	69,066,878		**(68,202,252)**							
GL Balance	General Fund	$ 17,096,542								
	TEC Fund	$ 880,373								
		$ 17,976,915								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Position
YTD DECEMBER 2019

Debt Issuance	Issue Date	Maturity Date	Original Principal Issued	Balance 6/30/2019	Payments FY20 Due Date	Payments FY20 Amount	Less Interest	Balance 6/30/2020
COP-Capital Lease Oblig	3/1/2014	5/1/2029	$8,045,000	$6,305,000	5/1/2020	$682,403	$207,403	**$5,830,000**
	7/1/2013	6/1/2027	$5,750,401	$3,400,000	6/1/2020	$498,406	$118,406	**$3,020,000**
	12/1/2010	4/1/2026	$25,940,000	$13,845,000	4/1/2020	$2,306,638	$536,638	**$12,075,000**
COP-Bonds Payable	8/1/2010	5/15/2020	$3,080,000	$360,000	5/15/2020	$371,250	$11,250	**$0**
			$42,815,401	**$23,910,000**		**$3,858,697**	**$873,697**	**$20,925,000**

*This report will be updated upon receipt of final closing documents from debt refinance

ELECTRICAL USAGE								
DATE	**KWH**	**DOLLARS**	**CENTS**		**DATE**	**KWH**	**DOLLARS**	**CENTS**
			PER KWH					**PER KWH**
year 2012	9,102,820	$960,777	10.55		**year 2013**	9,781,828	$974,199	10.17
year 2014	9,693,245	$1,038,839	11.14		**year 2015**	7,217,301	$832,768	11.79
1/28/2016	686,808	$71,914	10.47		1/30/2017	669,778	$67,660	10.10
2/26/2016	612,126	$66,398	10.84		2/27/2017	520,873	$59,658	11.45
3/30/2016	589,650	$64,725	10.97		3/30/2017	571,377	$66,275	11.59
4/29/2016	510,454	$58,720	11.50		4/27/2017	488,937	$62,282	12.73
5/27/2016	490,058	$64,489	13.15		5/30/2017	519,433	$63,673	12.25
6/30/2016	499,129	$61,192	12.25		6/29/2017	493,221	$63,308	12.83
7/28/2016	471,206	$61,206	12.98		7/28/2017	517,966	$69,963	13.50
8/30/2016	555,317	$63,996	11.52		8/30/2017	509,347	$65,091	12.77
9/29/2016	488,177	$54,543	11.17		9/28/2017	471,352	$68,199	14.45
10/28/2016	463,380	$52,462	11.32		10/30/2017	510,088	$66,797	13.09
11/29/2016	521,442	$55,189	10.58		11/29/2017	440,328	$72,722	16.51
12/29/2016	614,663	$58,846	9.57		12/28/2017	543,884	$75,020	13.79
year 2016	**6,502,410**	**$733,680**	**11.36**		**year 2017**	**6,256,584**	**$800,648**	**12.79**
1/30/2018	693,552	$89,219	12.86		1/30/2019	609,645	$83,726	13.73
2/28/2018	607,766	$81,656	13.43		2/27/2019	625,832	$80,202	12.81
3/28/2018	523,914	$76,238	14.55		3/28/2019	554,141	$78,123	14.09
4/27/2018	543,350	$80,058	14.73		4/29/2019	510,325	$73,381	14.37
5/30/2018	489,912	$69,589	14.20		5/30/2019	441,276	$66,651	15.10
6/28/2018	465,616	$66,247	14.22		6/27/2019	436,477	$63,796	14.61
7/30/2018	508,674	$65,879	12.95		7/31/2019	537,680	$64,553	12.00
8/30/2018	519,245	$66,724	12.85		8/29/2019	494,320	$67,133	13.58
9/28/2018	441,010	$67,393	15.28		9/27/2019	485,749	$63,507	13.07
10/30/2018	523,678	$74,199	14.16		10/30/2019	528,274	$73,213	13.85
11/29/2018	553,893	$79,005	14.26		11/26/2019	440,981	$65,663	14.89
12/28/2018	566,892	$80,894	14.27		12/30/2019	524,192	$72,943	13.91
year 2018	**6,437,502**	**$897,101**	**13.98**		**year 2919**	**6,188,892**	**$852,891**	**13.83**
1/30/2020	501,163	$72,729	14.51					
2/28/2020	507,458	$71,243	14.03					
3/30/2020	488,515	$73,813	15.10					

Policy: NEW

Open Records Request

Purpose: To provide guidance to individuals or entities that request public record information from Kansas City Kansas Community College (KCKCC).

Policy Statement

KCKCC Open Records Request Policy is written in agreement with the right to request public records under *The Kansas Open Records Act, K.S.A. 45-215 et seq (herein, "KORA" or "The Kansas Open Records Act").*

1. All public records, as defined in KORA shall be open to the public for their inspection or copying. Those records exempted from public inspection and copying by state or federal law shall not be made available.
2. All records of KCKCC shall be open to public inspection in accordance with the language and provisions KORA, except (1) any records, student, personnel, or otherwise, required to be kept confidential under Kansas or federal law, or; (2) any records otherwise specifically exempt from disclosure.
3. All requests for access to a public record must be in writing or via electronic mail (email), and the three-day period in which KCKCC is required to respond in accordance with The Kansas Open Records Act shall begin upon receipt of the request. Delays in requests may occur as allowed by KORA.
4. All public records shall be housed, either in physical or digital form, at 7250 State Ave, Kansas City, KS 66112 or on such systems as designated by the president, or designee of the college.
5. The board of trustees designates the president of KCKCC as custodian of the college's records. The president may authorize a designee or designees to establish appropriate administrative rules and procedures under which such public records may be inspected and reproduced in accordance with the Act. All requests for inspection and copying of public records must be submitted to the director of institutional effectiveness at 7250 State Ave, Kansas City, KS 66112 c/o: Director of Institutional Effectiveness
6. No original public record shall be removed from the custody of the official custodian without the written permission of the official custodian.
7. Each request for access to public records shall be acted upon as soon as possible, but not later than the end of the third business day following the date on which the request is received in writing, in accordance with number three (3) above.

<u>Responsibilities of Kansas City Kansas Community College</u>

1. KORA requires KCKCC to provide public records that already exist. There is no requirement for KCKCC to create a record upon request.
2. If KCKCC takes longer than three business days to act on a request, the requestor will receive notification from KCKCC explaining that it will take additional time to produce the records. Reasons for additional time may include, but are not limited to, voluminous records, complicated request parameters, unresolved legal issues or difficulty in accessing archived records.
3. A request may be denied in whole or in part. If the request is denied, KCKCC will identify generally the records denied, and the specific legal authority for the denial.

<u>Exceptions to the Kansas Open Records Act</u>

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KORA recognizes that certain records contain private or privileged information, and the College is not required to provide access to those records. The KORA lists several exceptions including, but not limited to, the following:

- Personal information of public employees
- Medical treatment records
- Records protected by attorney-client privilege
- Records closed by the rules of evidence
- Records containing personal information compiled for census purposes
- Notes and preliminary drafts
  Criminal investigations

Recipient's responsibilities upon receipt of a Public Record

Except for the limited purposes set forth in K.S.A. 45-230(a) (1) through (a)(6), a person receiving public records may not:

1. Knowingly sell, give or receive, for the purpose of selling or offering for sale any property or service to persons listed therein, any list of names and addresses contained in or derived from public records contained on this site; and
2. Use any information obtained from this site for any unlawful purpose (civil or criminal) whatsoever.

Fees

Fees shall be charged for the retrieval, review, and production of public records commensurate with the actual costs in College employee time and resources. The following fee rates are established by KCKCC, with payment of total estimated fees required by check or money order in advance of records production:

- Manager rate for retrieval and/or review: $50.48 per hour
- Staff rate for retrieval and/or assembly to produce: $37.37 per hour
- Digital transmission or mailing fee: Actual Cost to KCKCC

If the actual cost in time and resources exceeds the fee estimate, the requestor will be informed of the additional cost prior to the request being completed. If the requestor approves the additional cost, the requestor will be billed for the balance of fees incurred, with full payment required before records production. If the actual cost is less than the fee estimate, the requestor will be refunded. Request for a fee waiver must be approved by the President or their designee.

The Solomon Amendment

Under the provisions of the Solomon Amendment (32 C.F.R. 216), KCKCC is required to provide "student recruitment information" upon request to representatives of the Department of Defense for military recruiting purposes. This information includes student name, address, telephone number, date of birth, level of education or degrees received, major and the most recent previous educational institution in which the student was enrolled. Fees as provided under KORA shall apply to these requests. The request for public records must be in writing using the Open Records Request form.

Board Approved: XX/XX/XXXX

Policy: 5.38

Military Leave

Purpose: To comply with federal law (Uniformed Services Employment and Reemployment Rights Act) which provides employment protection to those employees that continue to serve the United States in the uniformed services.

Scope: All full-time employees that are National Guard and Military Reserves members and those who volunteer or are involuntarily inducted into military service, to attend military training and for active duty.

Policy Statement

It is the College's policy to support our employees who continue to serve their country in the uniformed services, which includes Army, Navy, Marine Corps, Air Force, or Coast Guard; Army Reserve, Naval Reserve, Marine Corps Reserve, Air Force Reserve, or Coast Guard Reserve; Army National Guard or Air National Guard; Commissioned Corps of the Public Health Service; or any other category of persons designated by the President in time of war or emergency; in accordance with federal and state law, in particular the Uniformed Services Employment and Reemployment Rights Act (USERRA).

Notice of Military Leave

Unless military necessity prevents it, or is otherwise impossible or unreasonable, an employee should provide their immediate supervisor with written or verbal notice with their need for leave as far in advance as is reasonable under the circumstances including, where feasible, a copy of the orders directing the service. Notice may also be provided by an appropriate officer of the branch of military in which the employee will be serving. Failure to provide notice may render the employee ineligible for the rights and benefits contained in the military leave policy. However, no notice will be required if military necessity prevents the giving of notice, or the giving of notice is otherwise impossible or unreasonable.

Pay While on Military Leave

Temporary Military Leave (1-30 days of uniformed service):

All employees will be granted time off with pay for an annual military reserve duty provided the duty is obligatory to maintain military status. The maximum paid time allowed for annual reserve duty is limited to 30 workdays per fiscal year (July 1 to June 30)

Other Military Leave (30+ days of uniformed service)

Subject to a lifetime cap of 12 months , any regular full-time College employee is entitled to differential pay during military leave. In the event that the military base pay, not including allowances (e.g. Hostile Fire Pay, Housing Allowance, Food Allowance, and others), is less than the employee's College individual pay, the College will reimburse the employee the difference between the base pay for uniformed service and their individual pay earned at the College during the same time. The maximum amount paid is $1,000 per month.

Returning to Work After Military Duty

Prior to returning to work, you will need to notify your supervisor of your intent to return and provide a

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copy of your discharge documentation. The length of our military leave determines your return-to-work notice requirements.

1. Service of 1 to 30 days: the employee must return to work at the beginning of the first regularly scheduled workday or 8 hours after the end of the military duty, allowing for reasonable commuting time from the military duty station to home.
2. Service of 31 to 180 days: application for reinstatement must be submitted to the College not later than 14 days after completion of military duty.
3. Service of 181 days up to 5 cumulative years: application for reinstatement must be submitted not later than 90 days after completion of military duty.

Reinstatement applications shall be granted for a period not to exceed five years, in accordance with the cumulative service limit provisions of the USERRA.

Benefits During Military Leave

An employee on military leave may elect to continue the health benefit plan coverage and is required to pay only the employee's portion of the insurance premium when in the service for up to 12 months. Thereafter, the employee may elect to continue healthcare coverage as provided under COBRA. However, if coverage is terminated at the employee's option, KCKCC may not impose a waiting period for benefit reinstatement upon return to employment. For more specific information regarding the status of Health Plan coverage, Group Term Life/AD&D and other benefits during military leave, the employee should contact the Human Resources Department.

Employees who are members of Kansas Public Employee Retirement System (KPERS) will continue retirement participation according to the employee's retirement plan guidelines.

Time off Accruals

Employees will continue to accrue vacation, sick and personal leave hours each month. Additionally, when an employee returns to work, the accrual rates will be adjusted for staff employees that reach a different accrual rate due to their years of service during their absence.

Tuition Waiver

Tuition waiver benefit shall continue for any eligible dependents for a period not to exceed the five-year cumulative service limit of their military service.

Note: This policy replaces Policy 4.13 (Required Temporary Military Duty for Emergency Leave) and Policy 4.14 (Temporary Military Training Duty)

Board Approved:

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Policy: NEW

Academic Integrity

Purpose: To provide fair, consistent, and expeditious resolution of reports of student academic misconduct.

Policy Statement

Kansas City Kansas Community College expects our academic community to adhere to the highest standards of excellence in their pursuit of knowledge. Academic dishonesty on the part of any student will result in consequences consistent with those documented in the KCKCC Student Handbook & Code of Conduct.

Instructors shall foster an expectation of academic integrity and make a reasonable effort to avoid situations conducive to infractions of this policy. Failure of instructors to prevent cheating does not excuse students from compliance with this policy.

The primary forms of academic dishonesty outlined below are: cheating, plagiarism, collusion and fabrication.

Cheating is the unauthorized use or exchange of information by students in meeting academic standards or requirements. Cheating includes, but is not limited to:

- Unauthorized sharing of answers during an exam.
- Having another individual or entity complete assignments, projects and exams for a class.
- Use of unauthorized notes, study materials or electronic devices during an exam.
- Altering an exam and resubmitting it for re-grading.
- Submitting substantial portions of work in more than one course, without the acknowledgement of previous work product (i.e. self-plagiarism).

Plagiarism is the use of another person's words or ideas without the proper credit or citation. Plagiarism includes, but is not limited to:

- Any attempt to take credit for work that is not your own, such as using direct quotes from an author without using quotation marks or indentation in the paper.
- Paraphrasing work that is not your own without giving credit to the original source of the idea.
- Failing to properly cite all resources in the body of your work.
- The use of complete or partial papers from internet paper mills or other sources of non-original work without attribution.

Collusion is the attempt to form an agreement by a group of students to commit an act of academic dishonesty. There is no difference between students who cheat or plagiarize and those who allow such behaviors to occur. Collusion includes, but is not limited to:

- Any attempt of an unauthorized collaboration in preparing work offered for academic credit.
- Deliberately using, purchasing, selling, stealing, sharing, bribing or soliciting, in whole or in part, any information or materials to be submitted as a student's work.

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- Impersonating another student for the purpose of taking a course, exam, or to complete an academic activity.
- Any student providing access to the materials is a party to collusion and subject to the same penalties. All students should take reasonable precautions to protect their work from being compromised.

Fabrication is the intentional misrepresentation or invention of any information, such as falsifying research, inventing or exaggerating data, or listing incorrect or fictitious references. Fabrication includes, but is not limited to:

- Providing false data for a research paper.
- Creating/citing false or fictitious references.
- Unauthorized altering or falsification of data, documents, images, music, art or other work.
- Unauthorized omission of data, information, or results in documents, reports and presentations.
- Hiding data, results, or information using inappropriate scales, magnification and representation in charts, graphs and other forms of representation.
- Falsifying information pertaining to the subjects participating in an experiment.
- Unapproved deviation from a predetermined experimental procedure.

Consequences for Violation of the Academic Integrity Policy

Students who commit acts of academic dishonesty are subject to classroom penalties and conduct sanctions as outlined in the course syllabus and in this policy. Academic dishonesty is very serious, possibly including suspension or expulsion from the College. Students are expected to refer to the course syllabus for details regarding academic dishonesty in a specific course; students are expected to be familiar with this policy and the student code of conduct. If a student is unsure whether their action(s) may constitute a violation of the Academic Integrity policy, then it is that student's responsibility to consult with the instructor to clarify any ambiguities

Consequences at the course level will be at the discretion of the instructor and may include, but are not limited to, one or a combination of the following:

- Verbal or written warning to the student;
- A letter, detailing the violation, to be kept on record;
- Assignment of substitute and/or additional work;
- Requiring the student to redo the assignment for a reduced grade;
- Deduction of points, a grade of “F” or zero for the assignment, project or examination/quiz;
- Reexamination;
- Lowering of the course grade;
- A grade of "F" or "Not Passing" for the course, overriding a student withdrawal from the course. (requires approval from the division dean)
- Notification to the Dean of Student Services who will document the violation.

Specific programs: Due to program and facility requirements for professional behavior in the workplace, a first instance of academic dishonesty or plagiarism in a clinical practicum or workplace setting shall be treated as equivalent to a third offense of academic dishonesty or plagiarism in the classroom.

Board Approved: XX/XX/XXXX

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Procedure: New

Academic Integrity

Purpose: To provide guidance when an academic integrity violation is suspected.

Procedure Statement

Student Violation Procedures

Consistent with their course syllabus, the faculty member is responsible for handling instances of actual and potential academic misconduct with the following procedures:

1. The instructor observing or investigating the apparent act of academic misconduct documents the act by writing down the time, date, place, and a description of the act.

2. The instructor collects evidence of the academic dishonesty. The evidence may include various samples of the student's work showing a radical disparity in style or ability.

3. The instructor will meet with the student, explain the allegations, present any evidence, and hear the student's response.

4. The instructor shall determine based upon the preponderance of evidence if the student has committed an act of academic dishonesty.

5. If the instructor determines the student is not responsible for engaging in academic misconduct, the matter will be considered resolved and no further action will be taken.

6. If the instructor determines the conduct was unintentional, the instructor has the discretion to resolve the matter informally by using the offense as a “teachable moment,” which may include a verbal warning or re-doing an assignment when responding to issues related to missed or partial citations, incorrect formatting, etc. or;

7. The instructor may resolve the matter by determining an appropriate course of action, which may include a verbal or written warning, or a grade of "F" on an assignment, project, or examination. The division dean and the Office of the Dean of Student Services will be notified in writing of the incident and the outcome by submitting the Academic Integrity Violation form.

8. If the instructor wishes to initiate further action (e.g. assign a lower grade or a grade of "F" or "Not Passing" for the course), the instructor submits a copy of the Academic Integrity Violation form and any supporting documentation to the division dean within seven (7) business days of the alleged act of academic dishonesty to initiate the Academic Dishonesty Hearing procedures outlined below.

9. If the student contests the instructor's decision, a hearing with the division dean may be requested within seven (7) business days of the notification of the instructor’s decision. Academic Dishonesty Hearing procedures outlined below.

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10. It is important to note that in situations where the instructor and the division dean believe that the student's continued presence may pose an on-going disruption to the academic process, or pose any danger to persons or property, the Dean of Student Services will conduct a preliminary hearing to determine the initial facts and if a temporary suspension is justified. The student will have an opportunity to present whatever pertinent facts he or she deems appropriate at this preliminary hearing.

If the Dean of Student Services upholds the recommendation for a temporary suspension, this action will take place immediately. The Dean of Student Services will notify in writing the following: the student, instructor, appropriate division dean, and Vice President of Academic Affairs. The student may appeal the decision to suspend to the Vice President of Academic Affairs.

Academic Dishonesty Hearing Procedures

1. Within seven (7) business days of receiving an Academic Integrity Violation form from the instructor or from receiving written notification from the student requesting a hearing, the division dean notifies all parties in writing of the date, time and location of the hearing.

2. The student meets with the instructor, the division dean and dean of student services to hear the charges and present their side of the case. The student may bring a second person , who may advise the student but not present the case. If the student misses the hearing, the instructor and division dean may proceed with the process to completion.

3. The division dean will consider any evidence submitted within seven (7) business days of the hearing, and interview persons as warranted. The division dean determines if the action recommended by the instructor is appropriate.

4. Within seven (7) business days of the hearing, the division dean sends written notification of the results to the student and the instructor.

5. Within seven (7) business days of the notification, the student may submit a written appeal to the Vice President of Academic Affairs. The decision of the Vice President of Academic Affairs is final. Academic Dishonesty Student Appeal Procedures are outlined in Part 5 below.

6. The division dean will send the Academic Integrity Violation form and a final report to the Dean of Student Services. The Dean of Student Services may also issue the disciplinary sanctions, in accordance with the Student Code of Conduct.

Academic Dishonesty Student Appeal Procedures

The academic dishonesty student appeal procedures place the burden of proof on the student. Students must submit complete and accurate information regarding academic appeals. The submission of false or incomplete information shall be considered an act of academic dishonesty.

A student accused of academic dishonesty has the right to appeal the violation charge, but not the sanction. If the appeal is approved, the sanction would change accordingly. Students should continue active participation in the course while appeals are under review.

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The steps outlined below shall be followed. All dates will be effective from the date of the notification letter the student receives from the division dean.

1. A student wishing to challenge or appeal the allegation/finding of academic misconduct should consult the Vice President of Academic Affairs.

2. The student must initiate the appeal process by submitting a written request and supporting documentation (e.g. relevant syllabus sections, drafts, emails, research notations, etc.) to the Vice President of Academic Affairs within seven (7) business days of receiving the written notification from the division dean.

3. Within seven (7) business days of receiving the appeal, the Vice President of Academic Affairs will review the request and determine if there are proper grounds for an appeal and if the evidence submitted warrants reconsideration of the division dean's decision. While an appeal is in progress, the student must be allowed to continue actively participating in the class.

4. If a decision is made to reconsider the division dean's initial determination, the Vice President of Academic Affairs will adjudicate the matter and all parties will have the opportunity to submit information they would like considered.

5. The Vice President of Academic Affairs will review all information provided by the parties and shall reach a determination.

6. Within seven (7) business days of reaching a determination, each party will be notified in writing of the Vice President of Academic Affairs decision.

7. The division dean and instructor, if available, will work together to implement the change in sanction if necessary.

8. The decisions made by the Vice President of Academic Affairs are final.

The College reserves the right to impose discipline, including up to dismissal, based on the nature and circumstances of each confirmed violation. The Academic Integrity Violation form and a final report will be routed to the Dean of Student Services. This enables the Dean of Student Services to monitor multiple offenses. The Office of the Dean of Student Services is responsible for keeping documentation on reported academic integrity violations.

The Dean of Student Services may also issue the disciplinary sanctions outlines below, in accordance with the KCKCC Student Code of Conduct:

1. Disciplinary warning;
2. Disciplinary probation with or without the loss of privileges for a definite period of time. The violation of the terms of the disciplinary probation or the breaking of any college rule during the probation period may be grounds for suspension or expulsion from the college;
3. Suspension from Kansas City Kansas Community College for a definite period of time; (i.e., suspension of the privilege to attend Kansas City Kansas Community College);
4. Expulsion from Kansas City Kansas Community College (i.e., removal of the privilege to attend Kansas City Kansas Community College);

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A ***third violation*** reported to the Office of the Dean of Student Services may result in suspension from the College for one calendar year. If another violation occurs after the student has returned to college, the student will be permanently expelled from the College.

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Policy: NEW

Conflict of Interest

Purpose: To ensure that employees identify and disclose potential conflicts of interest and conduct themselves in a manner that will not compromise the integrity of the College.

Scope: This policy includes all Kansas City Kansas Community College (KCKCC) employees.

Definitions

Conflict of Interest - An actual Conflict of Interest occurs when financial or personal considerations compromise an individual's objectivity, professional judgment, professional integrity and/or ability to perform his/her responsibilities for the College. A perceived or potential Conflict of Interest can occur when, although there is no actual Conflict of Interest, the circumstances are such that a reasonable person might question whether a decision maker is biased in carrying out his/her professional responsibilities for the College. The following non-exclusive list provides examples of situations that often give rise to an actual or potential Conflict of Interest.

An employee …

- has an ownership interest in an entity with which the College does business;
- receives significant salary or other compensation from an entity/individual with which/whom the College does business;
- receives individual gifts or individual discounts from an entity/individual with which/whom the College does business, when the donor's intent is to influence such individual in the performance of his/her official College duties;
- is an administrator, director or other key decision maker for an entity with which the College does business;
- receives significant commissions or fees as part of an outside business from a customer/client with which the College also does business; or
- has a Family Member or close personal relationship with someone who fits into one of the categories described above.

Policy Statement

Employees of Kansas City Kansas Community College (KCKCC) have an obligation to uphold the public trust, protect and advance the College's integrity and act in the best interests of the College while carrying out their official College duties.

<u>Disclosure of Interests</u>

Administrators of Kansas City Kansas Community College, its Board of Trustees, all employees Coordinator level and above, and all employees with the responsibility of maintaining financial records, shall submit a completed *Annual Conflict of Interest Disclosure Form*. If changes in circumstances arise that (a) create a new Conflict of Interest or (b) change or eliminate a Conflict of Interest previously disclosed, an updated disclosure is required. It is the responsibility of the employee to resubmit and updated disclosure form. The process of disclosure includes the following actions:

- Submission of an *Annual Conflict of Interest Disclosure Form* to the Human Resources Department.
- Review of the disclosure by supervisor and the Chief Financial Officer or Chief Human

Resources Officer. These officials will determine whether a Conflict of Interest exists and what conditions or restrictions, if any, should be imposed to manage, reduce or eliminate the Conflict of Interest.

Agreements, Contracts and Purchases

College employees shall not knowingly promote and/or enter into any agreement, contract or other binding business relationship on behalf of the College when a Conflict of Interest exists. Please see Purchasing and Procurement Policy 5.05 for details.

Gifts

College employees who participate in selecting vendors, products and contractors and/or participate in forming Business Agreements must avoid accepting individual gifts and individual discounts from outside individuals with an approximate value of $25.00 or more. Occasional meals, beverages and other non-extravagant gifts are acceptable as long as they are not conditioned upon the employee taking official action on behalf of the College. An employee who believes he/she may have accepted a gift giving rise to an actual or perceived Conflict of Interest, should notify his/her supervisor pursuant to this Policy. Employees are encouraged to consider donation of any gifts and/or proceeds for the benefit of the College or Foundation. A gift received because of a purchase made by the College will typically be deemed as a gift to the College and not any individual employee, unless the College determines otherwise.

Restraint on Participation

With respect to a particular transaction or item of business, if a supervisor deems an employee to have an actual or significant perceived Conflict of Interest, that employee shall not participate in the decision for which he/she has the Conflict of Interest. Decisions related to that transaction or item of business shall be made solely by disinterested employees. In determining whether an employee shall be required to refrain from participation, the supervisor should consider all relevant facts and circumstances, including whether the contract price is fixed by law or whether the transaction will be entered into solely and exclusively on the basis of the competitive bidding process, in which case, an employee with a potential Conflict of Interest may still be allowed to participate in some parts of the process.

Board Approved: XX/XX/XXXX