

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 February 18, 2020 – 5:00 P.M.

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

- 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:
 - 2020 American Culinary Federation Competition Gold Medal for "Best in Show" award received by KCKCC High School Competition team. Presented by Dean Cheryl Runnebaum.

6. Communications:

- Resolution 2020 Mid-America Education Hall of Fame Awards & Scholarship event, Saturday, April 25, 2020
- Resolution Artist Talk and Reception for the "Silenced Narratives" exhibit, Tuesday, February 25, 2020.

7. Board Committee Reports

8. Consent Agenda:

- (Item A) Approval of Minutes of the January 21, 2019 Meeting
- (Item A1) Approval of Minutes of the January 21, 2019 Special Meeting
- (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 Mr. Jose "Manny" Paredes
- 10. President's Report Dr. Greg Mosier
- 11. Vice President Academic Affairs Report Dr. Beth Ann Krueger
 - Faculty presentation on educational analysis of Demi Lovato's national anthem at the Super Bowl and how it intersects with classroom instruction by Assistant Professor of Music, Dr. Justin Binek. Introduced by Dean of Arts, Communications and Humanities, Mr. Jerry Pope.
- 12. Vice President Student Affairs Report Dr. Delfina Wilson
 - Staff presentation on the new Blue's KC Food Pantry by Director of Counseling & Advocacy Center, Ms. Linda Warner.
- 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** None scheduled.
- 18. New Business:
 - Proposed FY 2021 Tuition and Fees. Presented by Dr. Beth Ann Krueger and Mr. Michael Beach.
 - Proposed FY 2021 Special Course Fees. Presented by Dr. Beth Ann Krueger and Mr. Michael Beach.
 - Signature of KCKCC Board of Trustee Confidentiality and Nondisclosure Obligations of Trustees Policy. Presented by Dr. Greg Mosier.
- 19. Executive Session(s) None scheduled.
- 21. Adjournment

Next Meeting of the Board of Trustees:

<u>Tuesday, March 17, 2020 - 5:00 p.m. – KCKCC Main Campus</u>



RESOLUTION

A RESOLUTION REGARDING THE CONSUMPTION OF ALCOHOLIC LIQUOR IN ACCORDANCE WITH K. S. A. 41-719 (d)

WHEREAS, Kansas Statute Annotated 41-719 (d) prohibits the consumption of alcoholic liquor on public property except where expressly permitted by law; and

WHEREAS, The Kansas City Kansas Community College (KCKCC) is authorized under Kansas law to exempt from the provisions of K. S. A. 41-719 (d) specified property which is under the control of the KCKCC Board of Trustees and which is not used for classroom instruction.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF KCKCC:

Section 1: KCKCC hereby exempts for Saturday, April 25, 2020 from 6:00-9:00 p.m., the KCKCC Thomas R. Burke Technical Education Center located at 6565 State Ave., Kansas City, Kansas, from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with 2020 Mid-America Hall of Fame Awards and Sponsorship Event.

PASSED AND APPROVED by the Board of Trustees of KCKCC in a meeting held on <u>February 18, 2020</u>.

BOARD OF TRUSTEES KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature	
	Board Chairperson
	Print Name: Dr. Ray Daniels
Attest	
	Secretary
	Print Name: Dr. Greg Mosier



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NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF KCKCC:

<u>Section1</u>: KCKCC hereby exempts for Tuesday, February 25, 2020 from 4:00-6:30 p.m., the KCKCC Art Gallery at Kansas City Kansas Community College, from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with the closing reception and artist talk for the art exhibition "Silenced Narratives" with Johnathan Adams (New Jersey/Tennessee), Kimberly Dummons (Tennessee), Samuel Dunson (Tennessee/Georgia), George C. Mayfield (Kansas), Masud Ashley Olfufank (Georgia), and Shai Perry (Kansas/Tennessee).

PASSED AND APPROVED by the Board of Trustees of KCKCC in a meeting held on <u>February 18, 2020</u>.

BOARD OF TRUSTEES KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature	
	Board Chairperson
	Print Name: Dr. Ray Daniels
Attest	
	Secretary
	Print Name: Dr. Greg Mosier



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



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KANSAS CITY KANSAS COMMUNITY COLLEGE Board of Trustees Meeting Minutes January 21, 2020 – 5:00 P.M.

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

- 1. **Call to Order:** Chairwoman Rosalyn Brown called the meeting to order at 5:00 p.m. The Pledge of Allegiance was led by Trustee Pat Brune.
- 2. **Roll Call:** Indicated the following present Trustees: Ash, Brown, Brune, Criswell, Daniels, McIntyre, Sutton. All present.
- 3. Approval of Agenda: Chair Brown called for a motion to accept the Agenda. Dr. Mosier asked for the addition of four items to the Agenda three additions to the Recognitions/Presentations and one addition to New Business regarding the six-month report on the Strategic Plan by Ms. Tami Bartunek. Trustee McIntyre made the motion to accept the agenda with the added items. Trustee Criswell seconded the motion. The Motion Carried.
- 4. Audience to Patrons and Petitioners: Chair Brown extended the opportunity for anyone wishing to address the Board and asked that each person honor the five-minute time limit. Hearing none, Chair Brown proceeded to the next agenda item.
- 5. **Recognitions/Presentations:** Chair Brown invited Dr. Mosier to begin with the recognitions. Dr, Mosier thanked Chair Brown and began with the acknowledgment of the passing of KCKCC Hall of Fame honoree, Bishop Ervin Sims, Jr. Dr. Mosier praised the dramatic impact on education and social factors for the community that Bishop Sims had during his life and wished his family condolences on behalf of the College.
 - Dr. Mosier continued with a presentation to the KCKCC Board of Trustees. He gave each trustee two lapel pins with KCKCC Trustee engraved around the KCKCC logo that they may wear in the community. The trustees thanked Dr. Mosier for the pins and shared that they would wear them with pride.
 - Lastly, Dr. Mosier extended sincere thanks to Chair Brown for her great impact on the College in service as Board Chair. He shared his gratitude for her leadership during his

first years as president and expressed that he looks forward to more years of working with her on the Board. Chair Brown thanked the Board members for the opportunity to serve as Chair. She expressed that it has been an honor and pleasure to serve with them and that she is excited for all there is to come. Chair Brown thanked the Board for allowing her to be a cheerleader for KCKCC.

6. **Board Appointments and Assignments for 2020 Calendar Year:** Dr. Mosier received the gavel from Chair Brown and opened the floor for nominations for a new Chairperson of the KCKCC Board of Trustees. Trustee Ash made a motion to nominate Trustee Dr. Ray Daniels to serve as Chairperson of the Board for the next two years. Trustee Criswell seconded the motion. **The Motion Carried.**

Chair Daniels and Trustee Brown switched seats to seal the transition of leadership of the KCKCC Board of Trustees. Trustee Daniels thanked everyone for their vote for him as chair and shared how he looks forward to serving over the next couple of years. He continued with a short story of how he and Trustee Ash encouraged Trustee Brown to run for chair as a new trustee. He expressed how she has led with grace, kindness, directness and professionalism and upheld a great reputation in the community. Chair Daniels shared that he was glad that Trustee Brown is still on the Board and hopes that she will be here for many years to come. He thanked her for all she accomplished as chair.

Chair Daniels opened the floor for nominations of Vice Chairperson of the KCKCC Board of Trustees. Trustee Sutton made a motion to nominate Trustee Evelyn Criswell to serve as Vice Chairperson of the Board. Trustee McIntyre seconded the motion. <u>The Motion Carried.</u>

Vice Chair Criswell shared that she was thrilled and honored to represent the Board as Vice Chair. She offered her support to Chair Daniels anytime he needed it.

Chair Daniels opened the floor for nominations of Secretary of the KCKCC Board of Trustees. Trustee Brown made a motion to nominate Dr. Greg Mosier to serve as Secretary. Trustee McIntyre seconded the motion. The Motion Carried.

Chair Daniels opened the floor for nominations of Treasurer of the KCKCC Board of Trustees. Trustee Sutton made a motion to nominate Mr. Michael Beach to serve as Treasurer. Trustee Criswell seconded the motion. The Motion Carried.

Chair Daniels called for a motion to have McAnany, Van Cleave, & Phillips Law Firm to

continue to represent KCKCC as the College law firm. Trustee McIntyre made the motion. Trustee Ash seconded the motion. The Motion Carried.

Chair Daniels called for a motion to have Mr. Peter Gabriel continue serving as Freedom of Information Officer for KCKCC. Trustee Sutton made the motion. Trustee McIntyre seconded. <u>The Motion Carried.</u>

Chair Daniels called for a motion to have the Wyandotte Echo continue to serve as the official paper for KCKCC. Trustee Sutton made the motion. Trustee Criswell seconded. <u>The Motion Carried.</u>

Chair Daniels asked that the list of Board Committee assignments be passed out to the Board. Chair Daniels thanked Vice Chair Criswell for agreeing to be the chairperson for

the Board Finance Committee, Trustee Sutton for agreeing to be the chairperson for the Board Policy Committee, and Trustee McIntyre for agreeing to continue as chairperson for the Board Community Engagement Committee. Trustee Sutton has agreed to replace Chair Daniels on the Executive Committee of the KCKCC Foundation, along with Trustee Brown. Chair Daniels will remain as College Senate representative from the Board. Trustee Ash has agreed to continue as KCKCC's representative and voting delegate with ACCT at both the state and national levels. Chair Daniels encouraged the Board Committee chairpersons to establish regular meeting times with their committees.

- 7. Communications: Chair Daniels recognized the resolution finalizing the refinancing of the college debt. Dr. Mosier read the resolution for the supplemental lease purchase agreement authorizing the refinancing of the College debt. As an overview, Dr. Mosier shared that the Series 2010-B certificate changes the average interest rate from 4.03% to 1.41% with a savings of over \$1 million dollars; the refinance of Series 2013 certificate changes the average interest rate from 3.85% to 2.41% for a savings of more than \$87,000 dollars; and the Series 2014 certificate 3.74% to 2.61% for a savings of more than \$72,000 dollars. All savings will be over the course of the payment period for each certificate for a total of more than \$1.2 million dollars. Dr. Mosier celebrated Mr. Beach for all his hard work and invited him to the podium to share any additional information with the Board. Mr. Beach invited Mr. Dustin Avey of Piper Jaffray to the podium and thanked him for his partnership in reducing the College debt. Mr. Avey commended Dr. Mosier on the explanation of the savings for the college. He shared that the interest rates are currently at all-time lows which made this a great time to refinance. He added that the College's credit rating is very strong score based on solid financial management and fiscal responsibility of the administration and the Board. The life of this debt was not extended, and the savings of \$1.2 million dollars will be over the remaining years of the loan. Chair Daniels asked for a motion to approve the resolution. Trustee Sutton made a motion to approve the resolution. Vice Chair Criswell seconded the motion. Motion Carried. The vote was unanimous.
- 8. **Board Committee Reports** For the Board Committee Reports, Chair Daniels shared that the Board Finance Committee met to review and approve the billings for the last month and to review the resolution that came forward. Trustee Ash shared that he, Trustee Sutton, Dr. Mosier, and a student representative, Ms. Nadia Vallecillo will be attending the ACCT National Leadership Summit on February 9th 12th, 2020 in Washington, D.C. He shared that KCKCC will be at the Capitol to tell our story and advocate for community college education with legislatives. Trustee Sutton shared that the Board Policy Committee did not meet this month, given the return from winter break. She thanked Ms. McGee for her hard work and shared that she expected that the committee would meet and have policies prepared for next month's Board meeting.
- 9. **Consent Agenda:** Chair Daniels invited Dr. Mosier to share the details of the amended Board meeting minutes for the December 17th Board of Trustees meeting. Dr. Mosier shared that the minutes were amended to clarify the wording regarding the Executive Sessions and an update to the Personnel Items Report, Item D of the Consent Agenda,

where the Automotive Faculty member's resignation was removed from the report due to it having been approved by the Board in December 2019. The changes were made in BoardEffect and updated on the College website. Chair Daniels called for a motion to accept the Consent Agenda. Vice Chair Criswell made the motion to accept the Consent Agenda with the corrections. Trustee Ash seconded the motion. The Motion Carried.

- 10. **Student Senate Report** No report this month. Chair Daniels shared that he is glad that all students are back on campus and back in classes.
- 11. **President's Report**: Chair Daniels called for the President's Report. Dr. Greg Mosier reported the following
 - First day of classes and the first Board meeting for 2020!
 - Spring Convocation occurred last week with great programming from the President's
 and Extended Cabinets. The College's Strategic Plan Update was shared as well as an
 update regarding HLC and the upcoming site visit. In fall, the KCKCC Supervisors'
 group, which consists of over 50 people, participated in sessions regarding creating a
 Culture of Excellence at KCKCC. The Supervisors' group worked to develop 10
 statements and the College discussed them during convocation with the aim of
 developing a final statement for the college.
 - Assessment Day was Tuesday where the faculty and deans worked on program review, classroom assessment techniques, rubrics and how to provide feedback in a flash and Watermark training, which is a new software assessment tool that the College is using.
 - Thursday was Faculty and Staff Professional Development Day where there were 5 pages of training sessions offered to the faculty and staff throughout the day.
 - Governor's Budget proposed recommendations is \$4.5 million dollars for 19 community colleges across the state for SB 155 and \$8.5 million dollars for FY 2021 with additional funding for tiered and non-tiered training.
 - Meeting with Sen. Lynn, chairperson of the Senate Commerce Committee, secured a date to present to the Commerce Committee on Feb. 6th regarding what KCKCC does and the impact the College has in the state of Kansas.
 - The ACCT National Legislative Summit is coming up, as mentioned by Trustee Ash.
 - KCKCC is co-hosting 2020 BizFest with Johnson County Community College on Feb. 12th – Feb. 14th. A video welcome address will be broadcasted at the BizFest Kick-Off Ceremony from the Capitol with Ms. Nadia Vallecillo.

Chair Daniels asked if there were any questions or comments regarding the President's Report. Hearing none, he called for a motion to accept the President's Report. Trustee Ash moved to accept the President's Report. Trustee Sutton seconded the motion. **The Motion Carried.**

- 12. Vice President Academic Affairs Report: Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Dr. Beth Ann Krueger reported the following
 - Extended a huge shout out to Ms. Kris Ball, who serves as co-chair for the HLC Committee. She has been very instrumental in getting the project to its current state.

The final draft of the HLC Argument is almost done as evidence continues to be added.

- On Monday, Jan. 13th, at the Spring Convocation, the HLC Committee hosted mock HLC sessions for all employees with great feedback and requests for more sessions like them. The College will be hosting several more mock HLC Review sessions leading up to the HLC visit date. Dr. Krueger thanked Dr. Wilson for her assistance and creativity in developing the sessions and their food paired topics. She also thanked the HLC leads and co-leads for facilitating the sessions. Sessions will be held at Main Campus and TEC and live streamed to Pioneer Campus.
- Shared the Osher Lifelong Learning Institute Catalogue with classes that are offered here at KCKCC.
- Invited Dean Cleon Wiggins to share with the Board about making lessons relatable for students. He introduced Professor Heidi English, Professor of Psychology, who facilitated a special project in her Honors Psychology class, Ms. English was joined by one of her Honors Psychology students, Ms. Elizabeth Grosko. Prof. English shared that she assigned to her students a Random Acts of Kindness project for extra credit. This project was inspired by a class entitled, "The Psychology of Well-Being," that Prof. English took where she studied the ways, means, and practices by which people become happier based on the book, "The How of Happiness," by Dr. Sonja Lyubomirsky. The students found, as they participated in the project, that they did feel better about themselves and actually wanted to do more. As the students shared with each other about their experiences, other students asked to participate in the project. As a result, the non-Honors Psychology classes were offered the Random Acts of Kindness project for extra credit as well. Prof. English shared a customized list of random acts of kindness to the Board members.

Vice Chair Criswell shared about the importance of teaching and facilitating experiences for students early in life. She shared that the future is human beings and that these sorts of projects are an important part of our community. She commended Prof. English for her efforts. Trustee Brown asked Ms. Grosko if completing random acts of kindness has become a habit. Ms. Grosko answered that it had, and she enjoyed doing things for others. She added that the project definitely encouraged a lot of students to get out of their comfort zones.

Chair Daniels asked if there were any additional questions or comments. Trustee Sutton commended the faculty and departments on all of the tremendous work that is occurring. She shared that this should be a great spring semester. Chair Daniels agreed. He asked for a motion to accept the Vice President of Academic Affairs report. Trustee Brown made a motion to accept the Vice President of Academic Affairs report. Trustee McIntyre seconded the motion. **The Motion Carried**

- 13. Vice President Student Affairs Report: Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Dr. Wilson reported the following
 - Great to see students back on campus. Students, Campus Police and other Student
 Activities volunteers were passing out coffee and donuts to student this morning as
 they arrived.
 - Class enrollments and changes will continue through the end of the week.
 - Last month, Pioneer Center hosted, "Breakfast with Santa," to support students in destressing during finals week. The event was well attended with more than 300 students, an increase of more than 50% in attendance compared to 2018.
 - Student Orientation Advisement Registration (SOAR) meetings. There were 82 students and 27 guests and incoming freshmen.
 - Hosted Campus Wonderland on Dec. 19th Toy Distribution event. About 80 of KCKCC's student received toys for their children.
 - "Finals Breakfast" offered at the Pioneer Center with about 100 attendees.
 - The first Holiday Party celebrated for the students attending Wyandotte High School location. There were approximately 25 students in attendance.
 - Veterans Center supported "Wreaths Across America" with 14 KCKCC volunteers who participated.
 - Student Health Center will host a Blood Drive on Jan. 29th at Pioneer Center and Main Campus and Jan. 30th at TEC.
 - In celebration of KCKCC student athletes, 58% of the student athletes earned a GPA of 3.0 or higher. On Wednesday, Feb. 5th the College will celebrate their success.
 - Thanked the HLC Committee for their support in facilitating over 20 mock sessions to help employees to feel more at ease regarding the HLC visit. Events that will be hosted for the students include Grocery Bingo with HLC questions and an HLC Jeopardy game. The KCKCC mission and vision will be posted along with many other efforts.

Chair Daniels asked about the sessions with the students. Dr. Wilson shared that the activities for the will be held as a forum and open to all students.

Trustee Sutton offered a kudos to TRIO for surpassing all their benchmarks and met and exceeded their goals.

Chair Daniels asked if there were any additional questions. Hearing none, she asked for a motion to accept the Vice President of Student Affairs report. Trustee McIntyre made a motion to accept the Vice President of Student Affairs report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

14. Vice President Strategic Initiatives & Outreach Report: Chair Daniels called for the Vice President of Strategic Initiatives & Outreach report. He mentioned there was a very nice ad in the E Edition in the KC Star. Ms. Tami Bartunek reported the following –

- The Marketing Department received an award letter from the National Council of Marketing and Public Relations announcing their placement as 1st, 2nd, or 3rd for the national competition for the 2019 Paragon Awards. KCKCC is the only college in Kansas to receive the award.
- Checked in with Board to ensure receipt of weekly update emails.
- Rep. Sharice Davids will be working a shift in the Student Success Center to assist students. This installment of her "Sharice's Shift" Program will occur on Friday, Jan. 24th at 9:30am.
- Shared a new KCKCC Billboard facing west as you drive east of I-70 toward the Legends.
- Continuing with Spanish broadcast ads on radio and digital media.
- Reported all social media metrics continue to tick up.
- Reported that the second highest viewed social media post in December was the articulation agreement signing with Donnelly College.

Ms. Bartunek asked the Board for any questions. Trustee Brown congratulated Ms. Bartunek for the great job that she is doing. Other Board members agreed. Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Vice President of Strategic Initiatives & Outreach report. Trustee Sutton made the motion to accept the Vice President of Strategic Initiatives & Outreach report. Trustee McIntyre seconded the motion. The Motion Carried.

Chair Daniels revisited Dr. Wilson's report to wish Dr. Terry safe journey during his deployment.

- 15. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer's report. Mr. Michael Beach reported the following
 - Budget Review was rolled out this year. Training meetings to come with deans and budget managers this week.
 - Regarding the refinancing of bonds, on Friday, January 10th the savings were \$1.1 million dollars; on Tuesday, January 11th, the actual savings o the refinance came in at \$1.2 million dollars over just a few days.
 - Shouted out to the Bookstore group, who are working diligently to reduce cost for the students in textbooks. This results in a reduction in revenues in the Bookstore, but it is intention for the benefit of the students to get text materials to them at a reduced cost.
 - Celebrated the Campus Police Department, with Jason Sievers serving as the Interim Chief along with the Assistant Chief responsibilities great officers here to help support.
 - Facilities crew doing phenomenal job with reduced staff.

• Financial statements in the report for Board's review; expense tracking well. KCKCC is doing a great job up to this point.

Mr. Beach asked for questions from the Board. Trustee Criswell asked about Mr. Sixta's report for solar energy with BPU submitted by the Sustainability Committee on campus. Mr. Beach shared that the project is being researched. Chair Daniels shared about the Electrical report that KCKCC's costs were less this past year. He shared that the College is doing a great job in keeping the energy costs down. Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Chief Financial Officer's report. Vice Chair Criswell made the motion to accept the Chief Financial Officer's report. Trustee McIntyre seconded the motion. **The Motion Carried.**

- 16. **Chief Human Resources Officer Report:** Chair Daniels called for the Chief Human Resources Officer's report. Ms. Christina McGee reported the following
 - As of last week, Human Resources (HR) and Payroll have implemented an Overtime and Holiday Reporting Form for a more informative and consistent means of reporting overtime worked and time worked during holidays. This is a temporary measure that will be replaced by an electronical process soon.
 - New employee Follow-Up items has experienced a dip and HR will monitor closely the report for further action.
 - Report on Employee Turnover Rates also included in the report. Based on CUPA_HR, KCKCC is doing well with turnover rate based on the national standards in comparison to other colleges.

Ms. McGee invited the Board to ask any questions about the report. Vice Chair Criswell asked if rehires were counted as new hires in the report. Ms. McGee replied that they were.

Chair Daniels asked what is done with data that is shared with Board. Some items are being shared with supervisors and as a means of additional and training for supervisors.

Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Chief Human Resources Officer's report. Trustee Sutton made the motion to accept the Chief Human Resources Officer's report. Trustee McIntyre seconded the motion. **The Motion Carried.**

- 17. **Chief Information Officer Report:** Chair Daniels called for the Chief Information Officer's report. Mr. Peter Gabriel reported the following
 - Extended thanks to Mr. Randy Royer, Director of Media Services, for stepping in to make IT Report on December.
 - Changed licensing with Microsoft to increase information security on campus just before winter break.
 - IT is moving most software into the Microsoft system.
 - Multifactor authentication will be activated in the summer 2020. Documentation and testing are currently occurring in IT.

Mr. Gabriel asked the Board for any questions. Chair Daniels asked if the multifactor authentication will apply for the Board. Mr. Gabriel answered yes.

Dr. Mosier shared his great gratitude for the efforts and short turnaround time for the increased security measures by IT.

Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Chief Information Officer's report. Trustee Ash moved to accept the Chief Information Officer's report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

18. **Unfinished Business:** Chair Daniels acknowledged that there were no items for Unfinished Business. The Board continued to the next item on the agenda.

19. New Business:

- Chair Daniels invited each Board member to sign the KCKCC Board of Trustee Ethical Conduct Policy, which is an annual, standard practice for the Trustees in acknowledgement of the expectation of ethical conduct while in service on the Board. Each Trustee will sign and give the form to Risala before leaving this evening. The signed documents will be kept on file.
- The Board will sign the KCKCC Board of Trustees Confidential and Nondisclosure Agreement at the February Board meeting. The document can be found in the KCKCC Board of Trustees Handbook in Appendix A. Risala will send the document via email for review in preparation for next month. Trustee McIntyre asked if the author of the KCKCC Board of Trustee Ethical Conduct Policy needs to be listed. Attorney Goheen shared that the document has been reviewed and has evolved over time to meet the needs of the College.
- Chair Daniels invited Ms. Tami Bartunek to provide the 2020 Strategic Plan Update. Ms. Bartunek shared a PowerPoint and shared an updated booklet with the Board. She shared the 4 strategic priorities; they are color-coded with a status update labeled by an S. The Board reviewed with Ms. Bartunek a few highlights from the report. Ms. Bartunek thanked the KCKCC Print Shop for their support. The report will be added to the website soon. Dr. Mosier shared appreciation for the hard work involved in creating report.

20. Executive Session(s):

1. Chair Daniels called for a motion for the Board and the College Attorney to enter Executive Session for a period of 15 minutes to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships with possible action to follow in open session. The Board Treasurer, Mr. Michael Beach joined the session. Vice Chair Criswell made the motion to enter Executive Session. Trustee McIntyre seconded the motion. **The Motion Carried**.

- The first Executive Session began at 6:43 p.m. and ended at 6:58 p.m. At 6:58 p.m., Chair Daniels called the open session to order. He shared that there would be no action to follow the Executive Session. Mr. Beach was excused from the meeting.
- 2. Chair Daniels called for a motion for the Board and the College Attorney to enter Executive Session for a period of 3 minutes to discuss personnel matters of nonelected personnel with possible action to follow in open session. Trustee Ash made the motion to enter Executive Session. Trustee Brown seconded the motion.

The Motion Carried.

The second Executive Session began at 6:59 p.m. and ended at 7:02 p.m. At 7:03 p.m., the Board returned to the Upper Jewell meeting area to resume the meeting. Chair Daniels called the open session to order at 7:09 p.m.

21. **Adjournment:** Chair Daniels called for a motion to adjourn. Trustee Brune made a motion to adjourn the meeting. Vice Chair Criswell seconded the motion. **The Motion Carried.**

The meeting of the Board of Trustees adjourned at 7:12 p.m.

ATTEST:	
	Chairperson, Dr. Ray Daniels
	Secretary, Dr. Greg Mosier

Kansas City Kansas Community College

Board of Trustees Special Board Meeting Minutes

January 21, 2020

CONSENT AGENDA – Item A1 Meeting Minutes

The Board of Trustees met on Tuesday, January 21, 2020 in the Executive Board Room at Kansas City Kansas Community College - Main Campus.

Members Present: Ms. Rosalyn Brown, Dr. Ray Daniels, Mr. Don Ash, Ms. Evelyn Criswell, Ms. Linda

Hoskins Sutton, Dr. Janice McIntyre, Ms. Pat Brune

The meeting was called to order at 4:17p.m. by Board Chair, Ms. Rosalyn Brown to discuss personnel matters of nonelected personnel.

Dr. Mosier shared the Adjunct Senate's letter of gratitude to the KCKCC Administration and Board of Trustees for the raise granted to the adjunct instructors.

Dr. Mosier noted the Spring 2020 evaluation per the President's contract, is to be completed by the 60th semester school day; March 23rd. He inquired about the timeline for his evaluation so that it may be completed by this date. The evaluation tool is in the Board handbook. Trustee Daniels will draft a timeline for the Board. Additionally, the President's evaluation tool may need to be re-evaluated as referenced in Dr. Mosier's contract. A few special meetings may be in order as well as the support of an external advisor. Next year, the president's evaluation is February 15th, 2021.

Dr. Mosier shared the high-level findings for the 2014-2064 Kansas populations predictions by K-State. The report shows a projected decline in college-age students over the twenty-year period. Dr. Mosier highlighted the following – growth of 25% population across the state; most of the growth is in the metro areas – Kansas City, Wichita, Topeka. All metro areas in Kansas are projected to grow. KCK Metro is expected to gain 40% growth. Population projections should influence the programs offered at KCKCC. Wyandotte County can expect growth in the traditional college-age students for the next 30 years. In Leavenworth County, growth is expected to be solid over the 50-year period. Student Housing will give KCKCC an edge with a place to house students as people in rural areas across the state migrate to KCK metro. Trustee Daniels asked about similar types of numbers for the high schools. Trustee Criswell asked about the models from the last 50 years to see the trends.

Dr. Mosier shared a recap of the Governor's Budget for higher education. The budget promises continued support for higher education to include FY2021 –\$8.5 million dollars and designated dollars to assist with the funding gap. The governor is very supportive. KBOR has acknowledge that cost models currently in place do not reflect total costs; it's about 45% of total cost of classes. KCKCC is seeking to reduce the funding gap.

Dr. Mosier shared an HLC Update – Assurance Argument is in progress. There is still some work on Items 3 and 4 on the quality of instruction going out to students and the assessment data coming in. The due date is Feb. 3rd. Dr. Daniels reminded the Board of some questions that may be asked during the HLC visit. Trustee Sutton asked if the Board needs to be present. Dr. Mosier shared that 2-weeks prior to the visit, the HLC Review team will share a schedule of whom they will be meeting with. The schedule will be shared with the Board and college community.

Trustee Sutton inquired about interim pay for Sgt. Jason Sievers as Interim Chief of Police. Dr. Mosier shared that Interim Chief Sievers is being compensated for the role.

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

TTEST:	
	Chairperson, Rosalyn Brown
	Secretary, Dr. Greg Mosier

The meeting adjourned at 4:49 p.m.



Recommendations for Payment

CONSENT AGENDA – Item B February 18, 2020

- 1) Approval in the amount of \$30,608.00 to Ellucian Inc for eCRM Premium Licensing. Requested by Peter Gabriel.
- 2) Approval in the amount of <u>\$54,059.41</u> to Macmillan Holdings LLC for textbooks. Requested by Michael Beach.
- 3) Approval in the amount of \$25,862.00 to C & C Group for network controller for TEC locations. Requested by Michael Beach.
- 4) Approval in the amount of \$34,718.00 to Martz Bros. for snow removal for all locations except Pioneer Center (1/10, 1/11, 1/12, 1/13). Requested by Michael Beach.
- 5) Approval in the amount of <u>\$271,579.00</u> to Kansas City Mechanical, Inc. for Main Campus Humanities Building HVAC Remodel. Requested by Michael Beach.

January bills totaling \$2,359,888.97 includes December VISA bills of \$179,409.13.

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Items for Ratification

<u>CONSENT AGENDA – ITEM C</u> February 18, 2020

- 1. **\$10,252.50** to **Kansas-Oklahoma Machine Tools, Inc.** for Welding Tech. Requested by Ms. Donna Shawn (Grant Funded).
- 2. \$10,862.00 to Full Compass Systems Ltd. for media equipment. Requested by Mr. Peter Gabriel.
- 3. \$10,966.00 to Steel City Media for Spring 2020 enrollment ads. Requested by Ms. Tami Bartunek.
- 4. \$10,395.00 to Studio R LLC for KCKCC branded vehicle wraps. Requested by Ms. Tami Bartunek.
- 5. \$13,910.00 to KJCCC for umpire fees for athletic games. Requested by Dr. Delfina Wilson.
- 6. **\$12,647.51** to **City Wide Maintenance** for TEC-1 janitorial services for January 2020. Requested by Mr. Michael Beach.
- 7. **\$10,745.00** to **City Wide Maintenance** for flooring services at TEC locations. Requested by Mr. Michael Beach.
- 8. \$20,519.52 to Dell Marketing LP for computer hardware. Requested by Mr. Peter Gabriel.

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HUMAN RESOURCES - PERSONNEL ITEMS

<u>CONSENT AGENDA – Item D</u> February 18, 2020

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
Resignation	Gormly, Eric	Veterans Certifying Specialist II	Military and Veteran Center	Student Affairs	01/24/2020
Resignation	Heller, Jennifer	PT Adult Education Instructor	Adult and Continuing / Community Education	Academic Affairs	01/30/2020
Resignation	Marsch, Bryan	Custodian I	Facility Services	Financial & Facility Services	02/17/2020
Resignation	McCune, Shannon	PT Professional Math Tutor	Library and Learning Services	Academic Affairs	02/13/2020
Resignation	McGinnis, Alex	PT Lab Assistant	Emergency Medical Education	Academic Affairs	03/29/2019
Resignation	Trischler, Margaret	Administrative Assistant I	Military and Veteran Center	Student Affairs	02/14/2020

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE	SALARY
Additional Position	Blumenthal, Jay	Adjunct- Mathematics	Mathematics	Academic Affairs	02/03/2020	\$833 per credit hour
Additional Position	Cleland, Dale	Adjunct- Physics	Physics	Academic Affairs	02/03/2020	\$833 per credit hour
Additional Position	Hutter, Terry	Adjunct- Physics	Physics	Academic Affairs	02/03/2020	\$833 per credit hour
Additional Position	Jackson, Travis	Adjunct- Welding Technology	Welding	Academic Affairs	01/21/2020	\$833 per credit hour

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Additional Position	Patel, Vishal	Adjunct- Biology	Biology	Academic Affairs	02/03/2020	\$833 per credit hour
Additional Position	Schoof, Timothy	Adjunct- Physics	Physics	Academic Affairs	02/03/2020	\$833 per credit hour
New Hire	Appollis, Judith	PT Student Success Advisor	Enrollment Management	Student Affairs	02/10/2020	\$25 per hour
New Hire	Black, Logan	PT Temp-Guest Actor	Theater	Academic Affairs	02/10/2020	\$437 per week
New Hire	Canday, Dara	FT-Client Accounts Specialist I	Career & Technical Education	Academic Affairs	2/17/2020	\$40,800 annually
New Hire	Cordill, Brian	PT Tool Toom Attendant	Automotive Tech	Academic Affairs	02/05/2020	\$11.80 per hour
New Hire	Daniels, Adrian	Specialist I- Maintenance	Facility Services	Financial and Facility Services	02/12/2020	\$36,000 annually
New Hire	DeVasure, Kelsey	Adjunct- Speech	Speech	Academic Affairs	1/24/2020	\$833 per credit hour
New Hire	Gibbens, Denzel	Adjunct- Construction Technology	Construction Tech	Academic Affairs	1/27/2020	\$833 per credit hour
New Hire	Kobialka, Thomas	Specialist I- Maintenance	Facility Services	Financial and Facility Services	01/21/2020	\$36,000 annually
New Hire	McVey Westphal, Valley	Adjunct- Welding Technology	Welding	Academic Affairs	02/07/2020	\$833 per credit hour
New Hire	Paul, DeMarkus	Adjunct- HVAC	Heating & Refrigeration	Academic Affairs	1/27/2020	\$833 per credit hour
New Hire	Robinson, David	PT- Continuing Education Instructor- Geospatial Planning	Adult and Continuing / Community Education	Academic Affairs	02/06/2020	\$46.27 per hour
New Hire	Tousey, Cleora	FT- Criminal Justice Instructor – Program Coordinator	Criminal Justice	Academic Affairs	2/10/2020	\$68,450.08 annually

Academic Support and Assessment – Dean Cecelia Brewer

Dean Cecelia Brewer and Ms. Amanda Williams, Dir. of the Learning Commons, were accepted into the AACC John Roueche Future Leaders Institute held January 20-22, 2020 in Amelia Island, FL. The purpose of the institute is to expose emerging community college leaders to the vision, values, and philosophy of 2-year colleges. See photo below.



Ms. Williams and Dean Brewer

For another year, KCKCC's Phi Theta Kappa chapter received recognition as part of PTK's REACH Rewards program, which celebrates and reward chapters that excel in membership growth. KCKCC chapter will be rewarded with free graduation stoles for members.

The Spring 2020 Assessment Day was held on January 14th, with approximately 150 faculty and professional staff participating. Attendees were provided with: general updates on assessment efforts across campus, opportunities to learn more about program review, best practices in creating surveys, shared classroom assessment techniques and how to incorporate rubrics, and discussed general education updates. In addition, program coordinators, lead faculty members, and academic deans attended working sessions on the new Taskstream by Watermark, an assessment management system.

Center for Teaching Excellence (CTE) and Learning Spaces Task Force Update
The attached Appendix shows a sampling of student and faculty survey results from the recently renovated Learning Spaces classrooms (Main Campus, rooms 3201-3206). The complete survey results for both the students and the faculty responses are available upon request from the Center for Teaching Excellence.

The Task Force recommended that Phase 2 construction occur this summer in the Humanities hallway (2101-2105). After a discussion in Extended Cabinet, it was determined that the HVAC system requires updating in an entire row of classrooms (expanded to 2101-2110).

The Center for Teaching Excellence (CTE) was involved in planning the Convocation Week/Welcome Week professional development sessions on a variety of topics.

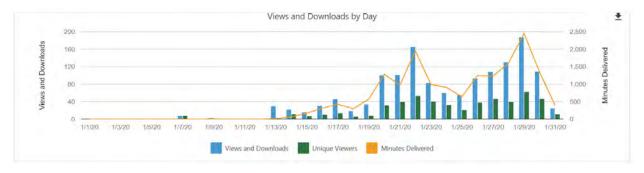
Online Education Services (OES)

Online Education Services Staff participated in 7 group trainings sessions during SOAR and Convocation Week.

Mr. Shaun Pate, Instructional Designer, has been working with faculty on 3 content creation/instructional design projects.

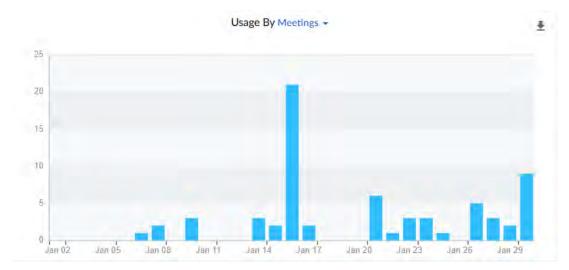
OES started the process to move Blackboard from Managed Hosted to Software as a Service. This will result in 4 days downtime at the end of May 2020 (after courses end).

Panopto software usage continues to grow rapidly. Although a short month (January) the usage remains at a higher rate than last year (see graph, below). For example, the peak day was January 29, 2020 and peak minutes of video delivered on that same day was 2448.3 minutes (orange line). The peak number of videos downloaded was 187 videos (blue bar).



Panopto Views and Downloads by day for the month of January (January 31, 2020 0930 hours).

Usage of Zoom, the college's webinar system, has also been positive (see graph below). For the month of January, there were 67 meetings, with 126 participants. This resulted in 2,486 minutes of meeting time thus far.



Zoom meetings by day for January 2020.

Arts, Communication and Humanities – Dean Jerry Pope

Mr. Kyle Gross, a student of Mr. Gregory Byard, Instructor and Coordinator of Art, constructed a movable Raku kiln (pictured below) for the Art Department, under the tutelage of Professor Byard. Interestingly, Raku is an "atmospheric" firing process, dating hundreds of years back to Asia; especially in Japan. It is called "atmospheric" because the environment changes in the kiln from an oxidation (complete combustion) to a reduction atmosphere which in turn alters the surface decoration of both the ceramic pottery and sculpture. The process requires the transferring of warm ceramics/sculptures from the propane-fueled kiln to "reduction containers" (metal trash cans) filled with recycled newspaper shreds. The projects/assignments ignite the newspaper (could be sawdust, magazines, etc.) to create an incomplete combustion called "reduction." The metal cans are capped to contain the reaction, which yields a chemical change in the glazed surfaces: metallic, multicolored interfaces, resembling a "Mother of Pearl" and/or pearlescent/iridescent accent.



The new Raku kiln

On January 17 and 18 Dr. Justin Binek, Associate Professor of Music, and Mr. John Stafford, Associate Professor of Music, were jazz clinicians at the Waukee High School "Star Struck" Jazz Festival in Waukee, IA.

On January 25, St. Louis-based composer and conductor Michael Engelhardt conducted a clinic with The Standard Vocal Jazz Ensemble, KCKCC's top vocal jazz group.

In celebration of Black History Month, KCKCC's Chamber Choir will perform with the Kansas City Women's Chorus in a joint program titled "Equity & Justice Concert." The concert will be held on Saturday, February 29, at 7:00 pm at St. James United Methodist Church in Kansas City, MO (5540 Wayne Ave). For more details and ticket information, please visit the KC Women's Chorus website at: https://www.kcwomenschorus.org/concerts/.

Professor Stafford will conduct a clinic at the college for the Armstrong High School Concert Choir on February 29. The choir is traveling from the Minneapolis area as part of Gateway Music Festivals & Tours.

The Standard Vocal Jazz Ensemble was chosen for a "Selected Performance" appearance at the KMEA (Kansas Music Educators Association) In-Service Workshop in Wichita, Ks. The performance will be at 2:45 pm on February 27 in the Mary Jane Theater at the Century II

Convention Center. For a complete list of selected groups, please visit https://ksmea.org/perf/selected-groups/.

Former KCKCC vocal student, Trevor Thoelke, will perform in the upcoming Barn Players' production of "Titanic." The show runs from February 13 – 23 in the Arts Asylum at 1000 E. 9th Street, Kansas City, MO.

Dr. Ian Corbett, Professor and Program Coordinator of Audio Engineering, presented at the 2020 NAMM Show (National Association of Music Merchants) as part of the Audio Engineering Society Academy program on an audio education panel, on Jan 19, 2020. Dr. Corbett also gave a workshop at the University of Indianapolis, "Live Sound for Jazz," on January 25. Finally, his immersive audio electronic composition," Tesseraction," was performed at the 2020 Elektronik Musik Fest at Butler University in Indianapolis on January 26.

Mr. James (Jim) Mair, Professor of Music, will be appearing as adjudicator and clinician throughout the region in February.

- SWMMEA (Southwest Missouri Music Educators Association) District Honor Jazz Band in Joplin, MO, on January 31 and February 1.
- Missouri Western University Jazz Festival in St. Joseph, MO, on February 13.
- Carl Junction, MO, Jazz Festival on February 14.
- Springfield, MO, Jazz Festival on February 15.
- Northwest Missouri State University Jazz Festival in Maryville, MO, on February 21.
- University of Central Missouri Jazz Festival in Warrensburg, MO, on February 22.

Dr. Justin Binek, assisted by KCKCC students Noah Haskin and Sam Sigourney and Blue Valley Southwest HS student Maddie Huwe, presented Dr. Binek's session "Vocal Improvisation: It's a Matter of Style" to an overflow audience at the 2020 Jazz Education Network (JEN) conference in New Orleans (pictured below). Dr. Binek and the students led the room through a variety of jazz improvisation exercises, receiving wildly positive feedback on the presentation. Dr. Binek's presentation handouts and PowerPoint, along with a few videos from the clinic, can be accessed at https://drive.google.com/drive/folders/1czc2acucAGcgWpniEpDro2jTSltfHakX?fbclid=IwAR200YzX90a4uyzVOR8ML--cErMtSpi6jXAESBsv jRcqaBtKmOBQDKN yQ.



Dr. Binek's session at the 2020 JEN Conference

In January, the KCKCC Theatre Department received three Significant Achievement Awards at the Kennedy Center American College Theatre Festival in Sioux Falls, SD.

- KCKCC student Ms. Julia Hartner in Directing for "No Exit;"
- KCKCC contractor Mr. Kris Kirkwood in Projection Design for "Into the Woods;"
- The cast of "No Exit" in Ensemble Work.

Mr. Gary Mosby, Assistant Professor and Theatre Coordinator, participated in the Kansas Thespian Conference on January 8-10 in Wichita, KS.

Ms. Sarah LaBarr, Adjunct Professor of Music, is singing in Quality Hill Playhouse's production of "Cabaret Swings!" Show details are available at http://qualityhillplayhouse.com/shows/cabaret-swings/.

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

Professor Angela Consani and the Biomanufacturing program hosted students from Argentine Middle School on Friday January 31st. Students in the Biomanufacturing program taught the students how to use micropipettes. The Argentine students will return February 7, 21, and 28th for further labs. See photos, below.





Biology Adjunct Professor Dr. Ishfaq Ahmed had two articles published as cited below. **Ahmed, I.**, Roy, B. C., Jakulla, L. U. M. R., 1, Subramaniam, D., Dandawate, P., Anant, S., Sampath, V., and Umar, S., Infection-induced signals generated at the plasma membrane epigenetically regulate Wnt signaling *in vitro* and *in vivo*. *J. Biol. Chem.* (2020). 295 (4), pp. 1021-1035.

Omede, F., Zhang, S., Johnson, C., Daniel, E., Zhang, Y., Fields, T. A., Boulanger, J., Liu, S., **Ahmed, I.**, Umar, S., Wallace, D. P., and Stubbs, J. R. (2020). Dietary phosphate restriction attenuates polycystic kidney disease in mice. *American Journal of Physiology A Journal for Kidney, Bladder, and Urogenital Research*, 318(1), pp. F35-F42.

Biology Adjunct Professor Dr. Melissa Gentzler attended a January 30th meeting at the Kansas City Zoo hosted by the KC STEM Alliance. The meeting focused on the upcoming Remake Learning Days Festival, a regional hands-on festival for the future of work and learning. This festival will be coming to Kansas City for the first time! The festival will be hosted throughout the Kansas City area from May 1-11, 2020. The KCKCC Science Department is planning an event for the festival.

Math Adjunct Professor Hershel Martin and Dr. Edward Kremer, Dean of Math, Science and Business Technology, attended the Academic Success Night celebrating the academic achievements of student athletes on February 5.

The Saturday Academy will hold a Family/Community Breakfast and Demonstration Day on Saturday February 8th from 9:00 AM-11:30 AM.

Administrative Office Profession Professor Kris Ball, Co-Chair of the HLC Steering Committee, helped prepare the schedule for Mock HLC Visit Sessions, and is leading sessions on Spudtacular, Data Usage! February 12th and Let's Get Cheesy! HLC Visit, All About It February 28th. She was also instrumental in assisting with final preparations of the Assurance Argument. Thank you Professor Ball!

Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

Professor of Economics, Dr. Andres Cantillo, gave a presentation to the International Confederation of Associations for Pluralism in Economics (ICAPE) in San Diego, California. The title of Dr. Cantillo's presentation was "The Financial Structure Implicit in the Sraffa Pasinetti Framework." -Pasinetti Framework." The conference was sponsored by the Allied Social Sciences Association Social Sciences Association (see photo, below).



Dr. Cantillo presents at ICAPE

Emily Morrow, Professor of Sociology, attended the Sociologists for Women in Society Winter Meeting in San Diego, California, January 30th and 31st. The conference offered workshops on improving the pedagogy of instructors in regards to gender/sex and race/ethnicity and diversity. Professor Morrow facilitated one of the workshops at the conference.

Dean Cleon Wiggins attended an Early Childhood Education Discussion hosted by U.S. Representative Sharice Davids. The roundtable was held at the Children's Campus of Kansas City. The discussion focused on ways to expand access to early childhood education programs for children throughout the county and the state. Other items of discussion included how to increase the number of childcare providers, raise the pay for childcare providers, and increase recognition for the childcare provider profession.

The Intercultural Center, in collaboration with the Women and Gender Advocacy Services, and the Counseling & Advocacy Center, sponsored the presentation "Men and Women: Together We Can End Sexual Violence," presented by Professor Jeff Bucholtz, Director of "We End Violence Communications" at San Diego State University. The presentations where held on Thursday, February 6th at 9:30 am and at 11:00 am in Lower Jewell, Main Campus.

Career and Technical Education – Dean Chef Cheryl Runnebaum

The KCKCC-TEC Culinary Arts team won a Gold medal and Best of Show at the ACF High School Culinary Arts Competition on February 7th. Coached by Chef Justin Mitchell, with help from the other Chef's in the Culinary Arts program. The team competed against 14 other high school teams from Kansas and Missouri. High School Competitors were: Ms. Nataly Duran, Ms. Bao Yang, Mr. Axuni Ontiveros, Ms. Liliana Delcarmen Rodriguez and Team Manager Ms. Tatyana Shores. This team showed what hard work, dedication, and passion can achieve!!!

Dr. Alicia Hooks, Director of Technology and Workforce, earned her Doctorate of Business Administration from Walden University in January. This is her second doctoral degree.

The KCKCC-TEC Culinary Arts Program will host the local American Culinary Federation (ACF) Kansas City Chefs Association's on March 10th meeting at TEC that will also highlight the TEC program.

The KCKCC-TEC Culinary Arts Program will cater the menu for the upcoming Mid America Education Hall of Fame Awards and Scholarship Event being held at TEC on April 25. Culinary seniors will be featuring canapé & hors d'oeuvres at the event.

The KCKCC-TEC Culinary Arts Program will hold tryouts February 25 among students to determine who will represent the program in the high school and postsecondary Kansas SkillsUSA Championships in April.

Mrs. Melissa Mahan, Computer Support Specialist Lab Assistant/CIST Adjunct, received a Cisco Information Technology (IT) Essentials Instructor certification, which allows her to help students train for an entry level IT position, improve their troubleshooting skills and prepare them for the CompTIA A+ Certification exam. Mrs. Mahan completed her training in December 2019 and received her certification in January 2020.

The student/parent orientation for the 2020 KC BizFest entrepreneurship event was held on Saturday, January 25 at KCKCC-TEC. Dr. Greg Mosier, KCKCC President, greeted and welcomed students and parents. Mr. Brian Patrick, Assistant Director of Cultural Outreach, Ms. Barbara Clark-Evans, Director of the Intercultural Center, and Mr. Marquis Harris, Intercultural Center Coordinator, are members of the selection committee for the 2020 KC BizFest. Of the 120 students selected; 57 students were from USD 500. Students from the Fairfax Learning Center will participate for the first time. Students from Turner High School and Bishop Ward High School will also participate. The 2020 KC BizFest will be co-hosted by KCKCC and JCCC on February 12-15.

Continuing education staff are working closely with the local children's group "The Learning Club" to build and develop quality programming for Kids on Campus. Other local businesses and USD 500 are also working on the programming.

Continuing education staff continues to work with University of Kansas Health System (UKHS) to develop a program to train its employees in Central Processing.

The KCKCC General Education Development (GED) program has added an afternoon class on Main Campus as a pilot program. There are seven students currently enrolled in that session, which is a positive start. As a result, main campus afternoon GED sessions will be scheduled for Fall 2020.

KCKCC GED students took 12 section tests of the GED, ten of which were passed, in the month of January. This is a significant achievement for the students and the program.

On January 7, Dr. Alicia Hooks, Director of Technology and Workforce, met with Network Kansas to establish Ice House Training at the college for the month of April funded by Network Kansas. The Ice House Entrepreneurship Program is designed to inspire and engage aspiring entrepreneurs, existing small business owners, or economic developers in entrepreneurial thought and process. The course will be offered to the public for four consecutive sessions on Tuesday and Thursday evenings during the entire month of April.

On January 7, Mr. Marshall Dominguez, Business and Industry Services Coordinator, met with the Kansas State School for the Blind to identify how career and technical education can offer greater opportunities to those who are blind or visually impaired. This has been named Project Promise and included in these discussions are Mr. Robert Beach, Assistive Technology Specialist for Academic Resources, Donna Shawn, Director at KCKCC-TEC, and Dr. Alicia Hooks, Director of Technology and Workforce.

On January 13, Ms. Marcelyn Humphery, Administrative Assistant, and Dr. Alicia Hooks, Director of Technology and Workforce, set up a booth promoting the entrepreneurial gap funding at Bethany Community Center with a brief presentation to more than 100 attendees.

On January 14, Dr. Alicia Hooks, Director of Technology and Workforce, attended the Envision Homes Board meeting to discuss new housing projects for those with mental health challenges and the need for a plan to establish financial independence.

On January 14, Dr. Alicia Hooks, Director of Technology and Workforce, and Ms. Marcelyn Humphery, Administrative Assistant, met with Network Kansas and were informed of the increase in gap funding for entrepreneurs and business owners. Previously the funding was capped at \$35,000. The increase allows up to \$45,000 for gap funding awards for entrepreneurs.

On January 21, Dr. Alicia Hooks, Director of Technology and Workforce, and Mr. Marshall Dominguez, Business and Industry Services Coordinator, met in Topeka with representatives of Kansas Department of Aging and Disability Services (KDADS) to begin planning career and technical education workforce options for those individuals with disabilities.

On January 22, Dr. Alicia Hooks, Director of Technology and Workforce, attended the board meeting of the RideKC Development Corporation. Among the discussions was the potential for a transportation program to support a workforce initiative for those with disabilities.

Mr. Marshall Dominguez, Business and Industry Services Coordinator; Dean Cheryl Runnebaum; and Charles Knapp Coordinator of Business and Industry; represented the college at the Mid-America Workforce Summit in Topeka January 23-24th.

On January 24, Mr. Marshall Dominguez, Business and Industry Services Coordinator, attended the Leavenworth County Development Corporation's annual meeting.

On January 30, Dr. Alicia Hooks, Director of Technology and Workforce, attended the Minority Business Coalition meeting representing the college for inclusivity of supporting diverse businesses.

On February 6th, TEC hosted a part-time job fair. There was a great turnout of employers and students seeking part time positions while obtaining their education (see two photos, below). Employers included: UPS, Fed Ex, Hollywood Casino, Providence Medical Center, Advent Health, Great Wolfe Lodge, Nebraska Furniture Mart, Chick-fil-A, and US Census.





Health Professions - Dean Dr. Tiffany Bohm

Mr. Todd Miles, Fire Science coordinator, and Chief James Zeeb, KCK Fire Department and KCKCC adjunct, hosted planning meetings for the first Firefighter Safety & Survival Conference in the Kansas City, Kansas area.

Dr. Tiffany Bohm, Mr. Todd Miles, and Mr. Jeff Smith (Director of Emergency Medical Education), Dr. Mosier, and Dr. Krueger attended a meeting with members of the KCK Fire Department to discuss a federal grant that could be used to build a joint training facility for the Unified Government and KCKCC.

Students in the Practical Nursing program began utilizing technologies in the renovated simulation lab this semester. For example, students are using the Electronic Health Record in KSPN 0115 to more closely simulate medication administration.

This nursing programs partnered with the Counseling and Advocacy Center to offer Mental Health First Aid certification to students. Beginning next semester, this will be incorporated into the new curriculum for all nursing students.

Mrs. Amanda Bergman, Simulation Specialist II, started in December 2019 and has already made a positive impact on the lab. She has established and implemented processes for organizing inventory and is participating in a variety of trainings related to the new technology.

Dr. Tiffany Bohm (Dean of Health Professions), Mrs. Susan Andersen (Director of Nursing Education), Mrs. Kathy Eblen (Assistant Director of Nursing Education), and Mrs. Tricia Schwind (Nursing faculty) were selected to present a poster at the 2020 ACEN Nursing Education Conference. The title of the poster is "Mentors to the Rescue: A Phase One Intervention in an Associate Degree's Plan for Program Improvement".

Congratulations to the Fall 2019 graduates and the faculty and staff who support them!

- Medical Assistant graduates have a 100% first-time pass rate
- Physical Therapist Assistant graduates have a 100% first-time pass rate
- Respiratory Therapy graduates have 100% employment rate. Of the nine graduates, eight have taken and passed their boards.

Appendix 1 – SAMPLES OF RESPONSES TO SURVEY ABOUT THE NEW LEARNING SPACES CLASSROOMS

STUDENT SURVEY

A student survey was created to collect feedback about the new Active Learning Classrooms (recently remodeled rooms 3201-3206). There were 53 students who completed the survey. Results will be compiled and shared with the Task Force and Extended Cabinet. This student feedback will be used to inform decisions regarding these rooms, as well as the phase 2 Learning Spaces project. The Learning Spaces Task Force will review the results at their February meeting.

Excerpts from the student survey:

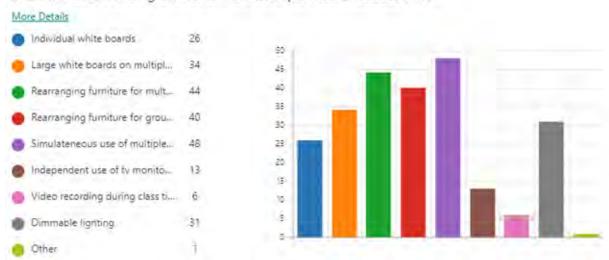
How did the Active Learning Classroom impact your educational experience?

More Details

53 Responses



Which of the following elements were incorporated into class time?



<u>Text for Items (in order) not fully displayed:</u>

Large white board on multiple walls; Rearranging furniture for multiple uses; Rearranging furniture for group work; Simultaneous use of multiple monitors; Independent use of TV monitors Video recording during class time

<u>Question</u>: What did you like MOST about the Active Learning Classrooms? This includes the furniture, technology, and physical "look" of the space.

Sample of Responses (NOTE: Student responses are not edited for grammar or spelling, as there is no way to check what they actually meant):

- 1. This was an amazing space for a class room. I like the idea of having multiple class mates and communicating with each other.
- 2. I liked how there were multiple TVs around the room, I liked it beacuase I never had to worry about not being able to see the text on the screen.

- 3. I love how the class was smaller for classes. The screens were of great use instead od all facing the front of the class room you coul dist however and still be able to look at all 3 screes. The furniture was very handy it helped me when I needed to hang my book bag instead of setting it on the floor.
- 4. The minimalist style makes it easy to focus on the class, also having multiple monitors in the room made it easy to follow along with the material being taught. The amount of furniture and the abiltiy to rearrange made group activities enhoyable, as well.
- 5. I really like the concept of there not being a designated front of the classroom. The multiple monitors gave me a better viewing experience. I enjoyed the abundance of whiteboards around the room because instead of erasing the board in order to write more information, my teacher would just start on another board, allowing me to catch up no matter how slow of a writer I am.

<u>Question</u>: Is there anything you would like to see added or implemented in the room to make them better? Sample of Student Responses (NOTE: Student responses are not edited for grammar or spelling, as there is no way to check what they actually meant):

- 1. The only thing that I would like is that I wish they could be remodeling the other rooms. Well, I think all the implementations they have been doing help us to our best academic development.
- 2. I would hope here could be more implementation of other adapting technologies to help make it easiere to use the screens for the students because we were not able to use certain features (like difference displays on each screens) ourselved that could have helped change our presentation experiences. Overall, the active learning setup ws very beneficial for the way our class was structed.

FACULTY SURVEY

A faculty survey was also created to collect feedback about the new Active Learning Classrooms. Of the 17 faculty teaching in the new rooms for Fall 2019, 11 completed the survey. This indicates a 65% response rate.

Excerpts from the Faculty survey:

Question: What did you like MOST about the Active Learning Classrooms? This includes the furniture, technology, and physical "look" of the space.

- 1. I like the technology and the overall look of the space.
- 2. I love the furniture, it's nice and modern, and the different kinds give people choices. I like that it's moveable. I like having a couple of TVs so everyone can see wherever they are.
- 3. Being able to rearrange the furniture for individual or group work. We had groups of all sizes and could even change group sizes throughout class.

BOARD OF TRUSTEES REPORT

February 2020

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

Hosted several HLC mock sessions. A variety of sessions were offered at Main, TEC, and Pioneer. We appreciate the time and dedication from the all the facilitators, Marcia Irvin, Sheridan Smith, and Tina Lisa Turner who made the events possible. Below is a list of the last few sessions and attendance.

Date: Monday, January 27, 2020

Topic: Yoga Your Way Through Accreditation! HLC Visit, All About it!

Facilitators: Dr. Delfina Wilson & Dr. Tiffany Bohm

Participants: 7

Date: Tuesday, January 28, 2020

Topic: Let's Get Cheesy! HLC Visit, All About it!

Facilitator: Dr. Mihir Chand and Jerry Pope

Participants: 9

Date: Wednesday, January 29, 2020
Topic: Sweet! It's All About Assessment
Facilitators: Mike Parrett and Cecelia Brewer

Participants: 11

Date: Friday, January 31, 2020

Topic: Breaking Bread! Criterion 1-Mission

Facilitators: Dr. Stacy Tucker and Cleon Wiggins

Participants: 14

Date: Friday, February 7, 2020

Topic: You Want to Taco 'Bout it? Criterion 2-Integrity: Ethical and Responsible Conduct

Facilitator: Dr. Delfina Wilson and Christina McGee

Participants: 19

Date: Wednesday, February 10, 2020

Topic: Salad Toss! What is Shared Governance? Facilitators: Dr. Jelena Ozegovic and Mike Beach

Participants: 11

Date: Wednesday, February 12, 2020
Topic: Spud-tacular, Data Usage!
Facilitators: Dr. Mihir Chand and Kris Ball

Participants: 10 registered, final count to be determined

Date: Friday, February 14, 2020

Topic: It's Im-pasta-ble not to Love You! Criterion 3, Teaching and Learning:

Quality Resources and Support

Facilitator: Jerry Pope and Tom Grady

Participants: 14 registered, final count to be determined

Date: Friday, January 31, 2020

Location: Pioneer Center

Topic: Let's Get Cheesy! HLC Visit, All About it!

Facilitators: Dr. Tiffany Bohm

Participants: 15

Date: Friday, February 7, 2020

Location: Pioneer Center

Topic: Cookie 'Bout Criterion 3 & 4!

Facilitators: Jerry Pope

Participants: 10

Date: Friday, January 31, 2020

Location: TEC

Topic: Let's Get Cheesy! HLC Visit, All About it!

Facilitators: Dr. Mihir Chand

Participants: 2

- We will continue to offer HLC Mock sessions the entire month of February.
- Andrica Wilcoxen and Marcia Irvin hosted several HLC mock sessions for the students. We had good participation and the students were excited and involved.
- Continue to work with Tina Church Lewandowski and Ed Kremer on the creation of the Strategic Enrollment Management Plan.
- Starting discussion with Athletics, Title IX Coordinator, Title IX Investigators, Dean of Students, and Cabinet members to review "Set Expectations the Tracy Rule" initiative and procedures for our athletes.

ENROLLMENT MANAGEMENT - TINA CHURCH LEWANDOWSKI, INTERIM DEAN Enrollment Report

- Spring 2020 enrollment comparison (February 10, 2020, compared to February 12, 2019)
 - Headcount is down -4.92% (a decrease of 264 students), and credit hours are down 3.03% (a decrease of 1449 credit hours) for the spring 2020 semester.

Spring 2020 headcount comparison

	Headcount				
Campus	02.10.2020	02.12.2019	Change #	Change %	
	Spring 2020	Spring 2019			
BL	8				
DWNTN	15				
FRSC	20	32	(12)	-37.50%	
HS	967	947	20	2.11%	
MC	2,338	2,583	(245)	-9.49%	
OC	298	247	51	20.65%	
OL	1,768	1,867	(99)	-5.30%	
PION	257	276	(19)	-6.88%	
TEC	771	792	(21)	-2.65%	
USDB	54	54	-	0.00%	
Total	5,091	5,355	(264)	-4.93%	

Spring 2020 credit hour comparison

	Headcount				
Campus	02.10.2020	02.10.2020 02.12.2019 Change #			
	Spring 2020	Spring 2019			
BL	24				
DWNTN	43				
FRSC	191	228	(37)	-16.23%	
HS					
	5,140	5,428	(288)	-5.31%	
MC	17,344	18,823	(1,479)	-7.86%	
OC					
	1,784	794	990	124.69%	
OL	10,384	10,613	(229)	-2.16%	
PION					
	1,977	2,112	(135)	-6.39%	
TEC					
	9,077	9,451	(374)	-3.96%	
USDB	403	367	36	9.81%	
Total	46,367	47,816	(1,449)	-3.03%	

Spring 2020 student demographic data

Race/Ethnicity	Spring 2020	Spring 2019	Change #	Change %	Spring 20 - %
American Alaska Native	32	32	1	0.00%	0.63%
Asian	233	247	(14)	-5.67%	4.58%
Black or African American	922	1,077	(155)	-14.39%	18.11%
Hawaiian Pacific Islander	13	7	6	85.71%	0.26%
Hispanic	1,131	1,317	(186)	-14.12%	22.22%
Multi-racial	236	234	2	0.85%	4.64%
Unknown	224	113	111	98.23%	4.40%
White	2,072	2,328	(256)	-11.00%	40.70%
Non Resident	228		228		4.48%

Intuitional Research provided all enrollment data on 2/10/20.

OFFICE OF ADMISSIONS - TINA CHURCH LEWANDOWSKI, INTERIM DEAN

Personnel

 We are in the early process of searches for the Admissions Specialist I - Operator and the High School Partnership Coordinator II positions. We anticipate reviewing candidates this week.

Wyandotte High School "Downtown" location

- The downtown site is in its second semester and going strong. First year students are returning charged with excitement to continue their education.
- Presently, we are working with KC Hispanic News and Dos Mundo's to create a bilingual article on the new downtown site.
- We are also working with Reyes Media Group to do a live radio show, "Hablando con los Expertos."
- Community outreach has taken place with Mercy and Truth Medical Mission, New Birth Company, Kansas City Kansas Housing Authority, and Urban Scholastic Center.
- Speaking opportunities have taken place with the Emergency Assistance Coalition of Wyandotte County

High School Partnership Program

- In collaboration with the TEC center we plan to host a breakfast information session for partnership counselors and principals on February 27, 2020.
- Spring 2020 rosters have been reconciled. As February 11, any students who need to be withdrawn from classes will submit a withdraw form and will be responsible for the cost of the course. Individual exceptions will be considered.

International Affairs

- Ellucian upgraded the Recruit system to version 6 the weekend of 18th-19th January 2020.
 - The unannounced upgrade overwrote multiple data pieces with incorrect information and broke several processes that had been corrected, updated, and / or created since March 2019.
 - o Discovery and repair of these data pieces and processes is on-going.
- The International Application for admission to KCKCC went live on Friday, 31 January 2020.
 - o All of the required supplemental items for the applicant's specific nonimmigrant status/visa type is automatically assigned to the application itself by a Recruit Workflow.
 - o Applicants receive a personalized, auto-email generated by another Recruit Workflow that lists the required supplemental items as well as step-by-step instructions for the applicant to log back in to their My Account page and upload the required supplementary items directly to their application.
- On Wednesday, 22 January 2020 key campus stakeholders in the U.S. Department of Homeland Security's (DHS) Student and Exchange Visitor Program (SEVP) - campus officials, campus security officials, and campus' DHS-approved Designated School Officials (DSOs) met with Jeffrey Hashman (SEVP Field Representative, Territory 19 - Kansas/Northwest Missouri) and with Special Agent Marc Stern (Homeland Security Investigations, Counterterrorism and Criminal Exploitation Unit, Immigration and Customs Enforcement, National Security Investigations Division).
 - o This meeting was requested by Jeffrey Hashman and Special Agent Stern to discuss Project Campus Sentinel (PCS) the Agent outreach program that partners with educational institutions to improve communications between Designated School Officials (DSOs) and Homeland Security Investigations (HSI) agents by providing training to identify criminal activity and a mechanism to report Student and Exchange Visitor Information System (SEVIS) exploitation and fraud schemes that may compromise national security.

CAREER CENTER - MARK TURNER, COORDINATOR

- The internship program is under review to ensure the proper processes are developed and implemented.
- Approximately 20 students inquired about employment and career exploration
- Three employers visited KCKCC Amazon, Atomic Cowboy Restaurant, and Systemair

STUDENT SUCCESS CENTER - SHAY DODSON, LEAD ADVISOR

On-Campus Advising / Type of Visit		PION	TEC
General Advising	145	40	165
Graduation Check	4	2	7
Graduation Plan	0	9	5
New Enrollment	167	18	48
Returning Enrollment	417	58	50
Schedule Adjustment	165	12	8
Withdrawals	11	5	11
Financial aid exclusion	21	1	1
Dismissal/Reinstatement	12	2	0
TOTAL	942	147	295

Off-Campus Advising/Enrollment			
KCPD Police Academy (1/27)	26		
Amazon Fulfillment Center (1/13 and 1/22)	8		
TOTA	L 34	0	0

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

General advising (not including replies)	174
Enrollments	66
Appointment Requests / Scheduled	4
Withdrawal Requests / Drops	28
TOTAL	272
Online Class Advising Data / <u>ocadvisor@kckcc.edu</u> & online	
advising form / Marshall	
General advising (not including replies)	190
Enrollments	28
TOTAL	218

INDIVIDUAL ADVISOR EMAIL DATA (Main Campus)

Email ADVISING	Email WITHDRAWALS	Email ENROLLMENTS
699	3	237

WITHDRAWAL & DROP REASONS / ATTRITION:

Attrition Reasons (in person, via phone, or email)	MAIN	PION	TEC
Fell behind/ can't catch up / failing course	0	None	
		reported	
Course no longer required (major change)	0		
Family reasons	0		1
Childcare	0		
Financial Difficulties	2		
No Financial Aid	2		
Physical Health concerns	0		
Disliked Course Subject Matter	0		
Mental Health Concerns	0		
Personal / did not wish to disclose detail	3		
Time Management	0		
Transferring	0		1
Work conflict - increase in work hours	1		
N/A - not disclosed	0		2
Instructor Concerns	0		
Online Difficulties	0		
Other - did not want to specify	7		
Other - prof changed class day 3 rd week, seeking 100%	2		
refund			
Other - personal	1		

TOTAL	17	0	4
Full-term withdrawal/Retention Surveys Collected			3

Advisor Reports

- Chris Munoz
 - Transfer Club Working with student leadership and Trio program to solidify our college tour schedule (send an update soon) + planning to attend annual leadership conference with Transfer Club student leaders this spring.
 - o Jan 27 Assisted with Title IV Training with students who live on-campus
- Rob Roberson
 - Total returning student athlete enrollments in January 37
 - o Baseball
 - Men's Basketball: 5Women's Basketball: 1
 - o Golf: 1
 - o Volleyball: 4
 - o Softball: 3
 - o Soccer
 - Men's Soccer 5
 - Women's Soccer 7
 - New Athlete recruitment visit and advising: 1
- Shay Dodson
 - o Jan 10 Wyandotte High School graduation checks for two students who are graduating in 2020 with their Associate degrees and HS diplomas
 - Jan 13 and Jan 22 Met with Amazon Associates at the Amazon Fulfillment Center, 8 enrolled (same students from Fall 2019 cohort continuing in the Computer Software Technology Cert program)
 - Jan 20 Advisors Rob, Chris, and Brady attended Ottawa Transfer Advisor/Counselor Visit Day
 - Jan 24 Congresswoman Sharice Davids visited the SSC and met with employees and students
 - Jan 27 Attended Police Academy w/ Admissions team; 26 enrolled

Retention Efforts

- Academic Dismissal Outreach outreach to students who were dismissed Fall 2019, encouraged to connect with me and appeal for reinstatement for Spring 2020 semester New team members in the SSC, Main Campus
 - Graciela Gordillo Administrative Assistant I
 - Yan Chen SBSPS and K-Step Up Grant Advisor for Elementary Education
 - Judith Appollis Part-time Student Success Advisor

STUDENT FINANCIAL AID OFFICE- MARY DORR, DIRECTOR

Financial Aid Applications Received as of February 6, 2020

		<i>j</i> - <i>i</i>
Academic Year	Total Number of Records	Records Received in
		November
2019-2020	10,033	499
2018-2019	12,450	661
2017-2018	12,511	712

Financial Aid Disbursed to Student Accounts as of February 6, 2020

	FALL
2019-2020	\$6,109,858
2018-2019	\$6,897,390
2017-2018	\$7,324,834

Financial Aid Exclusion Appeals Processed

• Students who were placed on financial aid exclusion after fall grades were posted were notified over the holidays via e-mail and U.S. Mail. These students were allowed to appeal by completing the appeal process that included meeting with an academic advisor and submitting a degree plan. The KCKCC Financial Aid Exclusion Appeal Committee and the Director of Student Financial Aid made appeals decisions. Students were informed through their student e-mail and U.S. Mail.

Students on "Exclusion" after Fall 2019	138
Appeals Submitted	51
Appeals Approved with Conditions	51
Appeals Denied	0

REGISTRATION AND RECORDS - THERESA HOLLIDAY, REGISTRAR

Student Record Services

FERPA forms	12
Information Updates	49
Major Changes	162
Transcript Requests	10
Notary Assistance	2
Residency	9
Address Correspondence	120
Student Withdrawal Requests	3
Administrative Withdrawal	0
U.S. Office of Personnel Mgmt. Enrollment Verifications	27
Letter of Non-Attendance	2
Loan Deferments	5

Employment Requests	83
Grade Changes	28
Repeat C Grade Requests	3
Military Credit Evaluations Completed	13

Enrollment Services

Colo o di il o A di i i otro o o to	/0
Schedule Adjustments	69
Reinstatements	0
No-Show Processing	0
Late Withdrawal Process	0

Transcript Services

Incoming transcripts processed	506
Outgoing transcripts processed	807

Graduation Services

Degree Checks Processed	2
Degrees and Certificates	235
Conferred for fall 2019	
Students who applied for	60
graduation and did not meet	
the requirements	
Diploma Order Mailing	233
Back Date Diploma Orders	4
Re-order Diplomas	4
Diplomas/Certificates	4

Co-Curricular Activities

- An' Drienna Wilson, Records Coordinator, met and took photo with Sharice Davids on 1/24.
- An' Drienna Wilson, Records Coordinator attended the Staff Senate listening session 1/31.
- Several members of the Registrar team participated in Kansas City Chiefs Spirit week.
- Susan Pedroza, Part Time Administrative Assistant and Jerrica Lock, Administrative Assistant attended a customer service presentation facilitated by Marquis Harris, Intercultural Center Coordinator.
- An' Drienna Wilson, Records Coordinator attended the KCKCC Chief of Police forum.

TESTING SERVICES - FAITH MOODY, TESTING SPECIALIST

• The testing center is currently under construction and we anticipate opening after spring break 2020.

Total Placement Tests Administered

101411140011101		010.00.
Spring 2020	Spring 2019	Spring 2018
301	2375	1924

January 2020 Placement Test sessions

Year	Main	PCC	TEC	High	Distance	Total
	Campus			Schools	Education	
January 2020**	167	32	22	79	1	301
January 2019	235	56	27	52	3	373
January 2018	185	39	41	56	0	321

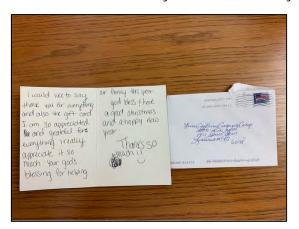
^{**2019} are ACCUPLACER Next Generation tests, the other years are ACCUPLACER Classic tests.

January 2020 Developmental Numbers

Year	Test Sessions for:	Reading Placement	Composition Placement	Math Placement	Overall
January 2020**	# Administered	201	221	144	301
	Developmental	140	167	93	227
	% Developmental	70%	76%	65%	75%
January 2019	# Administered	257	268	219	373
	Developmental	150	161	164	275
	% Developmental	58%	60%	75%	74%
January 2018	# Administered	206	217	212	321
	Developmental	121	130	159	241
	% Developmental	59%	60%	75%	75%

PIONEER CAREER CENTER - MARCIA IRVINE, DIRECTOR

• 1/6/20 we received a nice thank you from the family that we adopted.



• 1/13/20 All of PCC staff and faculty were in attendance for the Spring Convocation.





- 1/17/20 Dr. Greg Mosier and Marcia Irvine attended the Leavenworth Lansing Area Chamber of Commerce Annual Banquet. KCKCC was a Featured Sponsor and Marcia received a certificate for her service to the Board of Directors.
- 1/20/20 KCKCC PCC provided FREE donuts and coffee to students and staff returning to classes on Tuesday and Wednesday! Diane Fry with Community Blood Drive set up a table at the PCC to get students, faculty and staff to register to donate blood, Wed., Jan. 29. Census 2020, Diane Markley, provided information to students about 2020 Census job opportunities.









• 1/25/20 KCKCC Pioneer Career Center and KCKCC PCC Culinary Department took part in the Ladies Night Out event which supports the CASA organization and the Alliance against Family Violence on Saturday, January 25, 2020. KCKCC had a table with information about our programs and the culinary students and Chef Alfredo made paella (chicken, rice, roasted red peppers, peas, butter beans and artichokes) for patrons at the event.





• 1/27/20 PCC TEC students in the morning and afternoon received information on the SkillsUSA framework. SkillsUSA impacts the lives of the future workforce through the development of personal, workplace and technical skills that are grounded in academics. Students are empowered to achieve career success.





• 1/28/20 Students played bingo and won food items and household items. Students also answered HLC questions and received additional food and household items.







• 1/29/20 KCKCC Pioneer Career Center and Community Blood Center partnered this week for a blood drive. We had community members, KCKCC staff/faculty, and KCKCC students donate to this wonderful drive! 21 Units were collected.





• 1/31/20 PCC staff and faculty attended the first HLC Mock Visit "Let's Get Cheesy! HLC Visit, All About it." Fifteen people were in attendance to learn more and ask questions about the procedures, process and expectations.





DISCIPLINARY BARRACKS and JOINT REGIONAL CORRECTIONAL FACILITY

JRCF

1/15/20 advising and registration 14 advising with registrations for spring 2020 classes. With 5 being new students. Four full semester and 1 - 1st eight week and 1 - 2nd eight weeks classes are being held this spring at JRCF.

USDB

- o 1/7/20 advising and registration- 22 advising with registrations for spring 2020 classes. Three full semester, 2- 1st eight weeks, and 2- 2nd eight weeks classes are being held at USDB this spring.
- As of Headcount/Credit Hours report on 2/3/2020 USDB/JRCF are up 3.7 % in headcount and 10.35 % in credit hours.

MILITARY AND VETERAN STUDENT SERVICES - WADE ABEL, DIRECTOR

- Annual results for the Military Friendly school rankings were released. Military Friendly® is
 the standard that measures an organization's commitment, effort and success in creating
 sustainable and meaningful opportunity for the military community. KCKCC came in as a
 Bronze level, same as last year. https://www.militaryfriendly.com/
 - "The Military Friendly® Company survey investigates and identifies the organizations whose commitment to serving the military and veteran community is comprehensive in scope and meaningful in terms of actual outcomes and impact. From hiring and career advancement to customer service and charitable investment, our 2019 Military Friendly® Companies lead the way."
- Currently the Military and Veteran Student Services office has two vacancies. The Certifying Specialist II position has been posted for applicants.
- The Administrative Assistant I position is in the process of review before posting.
- The Veteran Center continues to grow in the number of students served by the Veterans Center. These students are using several services and resources the Center provides daily.

Veteran Center Visitors				
	AY18-19	AY19-20		
August		281		
September	47	313		
October	185	307		
November	132	245		
December	105	124		
January	189	170		
February	218			
March	159			
April	209			
May	104			
June	56			

July	74		Total
Total	1479	1440	2919

Branch of Service		
Army	1501	52%
Navy	237	8%
Marines	552	19%
Air Force	361	12%
Coast Guard	6	>1%
N/A	255	8%
Total	2919	

Type of Visitor		
Current Status		
Active Duty	481	16%
Veteran	1678	57%
Military/Veteran Dependent	492	17%
Civilian	268	10%
Total	2919	

Reason for Visit		
Study	769	26%
Socialize	941	32%
Benefit Questions	406	14%
Enroll & Application Questions	187	6%
Computer use	380	13%
Other	236	8%
Total	2919	

Students Using VA Educational Benefits

Term Certified	Number of	Hours	Amount
	Certs	Certified	certified
	submitted		
SP19	170	Not	\$199,002,00
		tracked	
SU19	75	Not	\$40,524.00
		tracked	
FA19	173	1542	\$195,060.00
SP 20 (as of 31 Jan)	136	1507	\$182,312.00

January events

- o Jan 2-5: The President of the Student Veterans of America (SVA) club along with the Treasure attended the National Conference in California. They will give information presentation to all club members on 12th of February.
- Jan 22: The Veteran Center provided a Welcome Back Lunch to the Military Affiliated students on main campus. The Center is scheduling dates for a lunch at the PCC in Feb.
- o Jan 23: The Veteran Center hosted an Open House for all KCKCC students, faculty and Staff.

Planned February Events

- o Feb 1-4: Veteran Center Staff attended the NASPA Symposium on Military Connected Students
- o TBD: The Veteran Center will support a SVA recruiting event to build membership.
- o Feb 12: The SVA will hold its second meeting of the semester and provide the club with information about the National Convention they attended in January.

STUDENT SERVICES - DR. SHAWN DERRITT, DEAN OF STUDENT SERVICES

DEAN OF STUDENTS SERVICES EVENTS

- Participated in KCCLI on our own campus Kansas City Kansas Community College.
- Attended ATIXA Title IX training in Orlando, Florida Jan 28- Feb 1st.
- Completed an online draft of the updated version of the Student Conduct referral form and the Student Grievance submission form with the assistance of College Webmaster Omar Brenes.
- Presented 2 sessions regarding Student Conduct and Title IX judication for new students at TEC during their orientation.
- Attended the Black Achiever's Dinner with other representatives of the College.
- Attended the KCK Taste of Kansas City with other representatives of the College.

COUNSELING & ADVOCACY CENTER- LINDA WARNER, DIRECTOR

- Presented information on the Culture of Respect for SOAR and to residents in Student Housing
- Facilitated HLC practice sessions at Convocation
- Presented Title IX training at the TEC and Continuing Education
- Accompanied the OQS Diversity Club (4 students and 1 Counseling Intern) to Creating Change: The National Conference for LGBT Equality in Dallas, Texas, January 16-19
- Held an open house for the new and improved Blue's KC student food pantry
- Held an organizing meeting for Active Minds, a new student club focused on raising awareness of mental health concerns on college campuses
- Convened a meeting of the Drug Free School and Community Act committee
- Engaged with Student Services Strategic Plan committee for implementation of goals
- Facilitated a Convocation breakout session on Excellence
- Attended a Student Housing Scope Development meeting
- Facilitated Listening Session for Staff Senate
- Lead the Behavioral Intervention Team Meeting
- Provided Self Care for Student Success Lunch and Learn sessions

- Arraigned to offer a Mental Health First Aid class for nursing students
- Most importantly, we counseled students in need of care and guidance

The Counseling & Advocacy Center at KCKCC 🔱

The mission of the Counseling & Advocacy Center is to provide professional services which help students overcome life challenges to achieve academic success and attain their educational goals. We offer counseling for a wide range of concerns, including personal relationships, mental health assessment, career testing and guidance, substance abuse, victim and gender advocacy services, and crisis intervention. We present prevention and education programs, provide support to our LGBT students, host the Women's Resource Center Library and Blue's KC student food pantry.

STUDENT ACCESSIBILITY AND SUPPORT SERVICES

Students Requesting Accommodations:

Disability	January 2020	January 2019	January 2018
Autism Spectrum Disorder	7	11	4
Attention Deficit Disorder	22	13	20
Blind/Visual Impairment	9	6	2
Deaf/Hard of Hearing	4	3	1
Head Injury	3	1	4
Intellectual Disability	2	3	0
Learning Disability	60	64	19
Medical	4	8	5
Physical	4	4	4
Psychiatric	9	12	15
Other Health Impaired (OHI)	2	N/A	N/A
Total	126	1	0

Assistive Technology Users By Disability:

	January	January	January
	2020	2019	2018
Blind	1	2	1
Low Vision	7	4	3
LD	44	24	19
Physical	3	4	3
Total	55	34	26

Alternate Formatted Textbooks Requested by Disability:

	January	January	January
	2020	2019	2018
Blind	3	2	0
Low Vision	3	7	0
L D	50	45	68
Physical	0	7	8
Total	56	61	76

Narrative Activities:

- ➤ Alex participated in RN new student orientation.
- ➤ Alex and Robert conducted two workshops during Welcome Back Week on Accommodations in the Classroom.
- Alex administered the Accuplacer to a student with a disability at Basehor/Linwood High School.
- ➤ Carly planned and presented at a Returning High School meeting where we meet with all returning high school to go over Rules, Regulations, TEC expectations for spring semester. 113 returning high school students attended these meetings.
- Carly helped with planning the Part-Time Job Fair for new students.
- ➤ Carly Met with 2 visually impaired students, Robert Beach and Lori Smith about what accommodations would best suit these students needs and how to get their text books and work books in an alt. format.
- ➤ Carly planned, assisted and presented at TEC and PCC orientations for all new postsecondary students and high school students.
- Robert attended a meeting with Marshall Dominguez and the Kansas State School for the Deaf and Blind to discuss possible ways to help their students gain education and employment skills.
- ➤ Robert participated in a statewide Zoom meeting with KSSDB students to demonstrate assistive technology devices and uses.
- > SASS office had about 600 people come through

STUDENT ACTIVITIES-ANDRICA WILCOXEN, DIRECTOR

December 2019 - January 2020 Board of Trustee Report

Student Activities

- Developing a Student Activities TV show with Media Services
- Continued planning for the Student Leadership Institute (SLI) programming
- Continued work on the Student Activities co-curricular assessment
- Finalizing placement of the bridge and walk way on the Nature Trail
- Finalizing for Spring 2020 activities

Clubs, Organizations, Special Interests Groups

- Catholic Students of KCKCC volunteered in the Breakfast with Santa
- Gamer Club hosted the following:
 - o tabletop game days every Fridays and Saturday from 9 am Noon
 - o Volunteered for the Breakfast with Santa
- Mindfulness Club consistently hosts two mediation and relaxation workshops weekly
- NSLS preparing for the 2020 Spring invitations
- ISO and SOL co-hosted a club field trip to the Nelson Atkins Art Gallery
- AAUW co-hosted club field trip to the Nelson Atkins Art Gallery
- Early Childhood Professionals volunteered at the Breakfast with Santa
- Music Club volunteered at the Breakfast with Santa and sang Christmas carols with the participants

- Music Club attended a student conference in New Orleans, LA during the Winter Break
- Sigma Phi Sigma volunteered at the Breakfast with Santa
- Christian Student Union volunteered at the Breakfast with Santa
- Christian Student Union attended a Student Conference in Texas during the Winter Break
- Student Veterans Organization attended a Student Conference in California during the Winter Break

STUDENT HOUSING, HOUSING SUPERVISOR-Ronnie Moore

Student Housing Status:

- Currently (114) students are living in housing
- We have (36) beds available (3 rooms offline) 12-Single and 8-Double/Triple Occupancy
- Waiting List Spring 2020 total is 11 (6) males, (5) females

RA Staff Meeting/Training:

- Jan. 17, 2020 RA Staff Meeting discussed: Staff Training, Move in/switch room procedures,
- Jan. 24, 2020 RA Staff Meeting discussed: New work schedule, follow up with new student(s), spring programming ideals, and new housing specialist progress
- Jan. 31, 2020 RA Staff Meeting discussed: Changes in classes/work scheduling

Upcoming/On-Going Activities/Projects:

- Jan. no schedule programs
- January 20 Dr. MLK Holiday, Student invited to attend Student Activities with Roger
- January 27, 2019 Student Housing Meeting to address new/return resident at 7:30 pm -8:30 pm; (49) Students was in attendance; Jennifer Gieschen and Counseling/Advocacy Center presented a program on Healthy Relationships

Interpersonal & Intrapersonal Competence - Social Engagement

Daily Activity

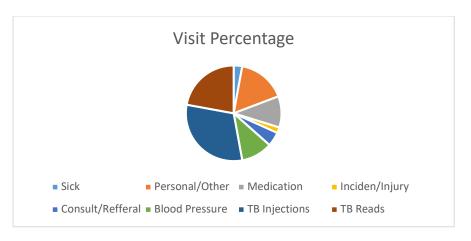
- Midday open basketball outside for student housing and day students on campus with student activity program
- Open Table Tennis in Unit 1 basement & Foosball Nightly in Unit 8 basement

STUDENT HEALTH CENTER-KIM LELAND, NURSE

Student Health Services office is diverse in fulfilling the needs of student, faculty, staff and community. Those needs come in the form of attending events to assisting in daily life and educate individuals to become better consumers of health.

VISITS for January

Visit Reason	%	Total
TB injection	32	47
TB read	23	33
Sick	3	5



Hearing Vision	0	0
Personal/Other	17	25
Medication	11	16
Blood Pressure	11	16
Incident/Injury	2	3
Consult	5	7

As you, see from the above information the Percentages of visits increased in January. This month brought in 145 visits. Visits taken from a wide array of needs for staff/faculty, students and the community. Of those 145 visits, 5% were referred out to area clinics.

Accomplishments for January

- Participated in Convocation and SOAR.
- Began orientation to the new LPN, Angela Sparks in Student Health Services.
- Implemented new forms into our EMR (electronic medical record).
- Hosted successful Blood Drives: 1/29 at Pioneer Campus brought in 21 units of blood.

1/29 on Main Campus brought in 56 units of blood.

1/30 at TEC brought in 19 units of blood

Total units 96 of blood for the Kansas City Area with over 125 appointments

Plans for February

- Working with Healthy Initiative to finalize an indoor 1-mile walk on Main Campus. Working with TEC and Pioneer to map out indoor walking area with written information on mileage.
- Preparations for Health Fair.

TRIO SSS-MICHAEL COZART, DIRECTOR

Participants

- We have 146 TRIO students for AY 2019-20, which exceeds our annual goal. 101 First-Gen & Low-Income, 26 First-Gen only, 10 Low-Income Only, 3 Disabled Only & 13 Low-Income w/Disability.
- We had TRIO several students to be awarded a Foundation Scholarship in the Fall 2019.
- We had 53 TRIO students make the Honor Roll.
- Our average GPA for 135 TRIO students for the Fall of 2019 is 2.7!
- We had 9 students to graduate in December.
- We actively assisted 5 TRIO students to transfer to 4-yr colleges for the Spring 2020 semester, 1 who will start an intern this spring and begin school in the Fall 2020.

Grant & APR Updates

- Submitted APR December 9 to the ED
- We met all goals:
 - o We are funded to serve 140, we served 201 students.
 - o We are required to serve 2/3 or 66% first-generation & low-income students, we served 73%.
 - o Our Persistence goal is 57%, our actual rate was 94%
 - o Our Good Academic Standing goal is 64%, our actual rate was 91%
 - o Our Associated Degree or Certificate goal is 15%, our actual rate was 40%
 - Our Associate Degree or Certificate and Transfer to a 4-Year goal is 11%, our actual rate was 24%
 - o We earn 15 of 15 Prior Experience points.
- The TRIO SSS grant application was due January 27, 2020 and was submitted.

Activities & Events

- We had a NSLS Installation Ceremony, with 34 inductees, Marquita Johnson & Tracy Reed received special recognition for their work, Andrica & I were also inducted, December 3.
- The Director, Michael Cozart, attended a TRIO SSS grant informational webinar, December 11.
- The Director, Michael Cozart attended the Racial & Equity Institute at the TEC, December 12-13.
- The Director, Michael Cozart was named as the EOA National Men of Excellence Conference Chair, which will be held at Wichita State University this summer 2020.
- The Director, Michael Cozart was selected as a 2020 MLK Honoree for Entrepreneurship/ Education by the (ABWA) American Businesswomen's Association. The Scholarship banquet is Saturday January 11, 2020.

ATHLETICS - TOMPKINS, ATHLETIC DIRECTOR

- Thank you to all who were able to attend the Academic Success night on February 5th. It was a great night celebrating the academic achievement of our student-athletes!
- M. Basketball: Currently 13-12 overall and is 1st place in the conference.
- W. Basketball: Currently 21-5 overall and 4th place in conference. There are three other teams ahead of them that are ranked in the top 10 in the latest poll.

		Nalisas	City Nam	Sas Coll	munity C	onege			
		Headco	ount				Credit H	lours	
Campus	02.10.2020	02.12.2019	Observat #	Obana 0/		02.10.2020	02.12.2019	Observe #	Ob a series 0
	Spring 2020	Spring 2019	Change #	Change %		Spring 2020	Spring 2019	Change #	Change %
AMZN	8					24			
DWNTN	15					43			
FRSC	20	32	-12	-37.50%		191	228	-37	-16.23
HS	967	947	20	2.11%		5,140	5,428	-288	-5.31
MC	2,338	2,583	-245	-9.49%		17,344	18,823	-1,479	-7.86
OC	298	247	51	20.65%		1,784	794	990	124.69
OL	1,768	1,867	-99	-5.30%		10,384	10,613	-229	-2.16
PION	257	276	-19	-6.88%		1,977	2,112	-135	-6.39
TEC	771	792	-21	-2.65%		9,077	9,451	-374	-3.96
USDB	54	54	-	0.00%		403	367	36	9.81
Total	5,091	5,355	-264	-4.93%		46,367	47,816	-1,449	-3.03
Status	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %	Location	Location Description		
First-time	796	818	-22	-2.69%	15.64%	DWNTN	Downtown KC	K	
Returning	4,295	4,537	-242	-5.33%	84.36%	FRSC	Fire Science E	Building	
<u> </u>				'	,	HS	High School		
Gender	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %	MC	Main-Campus		
Unknown	2		2	#DIV/0!	0.04%	OC	Off-Campus (0	Clinical Sites)	
Female	3,032	3,234	-202	-6.25%	59.56%	OL	On-Line		
Male	2,057	2,121	-64	-3.02%	40.40%	PION	Pioneer Cente	r/Leavenwort	th
						TEC	Technical Edu		[
Race/Ethnicity	Spring 2020	Spring 2019	Change #	Change %	Spr. 20 - %	USDB	US Disciplinar	y Barracks	
American Alaska Native	32	32	-	0.00%	0.63%				
Asian	233	247	-14	-5.67%	4.58%	Headcount	is down -4.92%	for a decrea	se of 264.
Black or African American	922	1,077	-155	-14.39%	18.11%		Credit Hours do	own -3.03%,	
Hawaiian Pacific Islander	13	7	6	85.71%	0.26%	for a	decrease of 14	149 credit hou	ırs.
Hispanic	1,131	1,317	-186	-14.12%	22.22%				
Multi-racial	236	234	2	0.85%	4.64%	Spring 2020 D	ata is accurate	as of the run	date / time.
Unknown	224	113	111	98.23%	4.40%				
White	2,072	2,328	-256	-11.00%	40.70%				
Non Resident	228		228		4.48%				

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.



Strategic Initiatives and Outreach

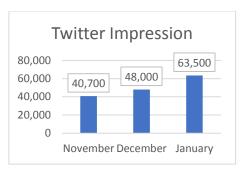
Tami Bartunek Vice President
Dana Sambol Executive Assistant
Kim Lutgen Printshop Manager
Taylor Bolls Graphic Designer
Joy Cicero Production Assistant
Kelly Rogge Public Information Manager
Matt Fowler Web Designer
Omar Brenes Web Architect

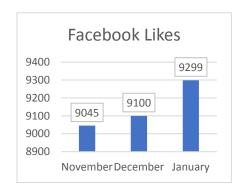
Strategic Initiatives and Outreach

- Planned and facilitated the monthly meeting of the KCKCC Downtown Advisory Council.
 Organized council members into subcommittees.
- Welcome Representative Sharice Davids to campus where she spent time working the check in desk in the Student Success Center. She also challenged a couple students to a game of ping-pong.
- Supported KCCLI by serving as an expert panelist to discuss marketing and public relations in community colleges. Also, provided a tour for all guests that attended KKCLI.
- Submitted a draft article for the KC Vision Book. Worked on rewrites throughout the month. The article focuses on the uniqueness of KCKCC and how we support our local residents and economy. The article will also contain three photos taken on campus.
- Attended the monthly Business West (Tami is a board member) meeting and provided an update to the group concerning KCKCC initiatives and strategic planning.
- Met with a representative of Rita Blitt to discuss the possibility of Ms. Blitt holding an artist session at KCKCC with our students. Also discussed the possibility of using our machine lab to laser cut metal for a new art piece.
- Attended a meeting with the Mayor's office to have further discussions of the new Downtown Educational Center.
- Provided a campus tour to Mara Rose Williams from the KC Start. Mara is the lead Educational Writer for the Star and has not been on campus for many years. She was very surprised to see our renovations and amount of student services we provide. She plans to follow our strategic plan and renovations.
- Participated in the student housing scope and proposal planning meeting.

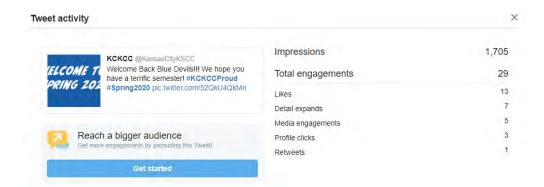
Social Media











Tweet activity ×



Get started

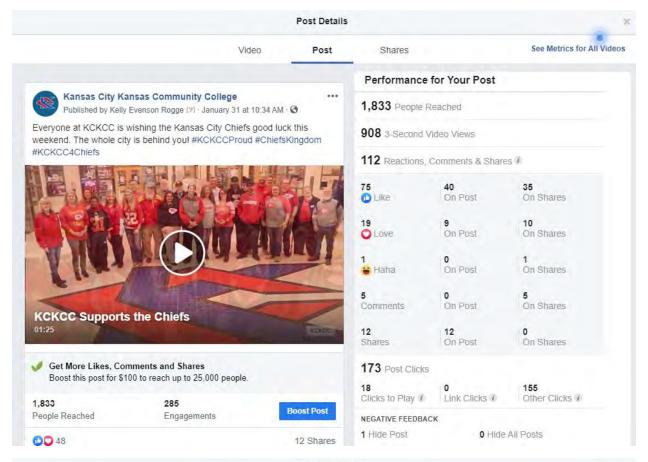
Impressions	1,959
Total engagements	70
Media engagements	56
Likes	8
Link clicks	2
Profile clicks	2
Retweets	1
Detail expands	1

Tweet activity × Impressions 2,341 KCKCC @KansasCityKSCC Total engagements 34 17 Detail expands 8 Likes Reach a bigger audience Get more engagements by promoting this Tweet! 8 Profile clicks 1 Retweets

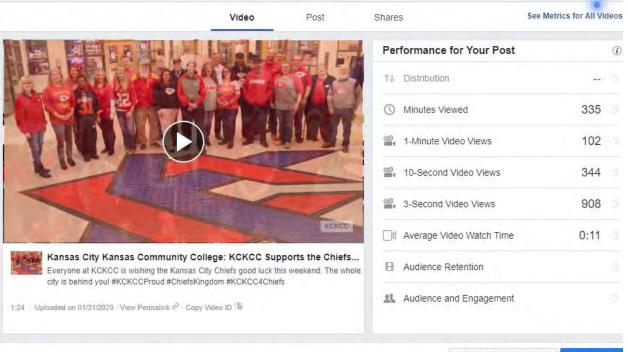
Tweet activity			×
	KCKCC @KansasCityKSCC	Impressions	1,995
	Good luck @ the AFC Championship Game @Chiefs!! The KCKCC community will be	Total engagements	100
Other	cheering you on! #KCKCCProud #ChiefsKingdom pic.twitter.com/5ARxigGTae	Media engagements	76
	noncestal gas in presentation and go rac	Likes	17
		Profile clicks	3
	ch a bigger audience	Retweets	2
	more engagements by promoting this Tweet!	Hashtag clicks	1
Get started		Detail expands	1

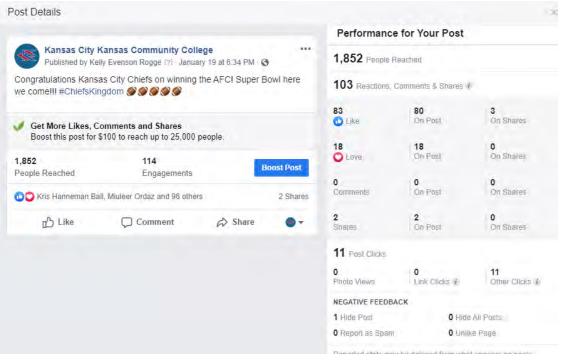


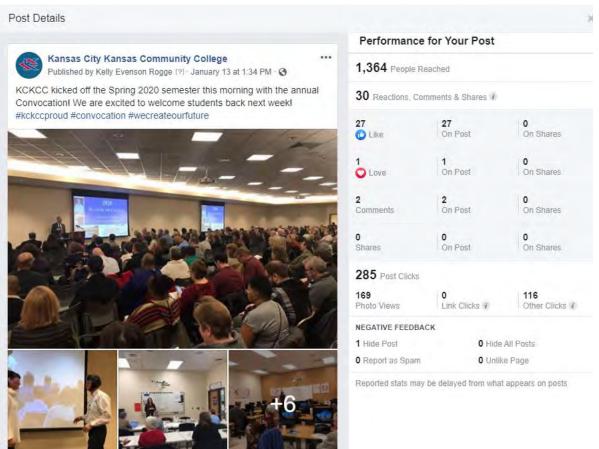
× Impressions 2,813 KCKCC @KansasCityKSCC KCKCC Alert: Due to the anticipated inclement weather, all KCKCC locations are closed Saturday, 1/11. All day and evening Total engagements 12 events are canceled. 7 Profile clicks 2 Retweets Reach a bigger audience 2 Detail expands Likes

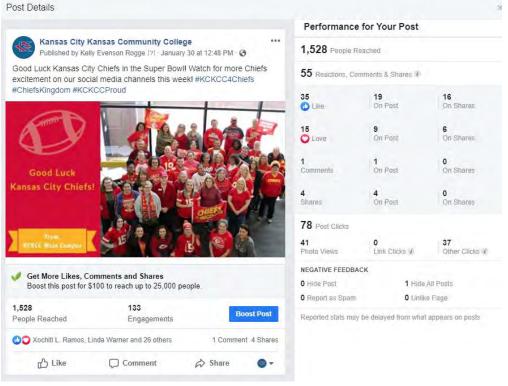


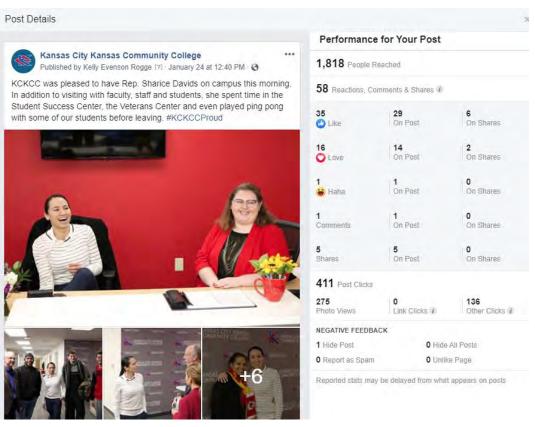
Post Details

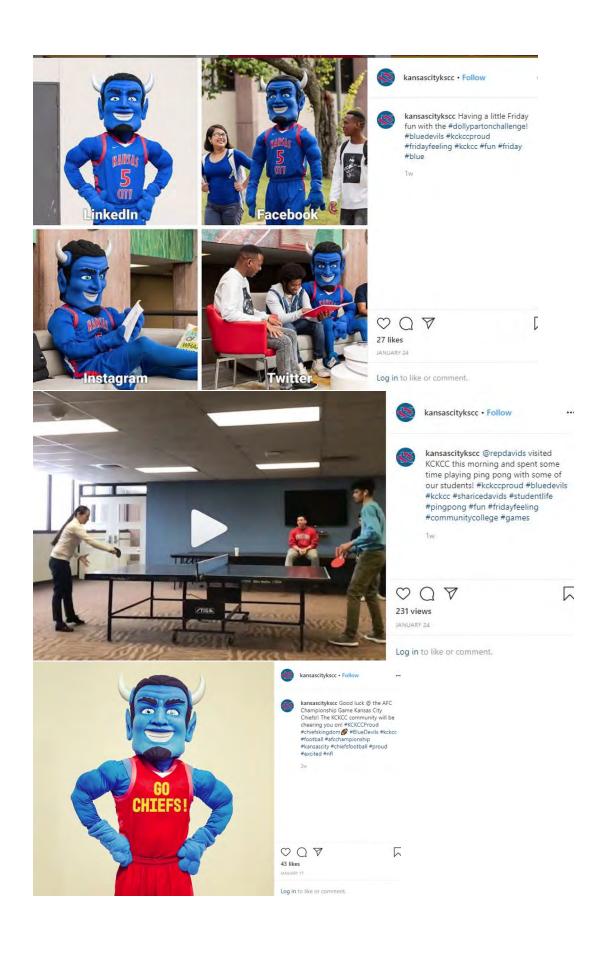








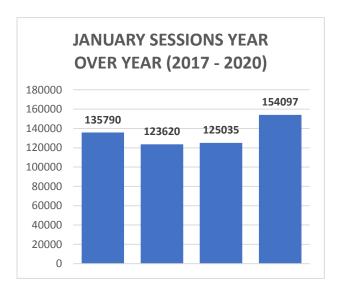




Web Services

General Website Information

• The main navigation for the KCKCC website is being redesigned to offer visitors a better experience and to be able to find information faster.



Top Webpages

Webpage	Pageviews
Degree / Certificate Webpage	30,114
Technology Support	12,682
Class Schedule	11,202
2019-2020 Academic Calendar	4,542
Technology/Webadvisor	3,980



BOARD OF TRUSTEES REPORT

FINANCE & ADMINISTRATIVE SERVICES
MICHAEL BEACH, CHIEF FINANCE OFFICER
FEBRUARY 2020 REPORT

FINANCE - MICHAEL BEACH, CFO

- Request for Proposal for the College Facilities Master Plan is out. Proposal submission deadline is February 21st.
- Debt Refinance has officially closed.
- Budget Workshops were conducted.
- Extraordinary Cost Study was completed and submitted to KBOR.

BOOKSTORE - KASEY MAYER, DIRECTOR

- Spring rush went smoothly with no major problems.
- We rented 794 books this semester which equates to \$26,140.38 in savings to students. This equates to \$32.92 in savings per book. Our average book price is \$92.75, so we saved them approximately 1/3 of the cost.
- We conducted a buyback for 2 days during rush for those students who missed our last buy. We purchased \$1,291 worth of books.
- We had a visit from KDA that went fairly well.
 - o TEC Bookstore had 1 small issue that we rectified immediately.
 - No violations
 - o <u>TEC Cafeteria</u> had 6 issues that we are rectifying.
 - All 6 were non-serious.
 - The inspector from KDA said she was very pleased with the kitchen inspection, considering it was mostly new staff. She said she very rarely inspects places that don't have violations.

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

FACILITY SERVICES - JEFF SIXTA, DIRECTOR

Accomplishments:

- Completed Student Success Remodel
- Started Institutional Effectiveness Remodel
- PM college vehicles
- Dug up old phone line in preparation for new code blue phone at Fieldhouse
- Wired new machine at Welding Technology

Goals:

- Work on Institutional Effectiveness Remodel
- Install baby changing stations across campus in single use restrooms
- Start the changes to Baseball to achieve building permit

CAMPUS POLICE - JASON SIEVERS, INTERIM DIRECTOR

SUMMARY:

- Provided information and participated in the forum for SOAR January 9
- Provided ALICE Training for Students, Faculty and Staff January 29 on Main Campus and TEC
- Provided extra coverage and directions for first week of classes January 21 thru 24
- Provided ALICE Training for new nursing students January 17 (Sqt. Scott Bailie)

KANSAS CITY KANSAS COMMUNITY COLLEGE

Interim Summary Financial Statements - January 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
Accets		
Assets Current Assets Noncurrent Assets	\$ 37,619,327 53,131,601	\$ 33,159,395 56,200,604
Total Assets	\$ 90,750,928	\$ 89,359,999
Liabilities		
Current Liabilities	\$ 9,518,418	\$ 13,930,479
Noncurrent Liabilities	21,721,260	 21,721,260
Total Liabilities	31,239,678	35,651,739
Net Position	59,511,250	53,708,260
Total Liabilities and Net Position	\$ 90,750,928	\$ 89,359,999

Summary Statement of Revenue Expenses and Changes in Net Position

	YTD FY2020	Annual	Annual	YTD FY2019	Percent Used Actual to
	Actual	Budget	Variance	Actual	Budget
Operating Revenues	\$ 17,966,234	\$ 27,315,064	\$ (9,348,830)	\$ 19,228,700	65.77%
Non-Operating Revenues, Net	32,369,721	57,959,925	(25,590,204)	29,218,868	55.85%
Total Revenues	50,335,955	85,274,989	(34,939,034)	48,447,568	59.03%
Operating Expenses	39,532,338	80,812,679	41,280,341	40,084,479	48.92%
Increase/(Decrease) in Net Positions	\$ 10,803,617	\$ 4,462,310	\$ 6,341,307	\$ 8,363,089	

<u>Notes</u>

	TY KANSAS COMMUNI					
STATEME	NT OF REVENUES AND	EXPENSES				
	YTD JANUARY 2020					
	BUDGET	YTD	FORECAST	ACTUAL	VARIANCE	PERCENT
	FISCAL YEAR	ACTUAL	FISCAL YEAR	YTD	ACTUAL	USED ACTUAL
	2020	1/31/2020	2020	1/31/2019	TO BUDGET	TO BUDGET
Operating Revenues:						
Student Tuition and Fees	\$ 12,612,000	\$ 10,760,306	\$ 12,612,000	\$ 11,267,352	\$ (1,851,694)	85.32%
Federal Grants and Contracts	10,512,298	4,442,316	10,512,298	4,922,729	(6,069,982)	42.26%
State Contracts	568,026	364,471	568,026	400,078	(203,555)	64.16%
Private Gifts, Grants & Contracts	275,000	217,500	275,000	195,911	(57,500)	79.09%
Auxiliary Enterprise Revenue	2,972,125	1,443,869	2,972,125	1,597,655	(1,528,256)	48.58%
Other Operating Revenue	375,615	737,772	375,615	844,975	362,157	196.42%
Total Operating Revenues	27,315,064	17,966,234	27,315,064	19,228,700	(9,348,830)	65.77%
Name and the Property (Foregoes)				_		
Nonoperating Revenues (Expenses) County Property Taxes	43,835,925	20,578,689	43,835,925	19,380,289	(23,257,236)	46.94%
State Aid	10,365,001	10,365,001	10,365,001	19,360,269 _	(23,237,230)	100.00%
SB155 AID	3,534,999	1,786,601	3,534,999		(1,748,398)	50.54%
Investment Income	250,000	1,766,601	250,000	 142,931	(1,746,396)	50.54%
Interest Expense on Capital Asset Debt	(876,000)		(876,000)		387,769	55.73%
	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	(488,231)	, , ,	(480,847)		
Transfer from Capital Reserves	850,000		850,000	-	(850,000)	0.00%
Total Nonoperating Revenues	57,959,925	32,369,721	57,959,925	29,218,868	(25,590,204)	55.85%
Total Revenues	85,274,989	50,335,955	85,274,989	48,447,568	(34,939,034)	59.03%
		-		-		+
Operating Expenses:		_		_		
Salaries & Benefits	45,704,930	23,823,231	45,704,930	24,328,599	(21,881,699)	52.12%
Contractual Services	2,012,975	1,062,186	2,012,975	929,041	(950,789)	52.77%
Supplies & Other Operating Expenses	11,564,727	6,834,280	11,564,727	6,887,761	(4,730,447)	59.10%
Utilities	2,077,855	1,070,218	2,077,855	1,198,255	(1,007,637)	51.51%
Repairs & Maintenance to Plant	4,595,883	2,139,336	4,595,883	1,888,115	(2,456,547)	46.55%
Scholarships & Financial Aid	10,371,309	4,556,103	10,371,309	4,852,708	(5,815,206)	43.93%
Strategic Opportunities	1,250,000	-	1,250,000	-	(1,250,000)	0.00%
Contingency	250,000	46,984	250,000	-	(203,016)	18.79%
Debt Service	2,985,000	-	2,985,000	-	(2,985,000)	0.00%
Total Operating Expenses	80,812,679	39,532,338	80,812,679	40,084,479	(41,280,341)	48.92%
Increase in Net Position	\$ 4,462,310	\$ 10,803,617	\$ 4,462,310	\$ 8,363,089	\$ 6,341,307	

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

	FY2020 Actual	Annual Budget	FY2019 Actual	Annual Budget	FY2018 Actual	Annual Budget	FY2017 Actual	Annual Budget
Operating Revenues	\$ 17,966,234	\$ 27,315,064	\$ 19,228,700	\$ 29,246,544	\$ 19,735,966	\$ 28,475,721	\$ 20,762,127	\$ 28,867,852
Non-Operating Revenues, Net	32,369,721	57,959,925	29,218,868	53,604,198	31,310,243	46,028,088	31,078,520	44,909,478
Total Revenues	50,335,955	85,274,989	48,447,568	82,850,742	51,046,209	74,503,809	51,840,647	73,777,330
Operating Expenses	39,532,338	80,812,679	40,084,479	79,979,223	40,894,052	78,182,624	40,453,037	72,720,099
Increase/(Decrease) in Net Positions	\$ 10,803,617	\$ 4,462,310	\$ 8,363,089	\$ 2,871,519	\$ 10,152,157	\$ (3,678,815)	\$ 11,387,610	\$ 1,057,231

KANSAS CITY KANSAS COMMUNITY COLLEGE BANK BALANCES PER GENERAL LEDGER

								YTD	F	RIOR YEAR
FINANCIAL INSTITUTION	FUND NO.	FUND		CHECKING	IN	VESTMENTS		31-Jan-20		31-Jan-19
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$	364,947			\$	364,947	\$	152,034
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$	2,074,895			\$	2,074,895	\$	1,819,832
BROTHERHOOD BANK	61	CAPITAL OUTLAY			\$	3,069,003	\$	3,069,003	\$	3,069,003
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$	67,750			\$	67,750	\$	142,491
LIBERTY BANK	11	GENERAL FUND			\$	501,172	\$	501,172	\$	511,637
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$	313,805			\$	313,805	\$	774,602
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$	1,401,254			\$	1,401,254	\$	1,225,708
SECURITY BANK***	11	GENERAL FUND	\$	21,684,176			\$	21,684,176	\$	19,555,157
SECURITY BANK	15	TECHNICAL ED FUND	\$	3,076,232			\$	3,076,232	\$	2,265,177
SECURITY BANK	16	STUDENT UNION	\$	1,540,465			\$	1,540,465	\$	1,076,616
		(AUXILIARY SERVICES)								
	11	GENERAL FUND			\$	1,000,000	\$	1,000,000	\$	-
UMB BANK *	17	PAYROLL	\$	-			\$	-		
TOTAL			\$	30,523,525	\$	4,570,175	\$	35,093,700	\$	30,592,256
	Current	Month		V A						
91-day Treasury Rate	1.530	Month ago 1.520		Year Ago 2.380						
Jaruay Heasury Nate	1.550	1.320		2.300						
* Payroll clearing account nor	mally carries a	\$-0- balance unless tax pay	/ment	deadline falls a	fter	the close of tl	ne o	current month	 ۱.	
** No interest paid, no fees cl	· · · · · · · · · · · · · · · · · · ·									
***No Fees assessed by Secur	rity Bank and B	rotherhood Bank.								

			K	Cansas City Kansas C	ommunity College					
			Ca	shflow Analysis (Ge	neral & TEC Funds)				
July 1, 2019 to J	une 30, 2020									
July 1, 2018 to J	une 30, 2019									
Month	FY2020	FY2019	FY2020	FY2019	FY2020	FY 2019	FY2020	FY2019	FY2020	FY2019
	Operational	Operational	Operational	Operational	Net	Net	Transfers	Transfers	Cash	Cash
	Cash	Cash	Cash	Cash	Change	Change	In/Out	In/Out	Balance	Balance
	Inflow	Inflow	Outflow	Outflow						
June									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	7,496,823	7,496,823	(8,284,267)	(8,284,267)	(787,444)	(787,444)			23,972,964	19,464,312
March	5,172,465	5,172,465	(9,849,981)	(9,849,981)	(4,677,516)	(4,677,516)			19,295,448	14,786,796
April	2,685,410	2,685,410	(7,074,615)	(7,074,615)	(4,389,205)	(4,389,205)			14,906,243	10,397,591
May	1,898,779	1,898,779	(6,582,603)	(6,582,603)	(4,683,824)	(4,683,824)			10,222,419	5,713,767
June	18,916,650	18,916,650	(7,518,128)	(7,518,128)	11,398,522	11,398,522			21,620,941	17,112,289
Totals	89,860,756	88,789,336	(85,352,104)	(85,599,025)	4,508,652		-	-		
Bold = Actual										
Doid - Actual	53,690,629		(46,042,510)							
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,							
GL Balance	General Fund	\$ 21,684,176								_
	TEC Fund	\$ 3,076,232								
		\$ 24,760,408								

KANSAS CITY KANSAS COMMUNITY COLLEGE Debt Position YTD DECEMBER 2019

	Issue	Maturity	Original	Balance	Payme	ents FY20	Less	Balance
Debt Issuance	Date	Date	Principal Issued	6/30/2019	Due Date	Amount	Interest	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

			ELECTRICA	AL USAGE			
DATE	KWH	DOLLARS	CENTS	DATE	KWH	DOLLARS	CENTS
		2 0 12 11 10	PER KWH	27112			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	<u>\$58,846</u>	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	<u>\$80,894</u>	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				

BOARD OF TRUSTEES REPORT HUMAN RESOURCES FEBRUARY 2020

HR Updates

Human Resources sent out our first newsletter to employees in January. This quarterly newsletter will help keep everyone up-to-date on changes at KCKCC. We will incorporate any changes, information on new and promoted employees, and employee perks we have available for our employees.



Human Resources is partnering with MVP law in the review of the exemption status of several of our full-time staff positions. Any changes to positions will be communicated to supervisors and employees in the upcoming months.



BOARD OF TRUSTEES REPORT

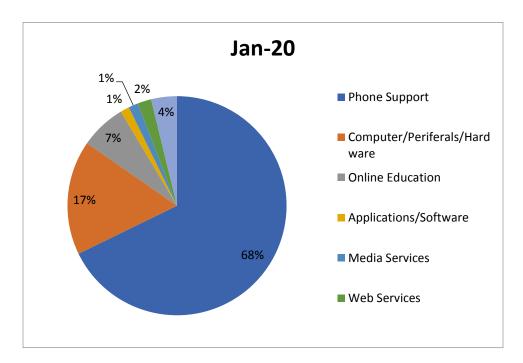
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Conducted five training sessions for full-time and adjunct faculty during back to school week.
- Developed and delivered three training sessions for faculty and staff on Microsoft Forms.
- Set up and deployed email merge message for HLC Student Survey.
- Met with faculty for one on one support of classroom technology.
- Attended Technology Advisory Council.
- Participated in Staff Senate listening sessions.
- Produced and deployed Tech Tips.
- Travelled to two high schools to support access for concurrent students.
- Presented to S.O.A.R. orientation sessions.

COMPUTING SERVICES

- 256 tickets were issued during the month of January 248 tickets were resolved.
- The average time spent on each ticket was 1.27 days
- 570 helpdesk calls were taken in January average time per call was 3.27 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 and recorded the 2020 Convocation. Live video and presentations were projected to both multipurpose rooms at TEC.
- Streamed and recorded the men's and women's basketball games. The streamed events were 01/25/2020 and 02/05/2020. The event will re-air on the college's YouTube and cable channel.
- Recorded a new program called "Nsiko's Music Talk". The program has interviews from local musicians, as well as performances by the musicians. The program will air on the college and YouTube channels.
- Recorded Jazz by the Lake concert series. The recorded event will air on the college's cable channel, as well as the college's YouTube channel.
- A cable schedule is in the works to include athletic events, Board of Trustees meetings, music concerts and performances. The schedule will also include telecourses that the college has purchased for playback on the college's cable channel.

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 99.98%
- Network Switch and Phone and Availability 99.98%
- Migrated several departments over to the college's new electronic faxing system.
- Performed testing of Multi-factor authentication with ITIS staff and created documentation to use in future staff, faculty and student deployments.
- Started implementation of manual and automatic methods for email encryption.
- Ellucian authentication process change project has been started with a projected completion by the end of the spring semester.
- System Center Configuration Manager project began. Base infrastructure is in place and configuration has started.



Kansas City Kansas Community College Special Course Fee Change Requests for FY 2020-21 Presented to Board of Trustees – February 18, 2020

Course	Current	Proposed	Proposed	Rationale
(credits)	Fee	Increase	Fee	
BIOL 0262	\$25	\$15	\$40	Increased lab material expenses;
Microbiology				average cost per student is now
Laboratory (2)				about \$56/student/class.
BMFR 0145	\$0	\$300	\$300	Cost of MT1 certification test
Bio-Manufacturing				(industry recognized credential).
Technician				
Training (3)	6275	¢20	¢205	Lancaca antica a financia a landa a la
KSPN 0102 Foundations of	\$375	\$20	\$395	Incorporation of new technology
Nursing (4)				into curriculum; program has to purchase supplies for this class that
Nursing (4)				were not required previously.
KSPN 0104	\$0	\$96	\$96	Drug screen, liability insurance,
Foundations of	70	750	750	background check; Currently
Nursing Clinical (2)				covered by program; required for
				clinical participation.
KSPN 0107	\$375	\$40	\$415	Incorporation of new technology
Nursing Care of				into curriculum; program has to
Adults I (5)				purchase supplies for this class that
				were not required previously.
KSPN 0121	\$375	\$82	\$457	Pinning supplies; previously covered
Nursing Care of				by program. Typically students pay
Adults II (5)				for these items in comparable state
NULDNI 0424	ĆO	¢20	¢20	allied health programs.
NUPN 0134	\$0	\$20	\$20	Incorporation of new technology
Theory Application through				into curriculum; program has to purchase supplies for this class that
Assessment and				were not required previously.
Simulation (3)				were not required previously.
Jimalation (J)				

HS Students - Excel in CTE Eligible Fees for FY 2020-21 Presented to Board of Trustees - February 18, 2020

To align with Excel in CTE Program guidelines, these fee changes are being recommended for students who enroll in courses covered under the Excel in CTE Program. This proposal does not impact existing Special Course Fees charged to non-Excel in CTE students.

Contact Vice President of Academic Affairs (SPAA@kckcc.edu) or Chief Financial Officer (CFO@kckcc.edu) for further information.

Accounting - AAS		 Fee
BUSN 0210	Cengage Unlimited textbook	\$ 119.00
BUSN 0204	Cengage Unlimited textbook	\$ 119.00
BUSN 0101	Textbook	\$ 166.00
BUSN 0102	Textbook	\$ 162.00
BUSN 0203	Textbook	\$ 215.00
BUSN 0209	Textbook with QuickBooks software, graduation fee	\$ 276.00
Administrative Office Prof	<u>essional</u>	
BUSN 2203	Cengage Unlimited textbook	\$ 119.00
BUSN 2251	Cengage Unlimited textbook	\$ 119.00
BUSN 0285	Textbook	\$ 12.00
BUSN 0221	Textbook	\$ 105.00
BUSN 0124	Accounting software application	\$ 67.00
BUSN 0204	Graduation fee	\$ 20.00
Audio Engineering		
ENGR 0108/AUDI0 108	2-project kits, textbook	\$ 75.00
ENGR 0115/AUDI 0115	2-project kits, textbook	\$ 75.00
Automotive Collision Tech	nology Certificate	
ACRT 0100	Safety glasses	\$ 4.00
ACRT 0110	Uniform shirts - 2, I-Car fees	\$ 100.00
ACRT 0111	Respirator	\$ 22.00
ACRT 0160	Paint suit	\$ 16.00
ACRT 0181	End of program I-Car, I-Car test, insurance, textbook, graduation	
	fee	\$ 500.00
Automotive Technology Co	ertificat <u>e</u>	
AUTT 0103	Work shirts, insurance, workbook, safety glasses, textbook	\$ 285.00

Certification tests

Graduation fee

Textbook

AUTT 0182

AUTT 0204

AUTT 0285

\$

\$

43.00

20.00

100.00

HS Students - Excel in CTE Eligible Fees for FY 2020-21 Presented to Board of Trustees - February 18, 2020

Bio-Manufacturing	Certificate - A
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BIOL 0105	Textbook, lab coats	\$ 167.00
BMFR 0145	Textbook	\$ 10.00
BMFR 0146	MT1 certification exam cost, graduation fee	\$ 320.00

Building Engineering & Property Maintenance Certificate

	Tool kits, uniforms, insurance, Cengage training, frame, cutting	
BPMT 0108	board, sign	\$ 810.00
BPMT 0221	Graduation fee	\$ 20.00

Business Administration - AAS

BUSN 0210	Cengage Unlimited textbook	\$ 119.00
BUSN 0204	Cengage Unlimited textbook	\$ 119.00
BUSN 0101	Textbook	\$ 165.00
BUSN 0102	Textbook	\$ 162.00
BUSN 0280	Textbook	\$ 179.00
BUSN 0286	Simulation software, graduation fee	\$ 40.00

Certified Medical Assistant

ALHT 0106	Scrubs, insurance, background check, licensure test	\$ 104.00	ì
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Certified Nursing Assistant

ALHT 0104	Scrubs, textbook, equipment, insurance, background check,	
	licensure test	\$ 244.00
ALHT 0127	Textbook	\$ 130.00

Commercial & Residential Equipment Technology Certificate

MAPR 0100	Textbook, uniforms, insurance, OHSA 10, Toolkit	\$ 345.00
MAPR 0235	PSA certification test	\$ 25.00
MAPR 0112	EPA 608 certification test	\$ 25.00
MAPR 0222	Graduation fee	\$ 20.00

Construction Technology Certificate

CONS 0106	OSHA certificate, textbook, cutting board, insurance	\$ 410.00
CONS 0208	Door cabinet	\$ 75.00
CONS 0206	Shelf	\$ 50.00
CONS 0210	Graduation fee	\$ 20.00

Cosmetology Certificate

COSM 0105	Scrubs, insurance, kit	\$ 885.00
COSM 0125	Practical test, certification test	\$ 125.00
COSM 0121	Graduation fee	\$ 20.00

HS Students - Excel in CTE Eligible Fees for FY 2020-21 Presented to Board of Trustees - February 18, 2020

Culinary	Δrts	Certificate
Cullilaiv	AI L3	Certificate

CULN 0120	Uniform, insurance	\$ 228.00
CULN 0205	Textbook and ServSafe certification	\$ 17.00
CULN 0100	Textbook, workbook	\$ 155.00
CULN 0170	Manage First certifications	\$ 108.00
CULN 0220	Graduation fee	\$ 20.00

Early Childhood Education Development Certificate - A

ECED 0100	Insurance, uniforms, textbook, program items	\$ 132.00
ECED 0110	Textbooks	\$ 50.00
ECED 0111	Textbooks	\$ 50.00
ECED 0120	Textbooks	\$ 50.00
ECED 0150	Textbooks, graduation Fee	\$ 70.00

Early Childhood Education Development Certificate - B

ECED 0100	Insurance, textbook, uniform, CPR/First Aid	\$ 132.00
ECED 0110	Textbooks	\$ 50.00
ECED 0111	Textbooks	\$ 50.00
ECED 0112	Textbooks	\$ 50.00
ECED 0113	Textbooks	\$ 50.00
ECED 0120	Textbooks	\$ 50.00
ECED 0143	Textbooks	\$ 50.00
ECED 0150	Textbooks	\$ 50.00
ECED 0170	Textbooks	\$ 50.00
ECED 0180	Textbooks, graduation Fee	\$ 70.00

Electrical Technology Certificate

ELET 0104	Electrical workbook, uniform	\$ 96.00
ELET 0150	Safety glasses, insurance	\$ 28.00
ELET 0100	OSHA 30	\$ 25.00
ELET 0130	Textbook	\$ 150.00
ELET 0253	Graduation fee	\$ 20.00

Emergency Medical Responder

EMTC 0105	Uniform, PPE, textbook, certification test, insurance, background	
	check	\$ 389.00

Emergency Medical Technician

EMTC 0128	Uniform, PPE, textbook, certification test, insurance, background	
	check	\$ 624.00

HS Students - Excel in CTE Eligible Fees for FY 2020-21 Presented to Board of Trustees - February 18, 2020

Fire Science	Academy
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FRSC 0100	Uniform, textbooks	\$ 180.00
FRSC 0211	Fire Academy completion recognition	\$ 7.00
HZMT 0120	Textbooks, certification tests	\$ 395.00

HVAC Certificate

HVAC 0103	Safety glasses, insurance	\$ 26.00
HVAC 0100	OSHA certification	\$ 25.00
HVAC 0220	EPA 608	\$ 25.00
HVAC 0120	Gas heat certification	\$ 15.00
HVAC 0226	A/C certification	\$ 15.00
HVAC 0125	Electrical certification	\$ 15.00
HVAC 0115	Textbook, toolkits	\$ 290.00
HVAC 0231	Graduation fee	\$ 20.00

Machine Technology Certificate

MACH 0101	OSHA credential, insurance, NIMS credential exams, textbook,	
	workbook	\$ 459.00
MACH 0103	Shop reference manual	\$ 33.00
MACH 0104	Textbook, AutoCAD, software	\$ 166.00
MACH 0111	Texbook	\$ 72.00
MACH 0106	Textbook	\$ 109.00
MACH 0204	Digital instructional materials	\$ 203.00
MACH 0206	Graduation fee	\$ 20.00

Marketing - AAS

BUSN 0104	Cengage Unlimited textbook	\$ 119.00
BUSN 0113	Cengage Unlimited textbook, other materials	\$ 144.00
BUSN 0266	Graduation fee	\$ 20.00
BUSN 0101	Textbook	\$ 166.00

Medical Assistant Certificate

MEDA 0165	Textbook bundle, uniform, equipment, insurance	\$ 731.00
MEDA 0190	Textbook bundle	\$ 239.00
MEDA 0195	Background check, drug screen, certification test, transcript fee,	
	graduation fee	\$ 350.00

Multi-Media Video Production Certificate

MMVP 0130	Digital camera kit, tripod	\$ 702.00
MMVP 0110	External 1TB hard drive, insurance	\$ 55.00
MMVP 0201	Graduation fee	\$ 20.00

HS Students - Excel in CTE Eligible Fees for FY 2020-21 Presented to Board of Trustees - February 18, 2020

Nail Technology Certificate

NAIL 0105	Apprenticeship license	\$ 15.00
NAIL 0120	State board exam, graduation fee	\$ 170.00
NAIL 0101	Textbook, kits, scrubs, insurance	\$ 351.00

Welding Technology Certificate

WELD 0100	OSHA certification, helmets, leathers, gloves	\$ 150.00
WELD 0140	TIG kits	\$ 28.00
WELD 0120	Instructional materials, insurance	\$ 218.00
WELD 0265	Graduation fee	\$ 20.00



Kansas City Kansas Community College Board of Trustees

Confidentiality and Non-Disclosure Obligations

of Trustees

The protection of confidential information (as defined below) and the preservation of the integrity of Kansas City Kansas Community College ("the College") is vital to the long-term viability and operational success of the College. The disclosure of confidential information by any trustee to any person or entity is prohibited unless such disclosure is (1) to a person whose knowledge of the information is necessary to further the legitimate statutory, business or operation purposes of the College; (2) authorized by the Board; or (3) legally mandated by law (as set forth below).

Trustees shall maintain the confidential information entrusted to them by the College or any information about the College that comes to them in their capacity as a trustee, from whatever source, with the care and prudence with which they would protect their own personal information against disclosure. Trustees shall not use confidential information for their personal benefit or for the benefit of any organization or individual other than the College.

Any trustee who knows of or reasonably suspects a violation of this policy shall report such knowledge or reasonable suspicion to President of the College or the Chairperson for the Kansas City Kansas Community College Board of Trustees.

- <u>Duty of Care</u>: Trustees have a legal duty to act in good faith, as a prudent person would act under similar circumstances, and always in the best interests of the College. Trustees shall be reasonably informed about the College's activities, participate in deliberations and decisions, and act in good faith with due diligence and with the reasonable belief that decisions made are in the best interests of the College.
- <u>Duty of Loyalty</u>: Trustees have a legal duty to avoid conflicts of interest. Trustees have a legal obligation to put the interests of the College ahead of their own personal interests and the interests of their family members, businesses, and other persons and entities. If there is a conflict between the interests of the College and these other interests, the Trustee has an obligation to disclose such conflict to the President of the College or the Chairperson for the Kansas City Kansas Community College Board of Trustees.

 Trustees' duties with respect to conflicts of interest and disclosure to the College are more fully set forth in the College's Conflict of Interest Policy.

• Corporate Opportunity Doctrine: Trustees have a legal obligation to refrain, both on their personal behalf and on behalf of any other person or organization, from taking advantage of the College's business opportunities that are presented to them or discovered by them as a result of their position with the College. Such business opportunities constitute confidential information of the College. Trustees are prohibited from: (1) taking or capitalizing on, for themselves or for others, business opportunities that relate to the College's business without first offering such business opportunities to the College; (2) using college property, confidential information, or their position as a trustee, to benefit the trustee or any other person or entity; and (3) competing with the College for business opportunities unless the Board's independent trustees first determine not to pursue an opportunity that relates to the College's business.

In many circumstances, disclosure of confidential information in violation of this policy could also waive the protection and privacy granted to the confidential information by the Kansas Open Records Act and Kansas Open Meetings Act. KORA and KOMA exempt from public disclosure certain discussions and decisions in executive sessions of Board and Board committee meetings and certain confidential documents and records. Generally, confidential information and discussions and decisions regarding confidential information are protected from public disclosure under KORA and KOMA, and disclosures of confidential information could waive this protection.

Definitions:

"Confidential information" means any and all verbal or written information learned or discussed in the context of any public or executive session of the College Board of Trustees or Board committee meeting which is not generally available to the public, and any non-public College information received from the College or any of its officers, employees or agents.

"Confidential employee information" means any and all verbal and written information about any College employee which is not generally available to the public or is of a confidential nature including, without limitation, personnel, medical and non-medical information.

"Confidential business information and trade secrets" means any and all verbal and written information about the College which is not generally available to the public, including, without limitation: computer programs, processes, codes, software, passwords, data, and related documentation; technological data and prototypes; physician recruitment needs and plans; employee lists and employee compensation; labor relation negotiations and strategies; charges and fees; payor data and managed care contracts; marketing strategies, data plans including, without limitation, planned or proposed advertising scripts and plans for print, radio, television and other advertising media and outlets; business and development plans, projections and strategies; management techniques; legal disputes, legal strategies and legal advice; trade secrets;

operation records and financial information including, without limitation, capital and operating budgets and financial statements; contractual agreements, and any and all other information or data relating to the College's officers, suppliers, operations, policies, procedures, techniques, accounts and personnel.

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College, acknowledge that I received a	ed of Trustees of The Kansas City Kansas Community a copy of the Confidential and Non-Disclosure Obligations erstand its terms, and agree to adhere to the Policy.
Name	
Signature	
February 18, 2020 Date	