



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
March 17, 2020 – 5:00 P.M.

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

1. **Call to Order & Pledge of Allegiance**
2. **Roll Call**
3. **Approval of Agenda**
4. **Audience to Patrons and Petitioners (5-minute limit)**
5. **Recognitions/Presentations:**
 - Introduction of new Chief of KCKCC College Police, Chief Robert Putzky. Presented by Mr. Michael Beach.
6. **Communications – None scheduled.**
7. **Board Committee Reports**
8. **Consent Agenda:**
 - (Item A) - Approval of Minutes of the February 18, 2020 Meeting
 - (Item A1) - Approval of Minutes of the February 18, 2020 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 – None scheduled.**
10. **President's Report – Dr. Greg Mosier**
11. **Vice President Academic Affairs Report – Dr. Beth Ann Krueger**

- A faculty and staff collaborative presentation on enhancing course quality using a multidisciplinary model of instructional design by Professor Karise Whyte, Freshman Seminar Coordinator, and Mr. Shaun Pate, Instructional Design Coordinator. Introduced by Ms. Cecelia Brewer, Dean of Academic Support and Assessment.

12. **Vice President Student Affairs Report** – Ms. Tina Church Lewandowski, Interim Dean of Enrollment Management, for Dr. Delfina Wilson

13. **Vice President Strategic Initiatives & Outreach Report** – Ms. Tami Bartunek (report to be added later as an addendum)

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:**

- Recommendation for the College Facilities Master Plan. Presented by Dr. Greg Mosier.
- Proposed FY2021 Special Course Fees. Presented by Dr. Beth Ann Krueger and Mr. Michael Beach.

19. **Executive Session(s)** – None scheduled.

21. **Adjournment**

Next Meeting of the Board of Trustees:

Tuesday, April 21, 2020 - 9:00 a.m. – KCKCC Main Campus



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**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting Minutes
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 – Trustee Brown** Chairman Ray Daniels called the meeting to order at 5:00 p.m. The Pledge of Allegiance was led by Trustee Rosalyn Brown.
2. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Brune, Criswell, Daniels, McIntyre, Sutton. All present.
3. **Approval of Agenda – Sutton, McIntyre** Chair Daniels called for a motion to accept the Agenda. Trustee Sutton made the motion to accept the agenda. Trustee McIntyre seconded the motion. **The Motion Carried.**
4. **Audience to Patrons and Petitioners:** Chair Daniels extended the opportunity for anyone wishing to address the Board and asked that each person honor the five-minute time limit. Hearing none, Chair Daniels proceeded to the next agenda item.
5. **Recognitions/Presentations:** Chair Daniels opened the floor for recognitions and presentations.
 - Dean Cheryl Runnebaum introduced Chef Justin Mitchell, Head Coach of the KCKCC High School Competition team who won the 2020 American Culinary Federation Competition Gold Medal for “Best in Show” award. Chef Mitchell explained that the team competed against 14 teams across Missouri and Kansas, showing tremendous dedication and commitment to the team. Chef Richard McPeake, Director of Culinary Arts, added that once upon a time when KCKCC showed up at these competitions, no one blinked. He shared that now, KCKCC is the team to beat. The KCKCC High School team members are Ms. Nataly Duran, Ms. Bao Yang, Mr. Axuni Ontiveros, Ms. Liliana Delcarmen Rodriguez and, team manager, Ms. Tatyana Shores. The students won a total of \$5,000 dollars in scholarships and a dinner at the Blue Stem Restaurant in Kansas City. MO.

- Chair Daniels thanked the students for represented the College so well and congratulated the students on this grand accomplishment. Dean Runnebaum congratulated the students.
 - Amendment to the Board Agenda, Dean Tiffany Bohm recognized Ms. Sue Andersen, Director of Nursing, for receiving the Certified Nurse Educator Certificate. Ms. Andersen received earned this certificate after her first attempt, which is a feat accomplished by only 56% of those who try. Ms. Andersen thanked the Board for recognizing her for this accomplishment of her personal 10-year goal. This certificate means that Ms. Andersen is an expert in all aspects of Nursing Education.
6. **Communications:** Chair Daniels recognized the resolution requested by the KCKCC Foundation. Dr. Mosier read the resolution for the consumption of alcoholic liquor for the 2020 Mid-America Education Hall of Fame Awards & Scholarship event, Saturday, April 25, 2020 designated in accordance to K.S.A.41-719i for the Board. Trustee Sutton made a motion to accept the resolution. Trustee McIntyre seconded the motion. **Motion Carried.**
- Dr. Mosier continued and read the resolution for the consumption of alcoholic liquor for the Artist Talk and Reception for the “Silenced Narratives” exhibit, Tuesday, February 25, 2020, at the request of the KCKCC Art Gallery, designated in accordance to K.S.A.41-719i for the Board. Trustee McIntyre made a motion to accept the resolution. Vice Chair Criswell seconded the motion. **Motion Carried.**
7. **Board Committee Reports –** Chair Daniels called for reports from the Board Committees. On behalf of the Finance Committee, Vice Chair Criswell stated that the KCKCC financial performance continues to be strong. In the last meeting, the differences between the Ratifications and Recommendations documents were clarified. Additionally, topics discussed in the Finance Committee Meeting were as follows:
- KCKCC Disaster Recovery and Data Security plan is moving forward with a targeted draft date of March 2020
 - Discussion with Dr. Krueger about tuition fees and tuition reduction for senior students in Wyandotte County
 - Predictive Events Model planned for the College, which would add context to the financial reports
 - Development of a training document or College finances so that everyone understands
 - More projects in the works.

On behalf of the Policy Committee, Trustee Sutton presented that the committee met with several policies in process. On March 12th, the Phi Theta Kappa Luncheon (PTK) and KACCT Quarterly Meeting will occur, so the March meeting has been moved to March 5th. Trustee Ash shared that he, along with Dr. Mosier, Trustee Sutton, and Ms. Nadia Vallecillo, the Student Senate Treasurer, attended the ACCT National Leadership Summit in Washington, D.C. this month. The group visited 4 legislative offices and walked over

seven miles to advocate on behalf of community colleges. While in D.C., the President's budget came out and appears promising with regards education. During their trip the focus was on the reauthorization of Education Act, the Short-term Pell Grant, and Second-chance Pell Funds. Trustee Ash added that Ms. Vallecillo was great in telling her story. She was very direct. Trustee Ash ended by reminding the Board of the upcoming PTK Luncheon on March 12th with a brief quarterly KACCT meeting to follow. Chair Daniels encouraged the Board members to consider attending the National Leadership Summit.

Trustee McIntyre announced that the Community Engagement Committee would meet within the week.

8. **Consent Agenda:** Chair Daniels called for a motion to accept the Consent Agenda. Trustee Sutton moved to accept the Consent Agenda. Vice Chair Criswell seconded the motion.

The Motion Carried.

9. **Student Senate Report:** Chair Daniels called for the report from Student Senate. Ms. Andrica Wilcoxon, Director of Student Activities, made the report in Mr. Paredes' absence. Ms. Wilcoxon shared the following activities of the KCKCC students:

- March 26th - Ash Wednesday Mass Catholic Service, hosted by Catholic Students of KCKCC Club
- New Active Minds Student Group with Ms. Linda Warner and Mr. Michael James are co-advisors that assists students in raising mental health awareness on campus
- Transfer Club has been to K-State University and Park University
- ISO and Latinx Student Club just returned from their Student Leadership Conference in New York and will be presenting soon about their trip
- Four students from the Gamers Club is headed to the National Tournament in Orlando, FL
- New American Sign Language (ASL) Special Interest Group will go to Topeka for ASL Observance Day
- College Dems will spend time at Washington Days in Topeka
- Therapy Club sent 5 students to New Orleans, LA to their national student conference
- NSLS is having First Live Broadcast with Sharlene Lee, author of the book, "Disruptive Mindset"
- Drama Club went to Oregon with 12 - 16 students
- Nadia Vallecillo had a wonderful time at ACCT National Leadership Summit with Dr. Mosier and Trustees Ash and Sutton in Washington, D.C.
- Mardi Gras Celebrations next Tuesday – Cajun Food \$5 a plate; there will be music, dance, and a Table Float contest between the student clubs
- April 4th Easter Celebration 20,000 eggs each given away at Main Campus and Pioneer Center. There will be carnival rides and pony rides and it is all free!

- Campaigning for new Student Senate positions – student forum
- Elections April 14th & 15th for new Student Senate members
- Finalizing zero-based budget for the Student Activities
- Census Day – in computer lab in Lower Jewell to equip students so that they can fill the forms so that we can get the money for education
- HLC Activities in preparation for the HLC visit; led by faculty and Student Senate Vice Chair Criswell commended Ms. Wilcoxon for involving the students in the zero-based budgeting process. Ms. Wilcoxon thanked Trustee Sutton for setting the example when she served as Student Activities Director. Chair Daniels thanked Ms. Wilcoxon for involving the students with the census.

Chair Daniels asked for a motion to accept the Student Senate Report. Trustee Sutton moved to accept the Student Senate Report. Vice Chair Criswell seconded the motion.

The Motion Carried.

10. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier reported the following:

- So many amazing things occurring and opportunities available for our students!
- Last weekend, the KCKCC Debate Team competed at Harper College in Chicago, IL – one student, Teela Sadler won a Gold Medal as tournament champion for Group Communications; Royal Sullivan and Nathan Newby received Silver medals in IPA debate, Royal Sullivan first place Top Speaker IPA Debate, Sweepstakes award KCKCC was second overall in debate out of 21 community colleges and universities that participated
- Athletics - KCKCC Men's Basketball has secured a tie in 1st place and will play Highland Community College for the top spot in our conference – this is the first time in history for KCKCC!
- Draft of HLC Visit schedule available for the Board – Board meeting with HLC is scheduled for Monday, March 2nd late afternoon
- Finalizing scripts for "Behind the Scenes with Laurence Fishburne" video for the shoot on March 4th
- Highlight two legislative bills that are favorable to community colleges - House Bill 2515 – Kansas Promise Scholarship Act is a last-dollar scholarship for students seeking degrees in high-demand technical fields. Students that are eligible will have the last dollars tuition, books, fees, etc. covered by a state grant. A sister bill, SB 336 Kansas RISE Act, which stands for Reinvestment In Secondary Education adds students that have aged out of the foster care system and a provision for adults who have been out of college for 5-years. A residency requirement may be in place. Dr. Mosier encouraged that the community support both acts.
- Summer hours for 2020 will be the same as in the past – Monday through Thursday for extended hours and closed on Friday. In June and July, the college will honor these hours. Data is being collected to learn how our summer schedule will change with consideration for benefit to the students.

- Dr. Mosier presented to the State Senate Commerce Committee and shared the PowerPoint presented at that meeting. He pinpointed key data from the report. 59% of all job openings are in 3 counties – Johnson, Sedgewick, and Wyandotte counties. Presentation was very well received and was a direct request from Senator Julia Lynn (R). It was recommended that Dr. Mosier also share the presentation with Kansas House Committee and there was a request from the Kansas Department of Labor to hear the presentation as well.

Chair Daniels thanked Dr. Mosier for his efforts with the legislatures. He asked if there were any questions. Hearing none, Chair Daniels asked for a motion to accept the President's Report. Trustee Ash made a motion to accept the President's Report. Trustee Brown seconded the motion. **The Motion Carried.**

11. Vice President Academic Affairs Report Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Dr. Beth Ann Krueger reported the following –

- Presented Mr. Jerry Pope, Dean of Arts, Communications and Humanities to introduce Assistant Professor of Music, Dr. Justin Binek for a faculty presentation on educational analysis of Demi Lovato's national anthem at the Super Bowl and how it intersects with classroom instruction. Dr. Binek shared his observance of the differences between the traditional rendering of the National Anthem and the arrangement performed by Ms. Lovato at the Super Bowl. Dr. Binek shared musical charts of both renditions and emphasized the numerous types of musical styles noted in Lovato's arrangement. He expressed the importance in showing our students that other music styles have value when traditional concepts are typically taught in Music Theory.

Trustee Ash asked if Dr. Binek's mind analyzed music like this all the time. He answered, yes! Trustee Ash thanked Dr. Binek the phenomenal experience in helping everyone understand the differences in the Super Bowl performance.

Chair Daniels asked the students reaction. Dr. Binek answered that the students really got into the dissection of the music. The students really enjoyed and shared that the class was deeply fun in the best possible nerdy way.

Chair Daniels commented that these faculty presentations have been tremendous in showcasing what KCKCC instructors are doing.

Dr. Krueger asked for questions from her report. Trustee Sutton offered congratulations to the Art Department student, Mr. Kyle Gross, who constructed a Raku kiln. She asked whether the Board members could see the kiln and exhibit of ceramics. Dr. Krueger promised to work with Dr. Mosier to arrange a tour. Trustee Sutton went on to acknowledge Dr. Ishfaq Ahmed for having two articles published in two distinguished Science journals. Lastly, Trustee Sutton commended the Nursing and Counseling and Advocacy departments in partnering to offer a Mental Health First Aid certification to the nursing students as part of their new curriculum next semester. She asked Dr. Krueger

how this might benefit the students. Dr. Krueger and Dr. Bohm replied that this certificate would add more pertinent information to the curriculum for the students to better respond to mental health crises in a safe way.

Trustee McIntyre shared that it could be beneficial for faculty and others to take this certification.

Chair Daniels thanked Dr. Krueger for her great work asked for permission to observe a class. Dr. Krueger offered to work with Dr. Mosier in getting it arranged.

Trustee Ash made a motion to accept the Vice President of Academic Affairs report.

Trustee Brown seconded the motion. **The Motion Carried.**

12. Vice President Student Affairs Report: Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Dr. Wilson reported the following –

- Thanked Dr. Binek for the amazing presentation.
- Introduced Ms. Linda Warner, Director of Counseling & Advocacy Center, for the staff presentation of the New Blue's KC Food Pantry. Ms. Warner was joined by Ms. Laquita Chukwukereze, Administrative Assistant of the Counseling and Advocacy Center. They began by thanking the Board of Trustees, community partners, students, and faculty for all their support the food pantry year after year for more than 20 years. The objective of the food pantry was to address the food insecurity on our campus. The KCKCC food pantry completed a partnership with Harvesters to continue to restock the KCKCC pantry and rebranded it as the new "Blue's K.C. (Kitchen Cabinet)". Ms. Chukwukereze shared a PowerPoint presentation detailing the data collected indicating the needs here at KCKCC, the new space and the items now offered. Ms. Warner shared information about what a \$10-dollar donation to Blue's KC Pantry can do for a person in need. Ms. Warner invited the Board members to come by for a visit.

Vice Chair Criswell thanked Ms. Chukwukereze and Ms. Warner for the presentation and making clear the understanding that people are respecting and building partnerships for the pantry. Vice Chair Criswell noted that while attending the ACCT Leadership Congress in San Francisco last fall, food insecurity was a hot topic among community colleges. She thanked the ladies for the work that they are doing.

Dr. Wilson reiterated that our students are coming from a school district with 75% students on free and reduced lunch, so the food pantry is a great resource in supporting the students as they continue their education.

- Noted the continuance of the HLC Mock Sessions. Expressed appreciation for the support from Ms. Marcia Irvine, Director of Pioneer Career Center, and Ms. Tinalisa Turner, Executive Assistant to the Vice President of Student Affairs, as well as the HLC facilitators. She shared that the HLC Mock Sessions would continue through February.

Dr. Wilson asked the Board for questions from her report. Trustee Sutton shared that she googled the Tracy Rule and asked for updates as this new initiative developed. Dr. Wilson shared that this is a new initiative across colleges and KCKCC would be the first community college to implement should our community decide to move forward. The Tracy Rule is an initiative offered by the non-profit organization, Set the Expectation, started by Ms. Brenda Tracy. Dr. Wilson noted that, ideally, implementation would occur in 2021.

Chair Daniels called for a motion to accept the Vice President of Student Affairs report. Trustee Sutton made a motion to accept the Vice President of Student Affairs report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

13. Vice President Strategic Initiatives & Outreach Report: Chair Daniels called for the Vice President of Strategic Initiatives & Outreach (VPSIO) report. Ms. Tami Bartunek reported the following –

- Highlighted Rep. Sharice Davids' visit to campus for "Sharice's Shift," to work alongside staff in our Student Success Center. A great time was had by all and students stopped by for photos with Rep. Davids.
- Shared in a follow-up meeting with the manager of Ms. Rita Blitt, she asked whether Ms. Blitt would be interested in producing an artistic piece with the KCKCC students in our metal lab. We are awaiting feedback from Ms. Blitt.
- Last month, KCKCC was featured in an article in the KC Vision Book.
- Next month, the KCKCC Mission and Vision will be placed strategically on walls around campus.
- New KCKCC car wraps – 4 vehicles are completed. Working to have the KCKCC Fleet wrapped with KCKCC branding.
- Program Highlight Video shared for the Medical Assistant Program. Accredited certificate program. Machine Technology program highlight will film on Monday, February 24th.
- President of Honeywell will be on campus on Monday, Mar. 2nd.

Chair Daniels asked if there were any questions about Ms. Bartunek's report. Hearing none, asked for a motion to accept the Vice President of Strategic Initiatives and Outreach report. Trustee Ash made a motion to accept the Vice President of Strategic Initiatives and Outreach report. Trustee Sutton seconded the motion. **The Motion Carried.**

14. Chief Financial Officer Report: Chair Daniels called for the Chief Financial Officer's report. Mr. Michael Beach reported the following –

- Announced that Friday was deadline for midyear budgets for the Budget Review.
- Final closing for debt refinance has been completed.
- In process of completing the first round of an Extraordinary Cost Study by KBOR. About 25 programs have been reviewed.

- KCKCC Bookstore is doing well. The annual review by the external auditor completed with no violations. Kudos to the team!
- Facilities team continues to work well and complete great work.
- Police division continues to do a great job. Participated with SOAR this year and completed student and staff ALICE Training.
- College doing well with the budget and being fiscally responsible. Still less than 50% of the budget spent of the overall budget after 7 months on the year.

Mr. Beach asked the Board for any questions or comments. Vice Chair Criswell extended thanks to Mr. Beach and his staff for staying consistent with be vigilant in KCKCC's financial responsibilities. Mr. Beach shared the appreciation with the budget managers in the departments who are taking their financial responsibilities very seriously.

Chair Daniels asked for a motion to accept the Chief Financial Officer's report. Trustee McIntyre made a motion to accept the Chief Financial Officer's report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

15. **Chief Human Resources Officer Report:** Chair Daniels called for the Chief of Human Resources Report. Mr. Sean Burkett, Employee Relations Business Partner, made the report in Ms. McGee's absence.

- Highlighted that 12 new employees have been hired in the last couple weeks. KCKCC has extended a warm welcome and Mr. Burkett thanked the individuals that participate in the new employee onboarding services. He asked the Board if there were any questions regarding the report.

Trustee McIntyre mentioned that she was glad to see the new HR newsletter.

Chair Daniels asked for a motion to accept the Chief of Human Resources Report. Trustee Brown made a motion to accept the Chief of Human Resources Report. Trustee Sutton seconded the motion. **The Motion Carried.**

16. **Chief Information Officer Report:** Chair Daniels called for the Chief Information Officer's report. Mr. Peter Gabriel reported the following –

- Multifactor Authentication testing in IT has been completed; other offices being implemented for testing now.
- Configuration Manager software updated to support IT in working efficiently.
- Updates for HR office in Ellucian Colleague system to come.
- Updates for sound system in the KCKCC Field House for graduation are in the works. Improvements of sound systems have been recommended and parts are ordered. Installation will be complete by graduation.
- Thanked Mr. Pat Kelly, Academic Support Coordinator, for putting together support documentation for Multifactor Authentication for end users.

Mr. Gabriel asked the Board for any questions. Hearing none, Chair Daniels asked for a motion to accept the Chief Information Officer's report. Vice Chair Criswell made a motion to accept the Chief Information Officer's report. Trustee McIntyre seconded the motion. **The Motion Carried.**

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

18. **New Business:**

- Chair Daniels invited Dr. Beth Ann Krueger and Mr. Michael Beach to share with the Board the details regarding the Tuition and Fees for FY 2021. Citing the report, Mr. Beach pointed out that students 65 and older would be charged \$25-dollars per credit hour and \$45-dollars per credit hour for Wellness Center. Trustee Sutton asked about start date. Mr. Beach answered the new fees would begin July 2020. Trustee McIntyre thanked Mr. Beach and Dr. Krueger for the benefit. Chair Daniels noted that the College is holding the line for the students for tuition.

Trustee McIntyre made a motion to approve the tuition and fees for FY 2021 as presented. Trustee Sutton seconded the motion. **The Motion Carried.**

- Mr. Beach and Dr. Krueger continued with the proposed FY 2021 Special Course Fees. This is a state-driven initiative. The special course fees are the fees charged for students taking CTE course. The CTE course fees cover items that the students will take with them or items particular to students. The new fess will be communicated with our high school partners. Mr. Beach extended a huge thank you to Dean Runnebaum and her team for all their hard work. Dr. Krueger thanked all the deans for their contributions.

Trustee Sutton made a motion to approve the special course fees for FY 2021 as presented. Vice Chair Criswell seconded the motion. **The Motion Carried.**

- Chair Daniels invited each Board member to sign the KCKCC Board of Trustee Confidentiality and Nondisclosure Obligations of Trustees Policy, which is an annual, standard practice for the Trustees in acknowledgement of the expectation of the confidentiality and nondisclosure 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.

19. **Executive Session(s):** Chair Daniels acknowledged that there were no executive sessions. He called for a motion to adjourn the meeting.

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

The meeting of the Board of Trustees adjourned at **7:10 p.m.**

ATTEST:

Chairperson, Dr. Ray Daniels

Secretary, Dr. Greg Mosier



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Kansas City Kansas Community College
Board of Trustees Special Board Meeting Minutes
February 18, 2020

CONSENT AGENDA – Item A1
Meeting Minutes

The Board of Trustees met on Tuesday, February 18, 2020 in the Executive Board Room at Kansas City Kansas Community College - Main Campus.

Members Present: Dr. Ray Daniels, Mr. Don Ash, Ms. Evelyn Criswell, Ms. Linda Hoskins Sutton, Dr. Janice McIntyre, Ms. Pat Brune. Ms. Rosalyn Brown was absent.

The meeting was called to order at 4:05p.m. by Board Chair, Dr. Ray Daniels 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. Chair Daniels asked for a motion to add the following items to the meeting agenda: KCKCC Board contributions to the KCKCC Foundation Family Fund, brief update regarding the president's evaluation, and lastly, a discussion regarding the president's contract.

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

Chair Daniels encouraged the KCKCC Board of Trustees to contribute to the KCKCC Foundation. He shared that as the College begins the Capital Campaign, donors often want to know whether the Board is giving. It is most favorable if KCKCC can express that 100 percent of the KCKCC Board of Trustees give to the KCKCC Foundation. Chair Daniels emphasized that the amount given was not important.

Chair Daniels continued by reminding the Board that the President's Evaluation Forms were to be completed and returned to him by next Monday, February 24, 2020. The Board also discussed how the president's evaluation and deadlines would be handled in the future.

Lastly, Chair Daniels shared that the review of the president's current contract and creation of the next contract would begin soon. He asked that Risala send a copy of Dr. Mosier's current contract to the Board members.

Chair Daniels called for a motion for the Board to enter into executive session for 30-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.

Trustee McIntyre made a motion to enter in executive session for 30-minutes. Vice Chair Criswell seconded the motion. The executive session began at 4:14 p.m.

At 4:44 p.m., Chair Daniels called for a motion to return to open session. Vice Chair Criswell made the motion to return to open session. Trustee Brune seconded the motion. **The Motion Carried.**

The Board discussed the need for more time in executive session and determined that five minutes may suffice. Chair Daniels called for a motion to extend the executive session by 5-minutes.

Vice Chair Criswell made a motion to return to executive session for 5-minutes to continue the discussion of data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships with possible action to follow in open session. Trustee Brune seconded the motion. The executive session began at 4:46 p.m.

At 4:51 p.m., Chair Daniels called for a motion to return to open session. Trustee Ash made the motion to return to open session. Vice Chair Criswell seconded the motion. **The Motion Carried.**

In open session, Chair Daniels called for a motion to approve the contract with PGAV Architects. Trustee McIntyre made the motion to approve the contract with PGAV Architects. Trustee Sutton seconded the motion. **The Motion Carried.**

Chair Daniels called for a motion to advance the contract with PGAV Architects to the full Board for approval. Trustee McIntyre made the motion. Trustee Sutton seconded the motion. **The Motion Carried.**

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

The meeting adjourned at 4:57 p.m.

ATTEST:

Chairperson, Ray Daniels

Secretary, Dr. Greg Mosier

Recommendations for Payment

CONSENT AGENDA – Item B

March 17, 2020

- 1) Approval in the amount of \$27,252.00 to **Unified Government of Wyandotte Co.** for spring 2019 instructor fees. Requested by Beth Ann Krueger.
- 2) Approval in the amount of \$27,830.25 to **Martz Bros.** for deicing services (1/16/20 – 1/18/20). Requested by Michael Beach.
- 3) 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.
- 4) Approval in the amount of \$32,652.50 to **Tour Resource Consultants, LLC.** for partial payment for student participation in the Montreaux Jazz Festival (Switzerland). Requested by Beth Ann Krueger.
- 5) Approval in the amount of \$34,149.98 to **Myers Brothers** for lift replacement for Auto Technology program. Requested by Beth Ann Krueger.

February bills totaling \$3,444,832.37 includes January VISA bills of \$132,249.24.

Items for Ratification

CONSENT AGENDA – ITEM C

March 17, 2020

1. \$12,648.00 to **Lenovo Inc.** for computer hardware. Requested by Peter Gabriel.
2. \$12,647.51 to **City Wide Maintenance** for TEC-1 janitorial services for February 2020. Requested by Michael Beach.
3. \$11,314.16 to **Kansas Lawn & Garden** for February monthly installment for Main Campus. Requested by Michael Beach.
4. \$12,227.17 to **Pay-LESS Office Products, Inc** for furniture for Student Success & Career Center. Requested by Delfina Wilson.
5. \$14,331.24 to **BSN Sport** for athletic gear for baseball team. Requested by Delfina Wilson.
6. \$23,415.50 to **Martz Bros** for snow plowing services (1/23/20 – 1/25/20). Requested by Michael Beach
7. \$24,783.75 to **ConvergeOne Inc** for computer network services. Requested by Peter Gabriel.
8. \$15,250.00 to **The Center for Work Ethic Development** for advisor training (Grant Funded). Requested by Donna Shawn.
9. \$10,000.00 to **DI Associates Inc** for nursing consultation. Requested by Beth Ann Krueger.
10. \$20,600.00 to **Watermark Insights LLC** for Taskstream Software license renewal. Requested by Peter Gabriel.
11. \$10,395.00 to **Studio R LLC** for KCKCC branded vehicle wraps. Requested by Tami Bartunek.
12. \$11,000.00 to **Maxient LLC** for software for Student Services. Requested by Peter Gabriel.
13. \$15,938.00 to **MBS Service Company Inc** for annual software support fees. Requested by Peter Gabriel.

HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D

March 17, 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	Puletapuai, Cassandra	PT Prometric Proctor	Technology & Workforce Development	Academic Affairs	03/09/2020	\$15.00 per hour
New Hire	Cook, Kimberly	PT Prometric Proctor	Technology & Workforce Development	Academic Affairs	03/09/2020	\$15.00 per hour
New Hire	Putzke, Robert A.	Chief of College Police	Campus Police	Financial & Facility Services	03/02/2020	\$90,000 Annually
New Hire	Roche, Joseph F.	Adjunct- Industrial Electrical Technology	Electrical Tech	Academic Affairs	02/28/2020	\$833 per credit hour

New Hire	Slater, Zachary	Custodian I	Facility Services	Financial & Facility Services	02/23/2020	\$31,200 Annually
Rehire	Harris, Lissa J.	PT Prometric Proctor	Technology & Workforce Development	Academic Affairs	03/04/2020	\$15.00 per hour

**March 2020 Board Report
KCKCC Academic Affairs**

Academic Support and Assessment – Dean Cecelia Brewer

Center of Teaching Excellence (CTE)

Dr. Jelena Ozegovic, Associate Professor of Psychology and Dean Jerry Pope presented *Lessons Learned: How a General Education Review Informed our Assessment Process*, during a poster session, at the American Association of Colleges and Universities (AACU) General Education Assessment Conference on February 20, 2020.

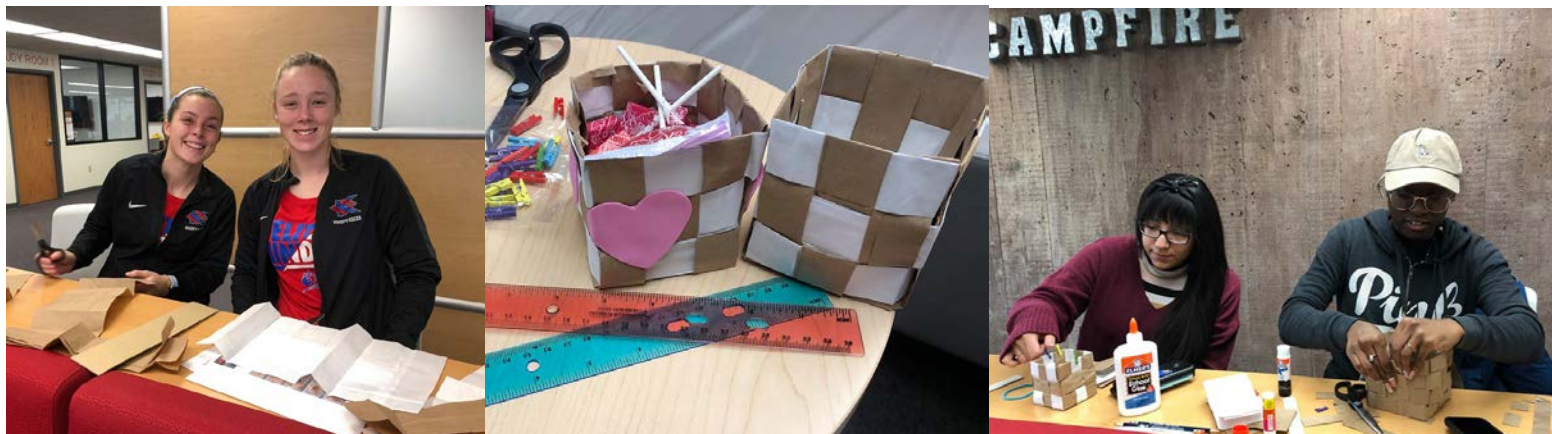
The February Academic Symposium titled: *The Invisible Truth: The Black Male Experience in Education* was presented by Marquis Harris, Intercultural Center Coordinator and Robert Roberson III, Student Success Advisor on February 25, 2020 (see photos below). A video of the symposium is available on:
https://kckcc.libguides.com/Learning_Commons/academicsymposium



Learning Commons

Learning and Library Services successfully completed the development of course and program learning outcomes. Both are being assessed during spring 2020 with program review to follow fall 2020.

On February 11, 2020, Learning & Library Services hosted a MakerSpace event (see photos below). Students were able to craft baskets and fill them with sweets in celebration of Valentine's Day.



March 2020 Board Report KCKCC Academic Affairs

On January 16, 2020, the Math & Science Center held an in-service for the Faculty and Peer Tutors (see photo below). The tutors discussed tutoring scenarios and best practices to prepare for the semester ahead. The Math & Science Center provides walk-in tutoring for all KCKCC math courses, Biology, Microbiology, Chemistry, Physics, and Electronic Circuits. Additional math and science tutoring is also available at the Pioneer Career Center.



The Library sent interlibrary loan (ILL) items to both Harvard University and The Mayo Clinic in February. Both requests were for journal articles to which KCKCC subscribes and catalogs into The Morgue (the only citation index of mortuary science journals in the world).

In partnership with the Science department, the Library now has human anatomy models on reserve for student use. Within minutes of making the human anatomy models available, nursing students were using the 3D models as well as technology in the Learning Commons' Active Learning Classroom for study purposes (see photos below).



**March 2020 Board Report
KCKCC Academic Affairs**

Arts, Communication and Humanities – Dean Jerry Pope

The KCKCC Debate Team is in the midst of spring tournaments and has captured several awards.

- a. Kansas Wesleyan in Salina
 - i. IPDA Debate -- Nathan Newby and Teala Sadler 4th place; 3rd best overall speaker Nathan Newby.
 - ii. Lincoln-Douglas Debate -- Nadeline Sprague Top Seed finishing 3rd place; Nadeline receiving 3rd place speaker award; Teala Sadler receiving 6th place speaker award.
 - iii. Sweepstakes Awards -- Nadeline Sprague 2nd overall; KCKCC Top Community College in Debate Sweepstakes; KCKCC 2nd place in Overall Sweepstakes in Debate among all 2 and 4 year schools from 20 Colleges and Universities.
 - iv. Nationals Qualifications -- Nadeline Sprague qualified to NFA Nationals, joining previously qualified teammates Nathan Newby and Teala Sadler.
- b. Harper College in Palatine, IL
 - i. Group Communication -- Nathan Newby receiving Bronze; Royal Sullivan receiving Silver; and Teala Sadler winning Gold as Tournament Champion.
 - ii. IPDA Debate -- Royal Sullivan and Nathan Newby both receiving Silver.
 - iii. Impromptu Speaking -- Royal Sullivan receiving Bronze.
 - iv. Speaker Awards -- Nathan Newby 2nd overall in Parliamentary Debate; Royal Sullivan 1st place Top Speaker in IPDA Debate.
 - v. Sweepstakes Awards -- KCKCC 2nd place overall in Debate; and 5th place overall in Combined Debate and Forensics out of 21 Community Colleges and Universities.

Mr. James Mair, Professor of Music, will be a guest clinician at the Drury University Jazz Festival in Springfield, MO, on Saturday, March 7.

On February 24 and 25, the sculpture and ceramics students of Mr. Gregory Byard, Instructor and Coordinator of Art, received valuable insight by attending a visiting artist's lecture and demonstration at the University of Kansas in Lawrence. Several students of the Art and Digital Imaging Design Departments, in conjunction with the Student Art Society, traveled to Bentonville, AR, to visit the Crystal Bridges Museum of American Art in early March.

Ms. Sarah LaBarr, Adjunct Instructor of Music, will be singing in the Quality Hill Playhouse production of "Broadway Through The Decades" from March 6 – April 5. Show information is available at www.qualityhillplayhouse.com.

Dr. Jelena Ozegovic, Professor of Psychology and Faculty Director of the Center for Teaching Excellence, and Mr. Jerry Pope, Dean of Arts, Communications and Humanities, presented a poster session entitled "Lessons Learned: How a General Education Review Informed our

March 2020 Board Report KCKCC Academic Affairs

Assessment Process” at the Association of American Colleges & Universities (AAC&U) 2020 General Education, Pedagogy, and Assessment Conference held from February 20 – 22, 2020 in Jacksonville, FL. The two are currently in discussion with the editors of the *Journal of Higher Education Theory and Practice* about submitting an article based on the session for an upcoming issue. Dr. Todd Gordon, Professor of Biology, and Dr. Leslie Watkins, Associate Professor of Biology, also attended the conference.

Dr. Justin Binek, Assistant Professor of Music, is wrapping up a whirlwind stretch of clinics, adjudications, and performances at seven jazz festivals and conferences in nine weeks. The month of February saw Dr. Binek serve as a guest clinician at the Liberty Lightning and Kirkwood Community College Vocal Jazz Festivals in northeast Iowa. At Kirkwood, Dr. Binek's trio (featuring bassist Andrew Stinson, Adjunct Professor of Music at KCKCC, and drummer Brian Steever) was the headlining act for the festival, joined by singers Kate Reid (head of the vocal jazz program at the University of Miami) and Marion Powers (voice faculty at the University of North Texas). This stretch of performances concluded the first week of March, which saw Dr. Binek join KCKCC's John Stafford, Associate Professor of Music, and renowned Colorado educator Janice Vlachos in co-leading five vocal jazz interest sessions at the first-ever Vocal Jazz Immersion Day at the American Choral Directors Association: Southwest Division (SWACDA) Conference in Little Rock on March 4; KCKCC's The Standard Vocal Jazz Ensemble also performed at SWACDA on March 5. Immediately following SWACDA, Dr. Binek traveled to Tempe, AZ, to perform with saxophonist Arthur White (Director of Jazz at California Polytechnic University-San Luis Obispo) at the North American Saxophone Alliance conference on March 8.

Dean Pope's note about SWACDA: Renowned vocal jazz arranger Kerry Marsh was scheduled to be the featured presenter at the Vocal Jazz Immersion Day, but was unable to attend at the last minute. On Monday, March 2, Dr. Binek and Professor Stafford had a conference call with Janice Vlachos in which they quickly reconfigured several of the sessions, planned some new handouts, and determined how to cover everything that needed to be covered with less than two days' preparation. Few colleges and universities in the country have even one vocal jazz faculty member who could make this happen, let alone two, and it is a tribute to KCKCC!

The “Equity & Justice Concert,” held on February 29, 2020, and in collaboration with the Kansas City Women's Chorus, was a fantastic celebration of Black History Month. A brief excerpt of the choir can be heard [here](#) (see photos on next page).

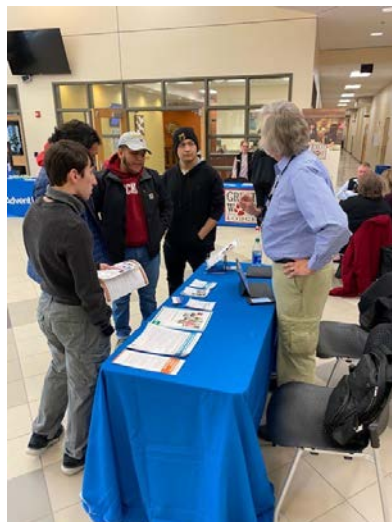
**March 2020 Board Report
KCKCC Academic Affairs**



**March 2020 Board Report
KCKCC Academic Affairs**

Career and Technical Education – Dean Chef Cheryl Runnebaum

The Kansas City Kansas Community College – Technical Education Center (KCKCC-TEC) held a part-time job fair for students on February 6, 2020. Ten companies participated in the event to help students get part-time positions while obtaining their education (see photos, below).



KCKCC-TEC Nail Technology Instructor Mr. DeShawn Bailey used a KCKCC official vehicle to transport students to Topeka, Kansas to take the Kansas Board of Cosmetology exam. All of the students passed the Boards! Mr. Bailey exemplifies a “culture of excellence.”

KCKCC will host the BotsKC (robotics) competition event on April 24-25, 2020 at the KCKCC fieldhouse.

Mr. Lukas Wilson, Multimedia/Video Production (MMVP) student, began a full-time position with Motovike Films in Topeka, KS where he will be editing video projects.

Ms. Karna Biswa, MMVP student, completed a Nepali Language Music video for Rhythm Entertainment Nepal. It currently has nearly 6,000 views. Other MMVP students helped with the video, including Mr. Robert Goodwin, Mr. Joe Ezzell, Mr. Thomas Stockman and Mr. Dawson Mesh. The video can be seen at: <https://youtu.be/In7BEw39Osc>. It was reviewed by DCnepal.com:

https://www.dcnepal.com/2020/02/126138/?fbclid=IwAR3RnX2Xlpw2xPTXURNVD5pOfLYVAHE1VNDTIBttXWIHiGtg1N9DKuY_Iwo.

It was also reviewed by BRTNEPAL.com:

<https://www.brtnepal.com/2020/02/14/105219.html?fbclid=IwAR2O3uLq2U5XvAYVWHmE8gCCZF46C1NZTyijm2ib7z2hYZMIO1Cn1X65TdE>

March 2020 Board Report KCKCC Academic Affairs

MMVP students Mr. Robert Goodwin, Ms. Lynesha Martin, Ms. Ja'Tai Matthews, and Mr. Thomas Stockman created and submitted a National Safety Video on Automotive Technology to SkillsUSA, who is partnering with CareerSafe for a contest. Winners will be announced in April (see photo, below).



Ms. Lupita Luna, MMVP student, sang, filmed, and edited the cover “Los Laureles” in the MMVP studio lab. Ms. Luna also posted the completed video on YouTube, and as of today, the video has more than 800 views. https://www.youtube.com/watch?v=SwYT_13Hpo0

Another work was completed by Ms. Lupita Luna and Ms. Aileen Cornejo for the cover “En Peligro de Extincion.” The completed video can be viewed on YouTube, and as of today, has more than 1000 views. <https://www.youtube.com/watch?v=va-7ookfAqU>

MMVP student Mr. Dawson Mesh participated in the Wabash Cannonball 2020 K-State Fundraiser at the Overland Park Convention Center as a camera operator.

KCKCC-TEC hosted Middle School Career Events on March 3 and 4, 2020. More than 650 students from nine middle schools experienced 14 different TEC programs. Students of TEC programs teach and work with the middle school students on skills in their programs (see photos, below).



March 2020 Board Report KCKCC Academic Affairs



March 2020 Board Report KCKCC Academic Affairs

Mr. Brian Patrick, Assistant Director of Cultural Outreach, Mrs. Barbara Clark-Evans, Director of the Intercultural Center and Mr. Marquis Harris, Intercultural Center Coordinator chaired the committee to bring BizFest to KCKCC on February 12th and 13th. This huge undertaking would not have been possible without their leadership, other members of the committee, and countless other personnel from the community college. BizFest wrapped up at Johnson County Community College on February 15th.

Highlights include: First place awarded to Neymara Freeman, a student at Sumner Academy for her business plan to operate a pet food truck. Fifth place awarded to Nelson Trejo from Turner High School. KCKCC is proud of the Wyandotte County high school students for their efforts. Even though the schools (and buses) were cancelled on Thursday, the students arranged their own transportation and made it to the TEC to participate. They were so motivated.

KCKCC – Pioneer Career Center (PCC) Culinary Arts students completed the Food Production III appetizer and hors d'oeuvres practical (see photos, below).



The KCKCC-PCC hosted Let's Get Cheesy! A Higher Learning Commission (HLC) session that took place January 31, 2020 to discuss what to expect during the March HLC visit and talk about the vision and mission of the college (see photo, below).



March 2020 Board Report KCKCC Academic Affairs

Ms. Melissa Davis, Student Success Advisor for PCC, and Ms. Ashley Irvin, Student Success Advisor at TEC, spoke to the sophomore class at Lansing High School. The advisors gave a PowerPoint presentation on the programs at PCC, TEC, and Main Campus.

The KCKCC-PCC Electrical Technology students finished a basement project at First United Methodist Church in Leavenworth, KS. Students installed 10 receptacle outlets with all the wirings, boxes, and accessories and installed 50 feet of Wiremold raceways with all the wirings, and accessories. These two installations used 165 feet of #12 (black, white, and green) stranded wires (see photos, below).



The KCKCC-PCC Electrical Technology students worked on a project for a resident in Leavenworth replacing a ceiling fan with a chandelier (installation and all wiring). The students installed and wired three-flushed mount ceiling light fixtures (see photos, below).



**March 2020 Board Report
KCKCC Academic Affairs**

Mr. Marshall Dominguez, Business and Industry Services Manager, supported the Men of Color program at the college on February 11, 2020.

Ms. Marcelyn Humphery, Administrative Assistant, and Dr. Alicia Hooks, Director of Technology and Workforce, met with Startland to discuss expansion of the Most Entrepreneurial City in America program on February 14, 2020.

Ms. Marcelyn Humphery, Administrative Assistant, and Dr. Alicia Hooks, Director of Technology and Workforce, met with MidAmerica Regional Council to identify data to support workforce solutions for those who are other-abled on February 18, 2020.

Mr. Marshall Dominguez, Business and Industry Services Manager, Ms. Dara Canady, Client Accounts Specialist, and Dr. Alicia Hooks, Director of Technology and Workforce, traveled to Topeka to meet with the transportation authority, vocational rehabilitation and voucher staff at the state level to further identify and clarify the strategies needed to support students transitioning into the community college with physical disabilities on February 20, 2020.

Health Professions – Dean Dr. Tiffany Bohm

The Fire Science program will be offering a Building Construction for Fire Protection class to Lawrence Fire Department employees this summer.

The Nursing program had a two-day meeting with their consultant, Mrs. Donna Ignatavicius, March 3-4, 2020. During this session, they rewrote joint mission, philosophy, and scope of practice statements for the Associate Degree Nursing (ADN) and Practical Nursing (PN) programs. Additionally, they reviewed all new course development that has occurred over the past 18 months, evaluated the pharmacology sequence of courses, and developed new summative evaluation tools for all clinical courses. Mrs. Ignatavicius also observed a classroom session and provided feedback to the instructor as well as provided all faculty training on active learning strategies that are effective in the nursing classroom.

Nursing administration and advisors have developed joint application materials for all students applying to the ADN or PN program. This allows students to apply for one or both programs with a single application and lessens duplication of efforts. It is anticipated this will also provide students who are not successful with applying to the ADN program an opportunity to start their career in nursing sooner through the PN program. With a trial this spring, 29 out of 85 ADN applicants (34%) indicated they would like to be considered for the PN program if they are not accepted to the ADN program.

Mrs. Michele Avery, PTA Program and Clinical Coordinator, was part of a seven-person national task force charged with researching the state of PTA education over the past two (2) years. The group presented their findings at the American Physical Therapy Association's Combined Sections Meeting in Denver, Colorado in February 2020.

**March 2020 Board Report
KCKCC Academic Affairs**

Ms. Audrey Campbell, PTA program graduate, was selected as the PTA Clinical Instructor of the Year for the Central Consortium of Clinical Educators.

Mr. Matt Kaiser, PTA program student, was selected as the Kansas Physical Therapy Association's PTA Student of the Year. The award will be presented to him in April at the KPTA Spring Conference. Mr. Kaiser is the fourth KCKCC PTA student since 2012 to receive this award.

There will be a Simulation Center Open House on Monday, April 6, 2020, from 1:00-5:00pm in the Simulation Lab, located in the Flint Building on KCKCC Main Campus.

Emergency Medical Education program graduate outcomes:

EMR/EMT Data	KCKCC Pass Rate	Kansas Pass Rate	National Registry Pass Rate
Kansas BLS – Practical Exam	2019 – 88%	2019 – 66%	N/A
National Registry – Written Exam	2019 – 82%	<i>2019 – not reported</i>	2019 – 78%
	3-Year rolling period: 77%	3-Year rolling period: 72%	3-Year rolling period: 81%

Paramedic Data 3-year rolling period	KCKCC Pass Rate	Kansas Pass Rate	National Registry Pass Rate
National Registry – Written Exam	95%	94%	88%
<i>2017 cohort</i>	88%	Not tracked by KS	90%
<i>2018 cohort</i>	100%	Not tracked by KS	89%
<i>2019 cohort</i>	100%	Not tracked by KS	85%
National Registry – Psychomotor Exam	97%	Not reported	Not reported
<i>2017 cohort</i>	94%		
<i>2018 cohort</i>	100%		
<i>2019 cohort</i>	100%		
Job Placement	97%	Not reported	Not reported
<i>2017 cohort</i>	93%		
<i>2018 cohort</i>	100%		
<i>2019 cohort</i>	100%		

**March 2020 Board Report
KCKCC Academic Affairs**

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

Saturday Academy had a great turnout for the Parent Breakfast February 8, 2020.

BizFest was held February 12-15, 2020. Dr. Edward Kremer, Dean of Math, Science and Business Technology attended the BizFest luncheon at the TEC and helped students learn to tie their ties. Allen Lenoir, Professor in the Business Department served as a mentor for the BizFest. Lakshmy Sivaratnam, Professor, Math, Science and Business Technology, presented on the topic of “Financial Planning” on Thursday and Friday during the BizFest and also worked with the students on Friday and Saturday.

Professor Lakshmy Sivaratnam was nominated to serve for a second 3-year term on the Board of Directors for ACBSP (Accreditation Council for Business Schools and Programs). Voting by the members at large will occur during our June Annual Conference.

On February 27, the Wellness Center Faculty participated in a team-building event to cook for Hospice Care in Kansas City. They made nine huge casseroles that were donated to Hospice Care. The Hospice Care director thanked them and told the group that many of these meals go to the In-Home care because the sick individuals are not bringing in an income or their caregiver is not working. It really was a great team building adventure. Several retirees came to help us as well. The team from KCKCC included: Julia Bichelmeyer, Susie Myers, Valerie Webb, Tony Saunders, Coach Hobson, Deb Likins, Trish Joyner, Ron Wollenhaupt, and Pam Hall (see photos, below)



Angela Consani, Assistant Professor Biology, took her Bio-Manufacturing students to the Stowers Institute for a tour of their laboratories on February 20 (see photo, below).



**March 2020 Board Report
KCKCC Academic Affairs**

Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

Dr. Ron Malcolm, adjunct sign-language instructor in the SBSPPS division, wrote an article entitled “My Child with Autism is Afraid to Have Vision Checked” that was recently published in the *Autism Parenting Magazine*. In his article Dr. Malcolm writes, “Some children with autism experience tremendous anxiety when it comes to time to visit an ophthalmologist” and he proceeds to offer 10 useful steps parents of children with autism can try to reduce the stress their children experience when getting an eye exam.

On Saturday, February 29th, the Kansas City Kansas Community College’s Political Science department (Dr. Ewa Unoke) partnered with the University of Kansas Center for Latin American and Caribbean Studies (CLACS), the Metropolitan Community College and Donnelly College to organize the first summit/simulation of the Organization of American States (OAS) in the KC metro area. During the summit, held at the KU Edwards’ campus in Overland Park, Kansas, the KCKCC delegates/diplomats represented eight Latin American countries. The students researched and debated national and regional issues affecting Latin American countries. Issues covered included immigration, poverty, crime, drugs, violence, human trafficking and environmental concerns. Students offered resolutions to address these issues.

The OAS resolutions from the KCKCC delegation won first, second and third place prizes. Because of their performance, the KCKCC delegation has been invited to attend regional summits in Mexico and Cuba scheduled for March and June (respectively) of this year. Dr. Unoke has been invited to join the planning committee of the KU CLACS.

BOARD OF TRUSTEES REPORT

March 2020

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

Coronavirus monitoring and preparation: Kansas City Kansas Community College is actively monitoring the worldwide spread of the respiratory illness COVID-19 (also known as novel coronavirus). We assembled a working group of health professionals and key campus leaders to plan and coordinate a contingency plan. We are working on reviewing, updating, and communicating contingency plans.

The college nurse is maintaining open communication with the state health department and the Wyandotte County Health Department who are working very closely with the CDC (Centers for Disease Control and Prevention). We will continue to share updates and additional information with the college community. As extra precautionary measures, we ordered several Respiratory Hygiene Stations that will be installed across campus and at our other sites. The stations will include items such as face masks, tissues, and hand sanitizer. This will also help with the spread of influenza.

HLC: Completed the HLC Mock sessions and hosted the HLC peer reviewers March 2-3, 2020. We appreciate everyone's active participation during the HLC visit. We celebrated the end of the HLC visit on Friday, March 6, 2020 with cake and refreshments across campus.

Participated in several Facility Master Plan meetings.

Participated in the completion and presentation of the Student Housing Scope of Work.

ENROLLMENT MANAGEMENT - TINA CHURCH LEWANDOWSKI, INTERIM DEAN

Enrollment Report

- Spring 2020 enrollment comparison (March 9, 2020, compared to March 11, 2019)
 - Headcount is down -4.99% (a decrease of 269 students), and credit hours are down -3.54% (a reduction of 1699 credit hours) for the spring 2020 semester.

Spring 2020 headcount comparison

Campus	Headcount			
	02.10.2020	02.12.2019	Change #	Change %
	Spring 2020	Spring 2019		
BL	8			
DWNTN	16			
FRSC	20	32	(12)	-37.50%
HS	962	944	18	1.91%
MC	2,364	2,589	(225)	-8.69%
OC	294	258	36	13.95%
OL	1,768	1,903	(114)	-5.99%
PION	253	274	(21)	-7.66%
TEC	760	790	(30)	-3.80%

USDB	54	54	-	0.00%
Total	5,118	5,387	(269)	-4.99%

Spring 2020 credit hour comparison

Campus	Headcount			
	02.10.2020	02.12.2019	Change #	Change %
	Spring 2020	Spring 2019		
BL	24			
DWNTN	45			
FRSC	191	225	(34)	-15.11%
HS	5,075	5,413	(388)	-6.24%
MC	17,320	18,820	(1,500)	-7.97%
OC	1,718	878	840	95.67%
OL	10,517	10,827	(310)	-2.86%
PION	1,985	2,094	(109)	-5.21%
TEC	8,989	9,342	(353)	-3.78%
USDB	403	367	36	9.81%
Total	46,267	47,966	(1,699)	-3.54%

Spring 2020 student demographic data

Race/Ethnicity	Spring 2020	Spring 2019	Change #	Change %	Spring 20 - %
American Alaska Native	33	33	-	0.00%	0.64%
Asian	234	252	(18)	-7.14%	4.57%
Black or African American	929	1,087	(158)	-14.54%	18.15%
Hawaiian Pacific Islander	13	7	6	85.71%	0.25%
Hispanic	1,133	1,319	(186)	-14.10%	22.14%
Multi-racial	238	235	3	1.28%	4.65%
Unknown	222	112	110	98.21%	4.34%
White	2,089	2,342	(253)	-10.80%	40.82%
Non Resident	227		227		4.44%

All enrollment data was provided by Institutional Research on 3/9/20.

OFFICE OF ADMISSIONS - TINA CHURCH LEWANDOWSKI, INTERIM DEAN

Personnel

- We have identified the top candidates for the Admissions Specialist I - Operator and the High School Partnership Coordinator II positions. We anticipate interviewing candidates later this month. One of our Admissions Recruiting Coordinators has resigned, and we will begin the process to rehire this position.

Wyandotte High School “Downtown” location

- A presentation has been done to the Employment Consortium Meeting.
- A meeting has taken place with K-State Research and Extension.
- An informational meeting has taken place with the director of the Boys and Girl Club.
- Speaking opportunities have taken place with the Emergency Assistance Coalition.
- A news article has been done with El Hispano newspaper.

High School Partnership Program

- In collaboration with the TEC Center, we hosted a breakfast information session for partnership counselors and principals on February 27, 2020.
- In April, we will visit each high school to complete fall enrollments.

STUDENT SUCCESS CENTER - SHAY DODSON, LEAD ADVISOR

On-Campus Advising / Type of Visit (in-person visits/students who signed in at MAIN SSC, TEC, or PION)	MAIN	PION	TEC
General Advising	87	12	104
Graduation Check	47	6	33
Graduation Planning	5	7	2
New Enrollment	11	1	3
Returning Enrollment	16	1	2
Schedule Adjustment	3	0	1
Withdrawals	18	5	4
Drops	10	0	0
Financial aid exclusion	3	0	0
Major Change/update	3	0	0
Dismissal/Reinstatement	1	0	1
TOTAL	204	32	150

Walk-In Advising	103		
Advising Appointments	101		
GRAND TOTAL	204	32	150

Off-Campus Advising / Enrollment

KCPD Police Academy	0		
Amazon Fulfillment Center	0		
TOTAL	0	0	0

DISCIPLINARY BARRACKS - Marcia Irvine (Director, PCC)	
Purpose of Visit	Total
General Advising	21
Graduation Check (apply for graduation)	
Graduation Plan	6
Dismissal/Reinstatement	
Schedule Adjustment	2
Returning Enrollment	
New Enrollment	2
Other	1
Withdrawal / Drop	
GRAND TOTAL	32

ONLINE ADVISING (MAIN CAMPUS)

*counts do not include advisor replies

General Advising (not including responses)	22
Enrollments	0
Appointment Requests / Scheduled	20
Withdrawal Requests / Drops	2
TOTAL	44
Online Class Advising Data / ocadvisor@kckcc.edu & online Advising form / Marshall	41
General Advising (not including replies)	5
Enrollments	46
TOTAL	

INDIVIDUAL ADVISOR EMAIL DATA (Main Campus)

Email ADVISING	Email WITHDRAWALS	Email ENROLLMENTS
266	60	12

WITHDRAWAL & DROP REASONS / ATTRITION:

Attrition Reasons (in person)	MAIN	PION	TEC
Fell behind, can't catch up, or failing course	5		
Course no longer required (major change)	1	1	
Family care/childcare		1	1
Financial Difficulties			
No Financial Aid / FA exclusion			
Physical Health Concerns	2		
Disliked course subject matter			1
Mental Health Concerns			
Time Management/lack of time	1		
Transferring / where/what program?			
Work conflict	3	1	
Instructor concerns	1		1
Online Difficulties			
Other - Personal reasons	5	1	
Other - not disclosed		1	
TOTAL	18	5	0
Full-term withdrawal / Retention Surveys Collected	1	2	

Drops and withdrawal requests occur with an advisor in person, over the phone, or via email. These recorded in Advising do not include students who submit an online withdrawal form, or who fill out a paper withdrawal form in the Registrar's office.

Full-term withdrawal survey results	MAIN	TEC	PION
Student withdrew from all classes; student met goals while at KCKCC, leaving for financial, academic, and scheduling conflict reasons. Reports extremely satisfied with all enrollment and advising services and will attend KCKCC in the future		1	
Student withdrew from all classes; Did not meet academic goals, attended KCKCC for 3 weeks; leaving due to family medical issue, plans to return in the future- very satisfied with all enrollment and advising services at KCKCC		1	

ADVISOR REPORTS

Christopher Munoz

- Transfer Club Advising & College Tour
 - Feb 12th - club toured Park University - 7 students attended
 - Feb 19th - general membership meeting. President stepped down, and Vice President is now the President
 - Feb 21st - met with student activities and trio coordinators to plan MO college tour trip

- Feb 27th - club hosted Saint Mary University Pizza Take Over; 17 students officially signed in; 35-40 students attended
- Feb 28th - club attended K-State Transfer Day - 6 students attended
- Working on scheduling annual leadership conference in April
- Feb 29th - student leadership attended mandatory student senate meeting
- Training
 - *Attended Using Gen Z Social Norms* to increase college student engagement
 - Attended academic symposium on the Black Male Experience
 - Attended HLC Training

Marshall Jackson

- Attended academic symposium on the Black Male Experience

Robert Roberson

Student Athlete Schedule Adjustments	
Baseball	3
Men's Basketball	2
Women's Basketball	0
Golf	1
Volleyball	0
Softball	0
Soccer	0
W. Soccer	3
Total	9
New Student-Athlete recruit visit and advising	1

2/25/2020 Co-Presented with Marquis Harris at the Academic Symposium

Title: The Invisible Truth: The Black Male Experience in Education Length: 75 Minutes

Video Link [The Invisible Truth- The Black Male Experience in Education](#)

Objectives:

- 1) Identify and discuss the historical context of the African-American Experience in Education.
- 2) Identify and discuss elements of the Black male identity.
- 3) Dissect the cause and effects of hyper-athletic socialization of Black males.
- 4) Create and discuss solutions to address hyper-athletic Black male socialization in higher education.
- 5) Communicate best practices to promote academic success for Black Male Students.

The purpose of this session is to shed light on the invisible truth of the Black Male experience in education. This interactive session will explore the stereotypes, athletic socialization of black males, and strategies to help better prepare current and future generations for a positive educational experience. This session will particularly benefit mentors of Black male students, academic advisors, coaches, and instructors who are curious in learning how to help Black males succeed in higher education.

Why do you think your presentation would be of interest to the KCKCC community?

There is an invisible truth that Black male students deal with on our campus every day, and most people are unaware of it. As presenters, we will seek to deconstruct and rebuild a new framework

for Black male students in higher education by shedding light on this invisible truth. Presenters will challenge participants to help shift the paradigm that society has created about the Black male identity. Athletic success does not have to be mutually exclusive from academic achievement, and as higher education professionals, it is our job to help all students succeed on and off-campus.

Shay Dodson, Interim Lead Student Success Advisor

- **Advising activity**
 - 2/10/2020 Advisors attended Columbia College Partnership Advisor Meeting. Columbia college reps came to KCKCC to train and educate advisors on their transfer degrees
 - I and 6 other Student Success Advisors participated at the “Together We End Sexual Violence” workshop
- **Retention efforts**
 - Ongoing meetings with students who were reinstated this semester after being dismissed in Fall 2019
 - Advisors are reaching out to students who submitted online withdrawal forms to the Registrar’s office to follow up with them regarding their progress toward graduation
- **In development**
- **Advising & Retention Technology**
 - [Ellucian Student Planning](#) / ongoing prep for go-live
 - Student Planning is a function of our student information system that will allow students and advisors a dynamic, interactive, and easy-to-use (and interpret) way to plan their path to graduation. Student Planning will take the place of ‘degree audit’ for students
 - Advisors are currently testing student planning and documenting any issues
 - [Ellucian ADVISE CRM](#)
 - Current phase: technical implementation. The ADVISE CRM which will allow advisors to more proactively connect with assigned advisees, track retention and student performance, help students plan and track academic goals, and will provide a more robust early alert system for KCKCC. Features include PC-to-text capability and targeted, timely communications, especially to at-risk student groups.
- **Career Services Technology (Mark Turner, project lead)**
 - [AstrumU](#) planning meeting w/ Mark Turner and representatives from AstrumU
 - AstrumU is software that will connect employers to skilled students and will connect students to employment and internships based on their skills and abilities gained during their college education at KCKCC
- **Web Resources for Students**
 - Transfer Advising Tools website (in progress): I asked that Chris, Allison, and Brady work on a Transfer Advising Tools website similar to what other schools have, to make the transfer-advising and transfer-equivalency process more accessible for students to navigate when exploring opportunities after they graduate from KCKCC

STUDENT FINANCIAL AID OFFICE- MARY DORR, DIRECTOR

Financial Aid Applications Received as of March 4

Academic Year	Total Number of Records	Records Received in February
2019-2020	10,206	173
2018-2019	12,633	183
2017-2018	12,711	200

Financial Aid Disbursed to Student Accounts as of March 4

	FALL	SPRING	TOTAL
2019-2020	\$6,135,587	\$4,169,094	\$10,304,681
2018-2019	\$6,907,893	\$4,781,382	\$11,689,275
2017-2018	\$7,338,506	\$4,871,024	\$12,209,530

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

2020-2021 Financial Aid Processing

- The set-up has been completed for 2020-2021, and the first batch of FAFSA applications has been received for the 2020-2021 academic year. Notices have been sent to students regarding the status of their application. Pell Grant award offers have been sent to eligible students who have complete files.

Academic Year	Number of FAFSAs Received	Number of Students Awarded
2020-2021	2502	662

Loan Default Draft Rate

- The US. Department of Education has released a draft of the 2017 three-year cohort default rate for Kansas City Kansas Community College. The default rate is 9% based on 865 students going into repayment, with 78 of these students going into default.

Personnel

- The Financial Aid Coordinator I, Summer Bond, has submitted her resignation. We will begin the search process for her position soon.

REGISTRATION AND RECORDS - THERESA HOLLIDAY, REGISTRAR

Student Record Services

FERPA forms	6
Information Updates	33
Major Changes	58
Transcript Requests	4
Notary Assistance	1
Residency	2
Address Correspondence	48
Student Withdrawal Requests	169

Administrative Withdrawal	41
U.S. Office of Personnel Mgmt. Enrollment Verifications	23
Letter of Non-Attendance	3
Loan Deferments	6
Employment Requests	7
Grade Changes	14
Repeat C Grade Requests	0
Military Credit Evaluations Completed	7

Enrollment Services

Schedule Adjustments	54
Reinstatements	0
No-Show Processing	407
Late Withdrawal Process	0

Transcript Services

Incoming transcripts processed	158
Outgoing transcripts processed	1110

Graduation Services

Degree Checks Processed	206
Degrees and Certificates Conferred for fall 2019	231
Students who applied for graduation and did not meet the requirements	0
Diploma Order Mailing	204
Back Date Diploma Orders	0
Re-order Diplomas	0
Diplomas/Certificates	0

Graduation Activities

- Meeting, planning, and invitations sent to all students who have completed their degree paperwork to invite them to the Graduation and Transfer fair to be held on March 11th.
- Mini Graduation meetings held with Buildings and Grounds, Student Activities, KCKCC Police Department, the Bookstore, and email communications with the Print Shop and Faculty Senate to begin planning for Commencement 2020.
- Meeting with stakeholders to discuss the degree check deadline since the graduation program will be outsourced this year.

Registrar Office Activities

- Meetings with Parchment to discuss operations and changes to enhance student success.
- Planning for Student Self Service launch.
- Planning for De-registration for non-payment, communications, etc.
- We are meeting to discuss Waitlist future planning, communications, etc.
- We met to discuss students on Academic Probation and dismissal.
- Presented at Dean's Council to discuss removing the 15 credits between degrees requirement and the one Degree conferring per semester policy.
- We met with Rob Crane to begin planning the changes regarding enrollment in the Wellness Center.
- Collaborated in the design and implementation of the revised Concurrent Enrollment Add/Drop form and the withdrawal form in conjunction with Admissions, TEC, Pioneer, and other stakeholders.

Co-Curricular Activities

- Susan Pedroza, Part-time Technical Assistant, and Jerrica Lock Technical Assistant attended the Lunch and Learn Developing Networking Skills on 2/19/2020.
- Susan Pedroza, Part-Time Technical Assistant, attended the Coffee Talk Webinar Improve Your Recruiting Strategy on 2/26/2020.
- We created packets for the academic divisions that included reinstatement forms, administrative withdrawal forms, and the transcript posting instructions.
- Registrar's Office team members attended several of the HLC mock sessions.

TESTING SERVICES - FAITH MOODY, TESTING SPECIALIST

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

Total Placement Tests This Semester

Spring 2020*	Spring 2019	Spring 2018
717	2375	1924

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

February Placement Test sessions

Year	Main Campus	PCC	TEC	High Schools	Distance Education	Total
February 2020	22	6	6	380	0	414
February 2019	235	56	27	52	3	373
February 2018**	185	39	41	56	0	321

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

February Developmental Numbers

Year	Test Sessions for:	Reading Placement	Composition Placement	Math Placement	Overall
February 2020**	# Administered	357	278	127	414
	Developmental	280	304	64	323
	% Developmental	78%	80%	50%	78%
February 2019	# Administered	257	268	219	373
	Developmental	150	161	164	275
	% Developmental	58%	60%	75%	74%
February 2018	# Administered	206	217	212	321
	Developmental	121	130	159	241
	% Developmental	59%	60%	75%	75%

PIONEER CAREER CENTER - MARCIA IRVINE, DIRECTOR

2/3/20 KCKCC PCC hosted and provided a tour for Chapter AD P.E.O a philanthropic organization where women celebrate the advancement of women; educate women, and motivate women to achieve their highest aspirations. The National organization has four chapters in Leavenworth. The Culinary students prepared yogurt parfaits with gluten-free gingerbread granola for the event.



2/6/20 KCKCC live streamed the presentation of Jeff Bucholtz, Director of We End Violence, Men and Women: Together We Can End Sexual Violence to the PCC. Students and Faculty were able to

view the presentation and gain insight into the sexual violence issues that happen among our youth.

2/6/20 Melissa Davis, Student Success Advisor for PCC and Ashley Irvin, Student Success Advisor at Main Campus, spoke to the sophomore class at Lansing High School. The advisors gave a PowerPoint presentation on the programs at the Pioneer Career Center and TEC at Main Campus. The new Pioneer Career Center video was also shown at the presentation.



2/7/20 HLC Chat “Cookie ‘Bout Criterion 3 & 4, facilitated by Jerry Pope.

2/7/20 The Electrical students have been busy out in the community this Spring 2020 semester. Students worked at Leavenworth Paper and Office Supply installing and wiring six LED lights and fixtures and three ceiling outlets. Another project the electrical group is working on is with First United Methodist Church installing and wiring 43 receptacles with its 700 series metal boxes and 700 series Wiremold raceways (300ft). These projects get students involved in their community and experience working with the public. Community projects help the students learn the process of completing a job from beginning to end and all aspects that entail.



2/7/20 Trooper Gary Daniels from the Missouri State Highway Patrol spoke with the Criminal Justice students at PCC about recruitment, the selection process for hiring, salary and benefits, and the opportunities of being on the Highway Patrol. Trooper Daniels has been on the Missouri Highway Patrol in Jackson County for four and a half years. He attended Highland Community College where he played football and went on to Avila University receiving his bachelor’s degree in Criminal Justice while also playing football. After graduating, he applied and was accepted to the Missouri Highway Patrol.

2/10/20 Over a dozen Students, Staff, and Faculty started the “30 miles in 30 days” along with KCKCC Wellness Center.

2/11/20 The PCC Culinary students catered the Santa 5K breakfast in December 2019 and received a donation check this week from KC Running Company for \$333.00!

2/12/20 The Leavenworth High School sophomores in the AVID class visited the KCKCC Pioneer Career Center to look at the TEC classes that we offer. The group participated in a couple of experiments in HVAC which consisted of electromagnet making and crushing a can with steam. During the electrical portion, students learned how to put together a residential electrical outlet. The construction instructor showed the students how to smooth a pipe with a reamer, prime and attach a coupling, and then solder the pipe to prevent leaks. Also, during construction, the students revisited the electrical outlet and learned how to tape and mud drywall. The students stopped by the culinary department where they saw the culinary students preparing food for their Capstone Cafe. The high school students learned about Capstone courses that tie together the key learning objectives for the culinary students to create a cafe with all aspects of purchasing, food prep, menu selection, management and more. The culinary instructor also talked about SkillsUSA which is the TEC competition that the KCKCC TEC programs participate in. The final areas the students visited were Certified Nursing Assistant (CNA) and Cybersecurity. During the CNA visit, students observed the TEC students learning how to help conscious and unconscious individuals with dental hygiene and the cybersecurity instructor talked about how his class works on networking, routers, making cables and switches and creating firewalls.



2/13/20 KCKCC Pioneer Career Center Culinary students presented their appetizer and hors d'oeuvre Food Production III Practical. The students did a fantastic job of preparing the food, presenting their food and creating their individual menus.



2/18/20 Washburn representative Jamie Diers, stopped by and visited with student about what Washburn has to offer.

2/19/20 KCKCC PCC Culinary students prepared Linzer cookies with raspberry preserves for the KC Kansas Angels. KC Kansas Angels is a foster care non-profit that was created to help empower children and build sustainable foster homes. They are a community of people that walk alongside foster children and their caretakers by offering consistent monthly support through intentional giving, relationship building, and mentorship. Their solution to the foster care crisis is the Love Box Program and Dare to Dream Program. Their programs utilize a trauma-informed, wrap-around

service model that strengthens relationships between foster families, foster youth and bio-families. Volunteers are everyday people that sponsor a local foster family or youth with monthly care packages meeting practical needs while spending quality time with the whole family building a positive community.



2/20/20 Lansing high school counselor Kari Anderson brought 32 students to tour and do some hands-on activities in our TEC programs.



2/21/20 HLC chat Breaking Bread with Criteria 1, 2 & 5" facilitated by Cleon Wiggins.

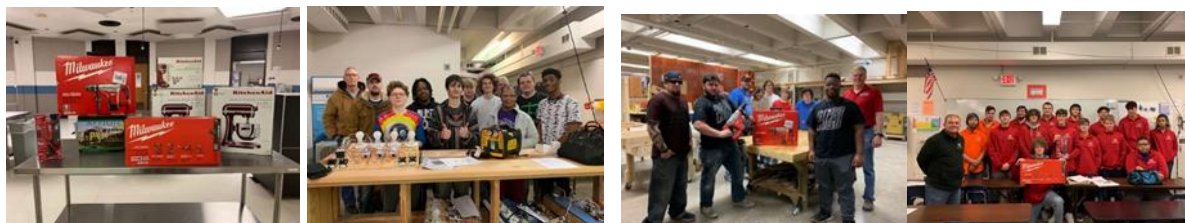
2/22/20 We hosted over 100 Girl Scouts from the local area for their World Thinking Day event. Over 10 troops ranging from Daisys to Seniors learned about different countries and how to communicate better and accept and appreciate diversity.





2/24/20 Chef Bre and Chef Nicole had a wonderful turn out for the Culinary Arts and Cooking Class, where the group made PIZZA! The students (community members) learned how to make their own pizza crust, and they learned cutting and chopping techniques to prepare their pizza toppings.

2/25/20 The end of December 2019, the First United Methodist Church donated \$2,500.00 to the KCKCC Pioneer Career Center for the four TEC programs (Culinary, Construction, HVAC, and Electrical) Each program received approximately \$625.00 to use towards equipment to continue the work in the TEC labs for learning and our projects in the Leavenworth community. Pictured are the items purchased and the students with the items.



2/26/20 The KCKCC PCC hosted the monthly Deans and Directors meeting of Student Affairs with Dr. Delfina Wilson.

2/27/20 Marcia, Kim, and Melissa attended the High school counselor breakfast at TEC1 that was put on by the high school partnership program.

2/28/20 A drawing was held to award mattresses that were donated to KCKCC. Each KCKCC campus received mattresses to giveaway to current KCKCC students. Each campus conducted a fun HLC selfie contest to get students involved and interested in the accreditation process at KCKCC. The following KCKCC PCC students took selfies in front of the Vision, Mission, and Strategic Plan posters located around the Pioneer Career Center. Congratulations to the following students for winning a FOAM QUEEN MATTRESS: Amber H., Christina, Amber P., Candice, Kelly, Savannah, Randal, Anthony, Ben, Phillip, Hattie, Allison, Kimberly, Melissa, Chandler, Jeramy, and Sarah.

DISCIPLINARY BARRACKS and JOINT REGIONAL CORRECTIONAL FACILITY

JRCF

2/26/20 17 students advised, 6-degree checks, 2 schedule adjustments adding 2nd 8-week courses, 1 new application, 3 placement tests

USDB

2/27/20 4 students advised, 2 added 2nd 8 weeks class, 2-degree checks

MILITARY AND VETERAN STUDENT SERVICES - WADE ABEL, DIRECTOR

- The Certifying Specialist II position has been posted and the search committee will review applicants this month.
- 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	48	313	
October	185	307	
November	132	245	
December	105	124	
January	189	173	
February	218	216	
March	159		
April	209		
May	104		
June	56		
July	74		Total
Total	1479	1659	3138

Branch of Service		
Army	1610	51%
Maines	263	8%
Navy	596	19%
Air Force	387	12%
Coast Guard	6	1%
N/A	276	9%
Total	3138	

Type of Visitor		
Active Duty	512	16%
Veteran	1781	57%
Military/Veteran Dependent	555	18%
Civilian	290	9%
Total	3138	

Reason for Visit		
Study	834	27%
Socialize	1025	33%
Benefits Question	426	14%
Enroll & Application Questions	189	6%
Computer Use	403	13%
Other	261	8%
Total	3138	

Students Using VA Educational Benefits

Term Certified	Number of Certs submitted	Hours Certified	Amount certified
SP19	170	Not tracked	\$199,002.00
SU19	75	Not tracked	\$40,524.00
FA19	173	1542	\$195,060.00
SP 20 (as of 28 Feb)	143	1603	\$194,444.00

February events:

- **Feb 1-4:** Staff from the Veteran Center attended a NASPA Symposium on Military-Connected Students.
- **Feb 22:** The Center collected donations for the 169 CSSB Kansas Army National Guard unit that is deployed to Afghanistan. Three boxes of snacks and hygiene items were mailed.
- **Feb 23:** Veteran Center received a generous donation from the Heart of America Patriots Foundation of \$5,000.00. The goal of this donation was to set up an Emergency scholarship to be used to support KCKCC's military-affiliated students.
- **Feb 27:** The Veteran Center supported the Student Veterans of America (SVA) recruiting event and their goal of informing students of the goals and mission of the club.

Planned March Events:

- **Mar 5th:** Veteran Center staff will attend a Kansas Army National Guard Education Symposium in Topeka.
- **TBD:** Veteran Center will sponsor a pizza lunch for military-affiliated students in the Center.
- **Mar:** The staff will continue to certify students that are using VA educational benefits for the Spring 2 term.

STUDENT SERVICES

DR. SHAWN DERRITT, DEAN OF STUDENT SERVICES

Student Services Fulfills!

DEAN OF STUDENTS SERVICES EVENTS

- Attended ASCA (Association for Student Conduct Administration) National Conference in D.C.
- Represented the college, with Dr. Mosier and others, at the 17th Annual Awards Luncheon Sponsored by the Arts KS Regional Arts Council.
- Worked with direct reports to developed 2020/2021 budget for Student Services.
- Hosted Barbershop Talk (Real Talk for College Men of Color)
 - Students received free haircuts from Mr. Lamonte McIntyre and associates
- Attended Budget Training.
- Attended TRIO Day (Gave welcome from the college)
- Attended Phone Conference for Maxient (Student Conduct) Software.

COUNSELING & ADVOCACY CENTER- LINDA WARNER, DIRECTOR

- Completed Annual Harvesters inspection and review.
- Hosted two sessions of “Men & Women: Together We Can End Sexual Violence.” Live-streamed the presentation to the Pioneer Campus.
- Assisted OQS Diversity Club with their Valentine’s Day Fundraiser, “Crush for Your Crush.”
- Attended the Academic Symposium “The Invisible Truth”
- Helped OQS Diversity Club create the 3rd place finishing float for Mardi Gras Celebration.
- Provided Self-Care for Student Success Support sessions.
- **Attended the following meetings:**
 - Co-Curricular Assessment Meeting
 - Student Services Strategic Plan Meetings
 - Academic Master Plan Meeting
 - AAUW Meeting
 - Behavioral Intervention Team Meetings
 - New Employee Orientation Meeting
 - Staff and College Senate Meetings
 - Extended Cabinet Meeting
 - Senate Presidents Meeting
 - Student Housing Development Meeting
 - OQS Diversity Club Meetings
 - Active Minds Chapter Meetings
 - Student Services Division Meeting
 - Budget Training Meeting
 - Deans and Directors Meeting
 - Drug Free School and Community Act Meeting
 - Direct Report Supervision Meetings
 - KCKCC Board of Trustees Meeting

STUDENT ACCESSIBILITY AND SUPPORT SERVICES

Students Requesting Accommodations:

Disability	February 2020	February 2019	February 2018
Autism Spectrum Disorder	7	11	4
Attention Deficit Disorder	25	15	23
Blind/Visual Impairment	8	8	2
Deaf/Hard of Hearing	3	3	1
Head Injury	3	2	4
Intellectual Disability	2	3	0
Learning Disability	61	63	18
Medical	6	8	5
Physical	5	3	4
Psychiatric	11	14	19
Other Health Impaired (OHI)	2	1	0
Total	133	131	80

Alternate Formatted Textbooks Requested by Disability:

	February 2020	February 2019	February 2018
Blind	3	2	0
Low Vision	3	7	0
L D	51	49	89
Physical	0	11	8
Total	57	69	97

Assistive Technology Users by Disability

	February 2020	February 2019	February 2018
Blind	1	2	1
Low Vision	7	4	3
L D	45	24	22
Physical	3	5	4
Total	56	35	30

Narrative Activities:

- SASS office had approximately 436 people come through.
- Alex Co-facilitated a Test Anxiety Group with Benjamin Howard, the Student Intern with Counseling and Advocacy.
- Alex and Carly presented information on Disability Services at the High School Counselors' Breakfast held at TEC.
- Carly assisted with the Part-Time Job Fair for new students that was held at TEC.
- Robert and Alex met with the Director and Assistant Director of nursing to discuss testing accommodations for nursing students.

- Robert hosted the KAN-AHEAD Webinar, “OCR Review: Recent Cases and Current Trends” with guest speaker Claire Fitzgerald from the Office for Civil Rights. Media Services and Online Education assisted in making sure the webinar went smoothly and looked very professional.
- Alex, Robert and Sara worked with Sonocent to begin a new pilot of Glean, a new note-taking app.
- Alex and Robert hosted Bridges High School for a meeting on preparing for college.
- Robert continues to participate on the Accessibility Summer Camp Planning Committee.
- Robert continues to participate on the planning committee for the Accessing Higher Ground Conference.
- Robert participated in two webinars on assistive technology presented by the Kansas State School for the Deaf and Blind. Some of the students are also attending KCKCC.

STUDENT ACTIVITIES-ANDRICA WILCOXEN, DIRECTOR

February 2020 - March 2020 Board of Trustee Report

Student Activities

- Student Activities/FBOE hosted the MLK Tribute Celebration
 - Approximately 50 people attended the event
 - First time hosting this event
 - Kickoff for Black History Month
- Hosted the annual Mardi Gras celebration
 - Approximately, 50 students, staff, faculty and guests attended the event
- Working on department budgets
- Working on club budgets
- Preparing for Midterm Relaxation activities at the Main Campus, TEC, PCC and Wy HS
- Cleaning up the Nature Trail
- Provided a DJ for the Ladies Basketball Team Regional Game on Friday, February 28th
- Partnered with USD 500 to have Schlagle HS band to play at the Men’s Basketball Regional Game on Tuesday, March 3rd.

Game Room

- Hosted 3 Esports Tournaments:
 - Call of Duty - 30 students participated
 - Fortnite - 10 students participated
 - Smash Bros 2 v 2 - 40 students participated
- Hosted DnD Tabletop Gaming Days: 30 Students participated every Friday and Saturday mornings
- Approximately 15 students have been in the game every hour
 - Game room hours are 8 am - 5 pm
 - Approximately 135 students have utilized the game room each day
 - Approximately 675 students have utilized the game room per week
 -

FBOE

- Hosted Black History month presentations during the month of February.
 - Approximately 30 students attended each session
- Roger Suggs were honored and awarded by the National Alliance of Faith and Justice, in a ceremony taking place at Mt. Zion Church of God in Christ down in 1054 Oakland Avenue, Kansas City, KS. The host was Reverend James Harris.
- Hosted a photo shoot and interview the latest generation of students.
- Assisted seven students who were going through a crisis.
 - Partnered with the Learning Commons, and Career Center
- Hosted a grand finale of Black History month with National Speaker Talena J Acon.
 - Approximately 75 attendees

Clubs, Organizations, Special Interests Groups

- Catholic Students of KCKCC hosted their monthly Mass.
- Gamer Club participated in the Esports Tournament and Tabletop game day.
 - Attended the National SLICE Esports Tournament hosted by APCA in Orlando, FL March 5th - 8th, 2020.
- Mindfulness Club consistently hosts two mediation and relaxation workshops weekly.
- NSLS hosted two orientations and two Live/Rebroadcasts of national speakers.
- Christian Student Union hosted a trip to Winter Jam with their club members.
- AAUW and SOL hosted a field trip to the Museum with the club members.
- PTK attended a Regional Conference.
- AAUW, ENACTUS, OQS, and Gamer Club hosted a float for Mardi Gras.

Student Senate

- Hosted the annual Mardi Gras Celebration.
- Preparing for the annual 2020 Easter Celebration.
- Preparing for the 2020-2021 Club Budgets.
- Working on the 2020-2021 Elections for Candidates Student Senate.

STUDENT HOUSING, RONNIE MOORE-HOUSING SUPERVISOR

Student Housing Status:

- Currently (111) students are living in housing
- We have (37) beds available (3 rooms offline) 11-Single and 8-Double/Triple Occupancy
- Waiting List Summer 2020 total is (1)

RA Staff Meeting/Training:

- Feb.14, 2020 RA Staff Meeting: Discussed Bldg. #1 trash can in washroom over flow problem; RA Concerns/Issues in hall.

- Feb. 21, 2020 RA Staff Meeting: COVID-19 information; Mail pick up consistency; Health & Safety; Communication about the process on switching shifts and lunch break off campus; RA concerns/issues; Follow up results on Health & Safety check on Feb 19.
- Feb. 27, 2020 RA Staff Meeting: One-on-one evaluation meeting with RA's Staff.

Upcoming/On-Going Activities/Projects:

- March 11, 2020 Student Housing Meeting to address: Census/and or (Vote?) and possible a guest speaker representative from the census department Dr. Alan.
- March 11, 2020 Student Housing Activity - Bowling Night at KC Bowling on State Ave (TBD)

Interpersonal & Intrapersonal Competence - Social Engagement

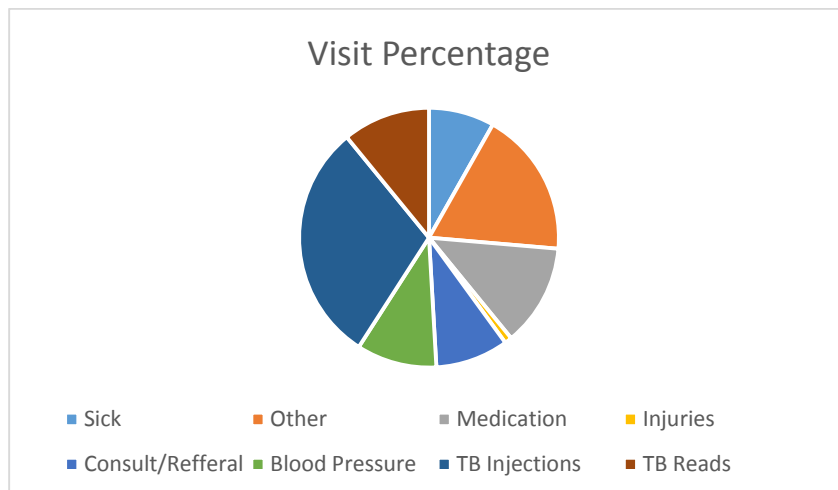
- February 3, 2020 Student Service Meeting with Dr. Derritt.
- February 4, 2020 Round I interview with (2) candidates for housing specialist.
- Feb. 4, 11, 18, 25, 2020 BIT committee meeting.
- Feb. 14 Housing budget meeting with Dr. Derritt.
- Feb. 14 walkthrough bldg. 1 to view finishing work on ceiling near completion by Royal Ridge maintenance.
- Feb. 24. Phone Conference for the maxient software.

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

VISITS for February



Visit Reason	%	#'s
TB Injection	33	60
TB Read	12	22
Sick	9	12
Hearing/Vision	1	5
Personal/Other	20	36
Medication	14	26
Blood Pressure	11	21
Injury	1	2

As you, see from the above information the Percentages of visits increased in February. This month brought in 184 visits. Visits taken from a wide array of needs for staff/faculty, students

and the community. Of the 184 visits, 10% were referred to off campus facilities. There was a noted increase in flu and colds in February.

Accomplishments for February

- Student Health Services collaborated groups on campus. Meeting attended with Behavior Intervention Team (BIT), Clery Committee and Directors meeting.
- Monitoring the COV-19 (Coronavirus) and sending out information to keep students and employees aware of the situation.
- Working with team on Coronavirus Contingency Plan; Emergency Response Plan.

Plans for March

- Quarterly Newsletter
- Spring Break travel announcement for students.
- Prepare for Health Fair Wednesday, April 22 from 12 p.m. to 3 p.m.

TRIO SSS-MICHAEL COZART, DIRECTOR

Participants

- 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

Grant & APR Updates

- Submitted renewal of TRIO SSS grant to the ED.
- **We earned 15 of 15 Prior Experience points.**

Activities & Events

- Preparation for the EOA Men of Excellence National Conference.
- Sara attended several planning and training meetings in the month of February, reviewing Sonocent and exploring a new product from the makers of Sonocent (Glean)
- Michael the Student Services Directors Budget meeting, February 3.
- Sara hosted a KCKCC Foundation Scholarship Pizza Party, February 4 & 6.
- TRIO staff attended the Men & Women Together, We can End Sexual Violence, February 6.
- Michael attended the Real Talk MOC Barber Talk, February 1.1
- Sara attended Kan-AHEAD Webinar: Recent Cases & Current Trends, February 14.
- Michael hosted the first Live Speaker Broadcast for NSLS, February 18 (6:00 pm)
- Marquida participated in a Webinar: Developing Networking Skills, February 19.
- Marquida & Michael attended the Student Services Strategic Plan Meeting for Goal 1, February 21.
- I lead the Student Services Strategic Plan Meeting for Goal 2, February 2.1
- Sara attended the Community College Partnership Breakfast at KU Edwards, February 20.

- TRIO staff hosted the TRIO Day event, February 24.
- hosted the 1st NSLS Orientation and the 2nd Live Speaker Broadcast, February 25 (4:30 & 6:00 pm).
- I hosted the 2nd NSLS Orientation.
- Marquida attended KCPD Training - Developing Effective Verbal Communication, February 27.
- I attended the Student Services Division Meeting, February 26.
- TRIO staff had a Poetry Slam Planning Meeting, February 27.

Transfer & College Visit

- Sara took TRIO student to Park University, February 12.
- Sara took TRIO students to K-State, February 28.
- Sara nominated three (3) students in the month of February for EOA scholarships.

ATHLETICS:

- **MEN'S BASKETBALL:** Men's basketball won the KJCCC Conference (1st Time in School History) and defeated Johnson County in an exciting come from behind win to win Region 6 Championship game. They will now play in the National Tournament in Danville, IL. The tournament begins on March 17th.
- **WOMEN'S BASKETBALL:** Had a really good season, but fell short to eventual Region 6 Champion in the Region Tournament. They finished the season with a 25-7 overall record and am confident will be ranked in the top 20 nationally.
- **BASEBALL:** Is currently 13-4 on the season. They took three out of four games against #6 Cowley College to start off the conference season.
- **SOFTBALL:** Is currently 6-6 on the season. They have played a very tough schedule so far in preparation for the conference season that starts in mid-March.



Strategic Initiatives and Outreach


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

Strategic Outreach

- Met with members of the UG to discuss the downtown location and possible partners. Shared the impact that this project will have in KC, KS. The downtown Community Education Center will serve as a primary anchor in KC, KS and will help to provide community members with needed educational opportunities and wrap around services.
- Welcomed students, teachers and administrators to the 2020 BizFest event held at the Thomas R. Burke Technical Education Center.
- Serving as a Board Member and the 2020 Treasurer, Tami helped to host the Go Red for Women luncheon at Providence Medical Center with the Women's Chamber of Commerce.
- Worked on the cross departmental Student Housing Taskforce team. This team developed draft documents to be used in future planning and RFQ needs.
- Contracted with a local videographer to record several hours of b-roll footage that will be used in future marketing initiatives (show :30). Footage was also submitted to the film crew from Behind the Scenes with Laurence Fishburne documentary.
-

Social Media

Tweet activity ×




@KansasCityKSCC

Good luck Blue Devils! #KCKCCProud #GoBlueDevils

<https://twitter.com/KCKbaseball/status/1228055760447459329>

...




Reach a bigger audience

Get more engagements by promoting this Tweet!

Get started

Impressions	3,780
Total engagements	62
Likes	22
Profile clicks	22
Detail expands	12
Hashtag clicks	5
Retweets	1


Tweet activity ×



KCKCC @KansasCityKSCC

KCKCC is pleased to be a part of @KCBizfest! The first two days are @KCKCCTEC before finishing @JCCctweet. We hope the students attending gain some valuable skills and knowledge! #kckccproud #KCBizFest2020

<pic.twitter.com/PKR3Qdso7K>



Reach a bigger audience

Get more engagements by promoting this Tweet!

Get started

Impressions	3,365
Total engagements	111
Media engagements	65
Profile clicks	23
Detail expands	13
Likes	7
Retweets	3

Tweet activity



KCKCC @KansasCityKSCC

KCKCC Alert: Delayed start until 9:30 a.m. Thursday, Feb. 13. All classes and events beginning at 9:30 a.m. or after will proceed as scheduled.



Reach a bigger audience

Get more engagements by promoting this Tweet!

Get started

Impressions	1,711
Total engagements	84
Detail expands	61
Profile clicks	14
Likes	6
Retweets	2
Replies	1

Tweet activity



KCKCC @KansasCityKSCC

Congratulations Blue Devils on your 1st ever KJCAA Conference Championship! [#KCKCCProud](#) [#GoBlueDevils](#)
https://twitter.com/KCK_MBB/status/1230351548577918976 ...

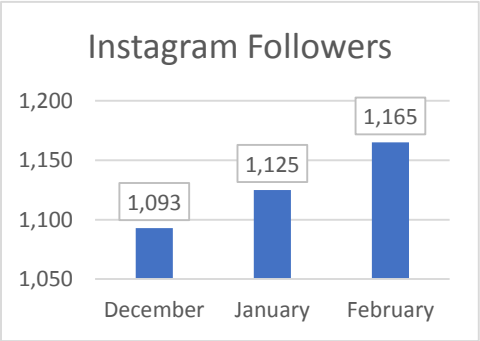
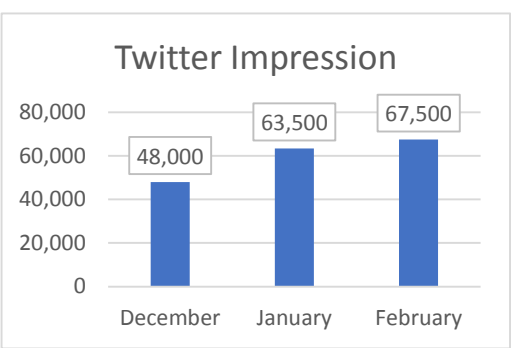
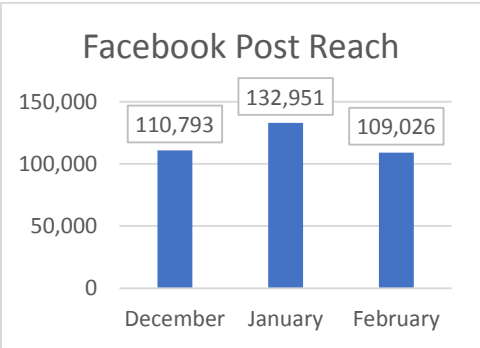
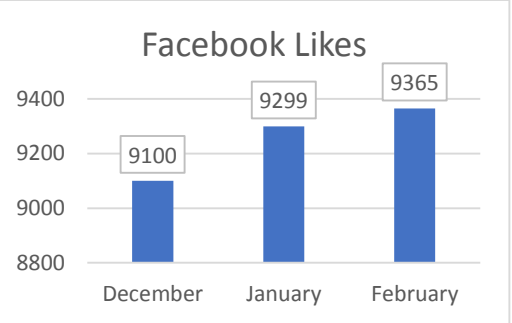
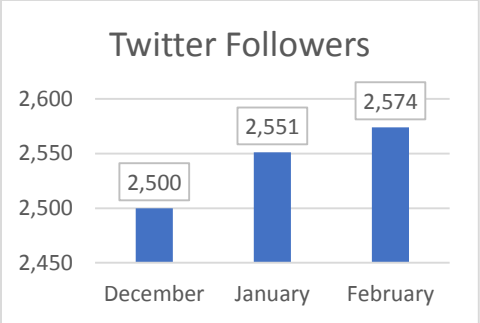


Reach a bigger audience

Get more engagements by promoting this Tweet!

Get started

Impressions	2,494
Total engagements	29
Likes	16
Detail expands	7
Retweets	4
Replies	1
Hashtag clicks	1



Post Details

Kansas City Kansas Community College is with Francine Rena Johnson and 4 others.
Published by Kelly Evenson Rogge [?] · February 3 · 🌐

All KCKCC locations will be closed Wednesday, Feb. 5 to celebrate the Kansas City Chiefs' Super Bowl victory! Congratulations Chiefs!!
#kckccproud #redsnowday #ChiefsKingdom



**RED
SNOW DAY!**

KCKCC will close Feb. 5, 2020 and join our community in celebrating the KC Chiefs' Super Bowl victory.

Performance for Your Post

14,303 People Reached

880 Reactions, Comments & Shares ⓘ

473 Like
On Post

134 On Post

339 On Shares

189 Love
On Post

83 On Post

106 On Shares

11 Haha
On Post

2 On Post

9 On Shares

7 Wow
On Post

1 On Post

6 On Shares

83 Comments
On Post

24 On Post

59 On Shares

117 Shares
On Post

113 On Post

4 On Shares

704 Post Clicks

47 Photo Views
Link Clicks ⓘ

1 Link Clicks ⓘ

656 Other Clicks ⓘ

NEGATIVE FEEDBACK

2 Hide Post **0** Hide All Posts

0 Report as Spam **0** Unlike Page

Post Details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · February 2 · 🌐

You did it Kansas City Chiefs!!!!!! Kansas City is so proud of you!!
#kckccproud #chiefskingdom



CONGRATS!

**KANSAS CITY
CHIEFS**

From
Kansas City Kansas
Community College

Performance for Your Post

2,839 People Reached

213 Reactions, Comments & Shares ⓘ

139 Like
On Post

94 On Post

45 On Shares

49 Love
On Post

44 On Post

5 On Shares

3 Haha
On Post

1 On Post

2 On Shares

6 Comments
On Post

4 On Post

2 On Shares

17 Shares
On Post

17 On Post

0 On Shares

92 Post Clicks

5 Photo Views
Link Clicks ⓘ

1 Link Clicks ⓘ

86 Other Clicks ⓘ

NEGATIVE FEEDBACK

2 Hide Post **0** Hide All Posts

0 Report as Spam **0** Unlike Page

Reported stats may be delayed from what appears on posts

Post Details



Kansas City Kansas Community College

Published by Rave Mobile Safety [?] · February 12 at 9:27 PM · 🌐

KCKCC Alert: Delayed start until 9:30 a.m. Thursday, Feb. 13. All classes and events beginning at 9:30 a.m. or after will proceed as scheduled.



Get More Likes, Comments and Shares

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

3,739

People Reached

522

Engagements

Boost Post



Candys Candys, Perla Marisol and 17 others

8 Comments 22 Shares



Like



Comment



Share



Performance for Your Post

3,739 People Reached

72 Likes, Comments & Shares ⓘ

29

Likes

19

On Post

10

On Shares

21

Comments

17

On Post

4

On Shares

22

Shares

22

On Post

0

On Shares

450 Post Clicks

1

Photo Views

0

Link Clicks ⓘ

449

Other Clicks ⓘ

NEGATIVE FEEDBACK

2 Hide Post

1 Hide All Posts

0 Report as Spam

0 Unlike Page

Reported stats may be delayed from what appears on posts

Post Details



Kansas City Kansas Community College

Published by Kelly Evenson Rogge [?] · February 18 at 1:15 PM · 🌐

It's great to see our students in the Medical Assistant Program learning in the classroom! #KCKCCProud



Performance for Your Post

1,456 People Reached

28 Reactions, Comments & Shares ⓘ

23

Like

23

On Post

0

On Shares

4

Love

4

On Post

0

On Shares

1

Wow

1

On Post

0

On Shares

0

Comments

0

On Post

0

On Shares

0

Shares

0

On Post

0

On Shares

306 Post Clicks

253

Photo Views

0

Link Clicks ⓘ

53

Other Clicks ⓘ

NEGATIVE FEEDBACK

1 Hide Post

0 Hide All Posts

0 Report as Spam

0 Unlike Page

Reported stats may be delayed from what appears on posts



kansascitykccc • Follow

in Show at Friday's JCCC High School Culinary Competition. #KCKCCProud #bluedevils #kckcc #culinaryarts #cooking #competition #bestinshow #congrats #greatjob #proud #communitycollege #learning

3w



annatckacheva 🍌

3w Reply



26 likes

FEBRUARY 10



kansascitykccc • Follow



kansascitykccc

Looks like students had a terrific time during the KCKCC Learning Commons' MakerSpace event! #KCKCCProud #kckcc #bluedevils #CommonsKCKCC #makermania #makerspace #communitycollege #studentlife #crafts #fun #creativity #collegelife #learningcommons

2w



22 likes

FEBRUARY 12

Log in to like or comment.



kansascitykccc • Follow



kansascitykccc

Congratulations to all our Student Athletes that were honored during Academic Success Night! #gobluedevils #kckccproud #bluedevils #athletics #academicsuccess #academics #hardwork #greatjob #proud

3w



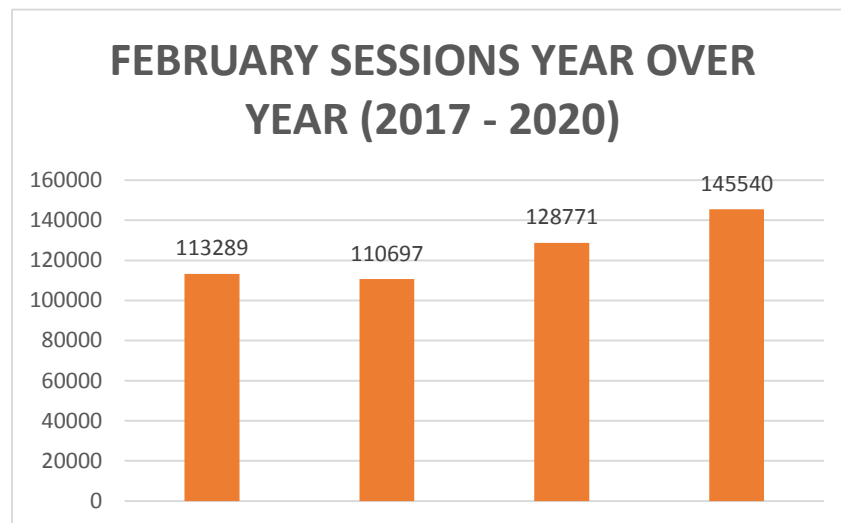
39 likes

FEBRUARY 7

Log in to like or comment.

General Website Information

- We have created the following new pages: As page with detailed information and instructions on how students can pay their tuition and fees. This page consolidates information that can be found elsewhere in the website, into a single page. We have also created a website in which we will post all coronavirus information that might affect KCKCC.



Top Webpages for February 2020

Webpage	Pageviews
Degree / Certificate Webpage	16,465
Technology Support	11,606
Class Schedule	5,471
2019-2020 Academic Calendar	2,945
Steps to Enrollment	2,467



**BOARD OF TRUSTEES REPORT
FINANCE & ADMINISTRATIVE SERVICES
MICHAEL BEACH, CHIEF FINANCE OFFICER
MARCH 2020 REPORT**

FINANCE - MICHAEL BEACH, CFO

- Completed Mid-year Budget Review.
- Continuing FY 2020-21 College budget process.
- College Facilities Master Planning continues with a substantial completion date of November 30, 2020.

BOOKSTORE - KASEY MAYER, DIRECTOR

- We are conducting our quarterly inventory checks.
- Installing our new server on March 17th.
- We are starting to receive our adoptions for the upcoming Summer and Fall semesters.
- This month, MBS will be sending out a national article, highlighting the Bookstore's partnership with our campuses new Gamers Club.
- Our KCKCC team met with MBS & Trimdata.
 - We identified several issues and MBS and Trimdata are working together to develop solutions to these problems.
 - We caught up on new industry trends and ideas.
 - We were able to take advantage of trade show discounts to order our yearly merchandise.
 - There was a new incentive this year for placing orders at the tradeshow. We received a rebate of \$275.
- We will start doing returns to publishers to ensure that we don't lose return rights.

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

FACILITY SERVICES - JEFF SIXTA, DIRECTOR

Accomplishments:

- Installed baby changing stations in restrooms across campus
- Delivered hand sanitizer across campus
- Installed new VFD's in upper Jewell
- Repaired volleyball nets at Fieldhouse
- Working on Baseball press box
- Scheduling wrapping of college vehicles
- Working on Institutional Effectiveness remodel
- Installed new glass doorway to President's office
- Installed new pendant lights at Student Success
- Installed new handrail in Humanities water hole

Goals for March 2020:

- Work in Institutional Research and Effectiveness
- Continue work on wrapping college vehicles
- Order and install new handrail in Humanities water hole
- Various other projects

CAMPUS POLICE - ROBERT PUTZKE, CHIEF

SUMMARY:

- Officers Bob Tesch, Mel Casson, Ron Sutton, Rudy Thompson, Joe Pate, Cameron Roland, Peter Gregory and Steve Phipps all attended In Service Training at the Kansas City Kansas Police Academy to fulfill their state requirements
- Provided ALICE Training for Students, Faculty and Staff February 4, 6, 12 & 19
- Provide access card reactivation and new access card activation for Auto TEC students breakroom access

KANSAS CITY KANSAS COMMUNITY COLLEGE
Interim Summary Financial Statements -February 2020
Year to Date Fiscal Year 2020, with comparison to Fiscal Year Ended June 30, 2019

Summary Statement of Net Position

	YTD FY2020	Audited Year-End FY2019
Assets		
Current Assets	\$ 38,217,036	\$ 33,159,395
Noncurrent Assets	53,131,601	56,200,604
Total Assets	<u>\$ 91,348,637</u>	<u>\$ 89,359,999</u>
Liabilities		
Current Liabilities	\$ 9,663,421	\$ 13,930,479
Noncurrent Liabilities	21,721,260	21,721,260
Total Liabilities	31,384,681	35,651,739
Net Position	<u>59,963,956</u>	<u>53,708,260</u>
Total Liabilities and Net Position	<u>\$ 91,348,637</u>	<u>\$ 89,359,999</u>

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	\$ 21,294,203	\$ 27,315,064	\$ (6,020,861)	\$ 22,705,883	77.96%
Non-Operating Revenues, Net	32,375,408	57,959,925	(25,584,517)	30,730,025	55.86%
Total Revenues	53,669,611	85,274,989	(31,605,378)	53,435,908	62.94%
Operating Expenses	47,557,288	80,812,679	33,255,391	48,686,791	58.85%
Increase/(Decrease) in Net Positions	<u>\$ 6,112,323</u>	<u>\$ 4,462,310</u>	<u>\$ 1,650,013</u>	<u>\$ 4,749,117</u>	

Notes

KANSAS CITY KANSAS COMMUNITY COLLEGE							
STATEMENT OF REVENUES AND EXPENSES							
YTD FEBRUARY 2020							
		BUDGET	YTD	FORECAST	ACTUAL	VARIANCE	PERCENT
		FISCAL YEAR	ACTUAL	FISCAL YEAR	YTD	ACTUAL	USED ACTUAL
		2020	2/29/2020	2020	2/28/2019	TO BUDGET	TO BUDGET
Operating Revenues:							
	Student Tuition and Fees	\$ 12,612,000	\$ 10,690,624	\$ 12,612,000	\$ 11,063,659	\$ (1,921,376)	84.77%
	Federal Grants and Contracts	10,512,298	7,483,674	10,512,298	8,360,974	(3,028,624)	71.19%
	State Contracts	568,026	428,246	568,026	379,549	(139,780)	75.39%
	Private Gifts, Grants & Contracts	275,000	217,500	275,000	195,911	(57,500)	79.09%
	Auxiliary Enterprise Revenue	2,972,125	1,724,181	2,972,125	1,843,020	(1,247,944)	58.01%
	Other Operating Revenue	375,615	749,978	375,615	862,770	374,363	199.67%
	Total Operating Revenues	27,315,064	21,294,203	27,315,064	22,705,883	(6,020,861)	77.96%
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	10,365,000	10,365,001	11,680,890	(1)	100.00%
	SB155 AID	3,534,999	1,786,601	3,534,999	-	(1,748,398)	50.54%
	Investment Income	250,000	134,162	250,000	150,505	(115,838)	53.66%
	Interest Expense on Capital Asset Debt	(876,000)	(489,044)	(876,000)	(481,659)	386,956	55.83%
	Transfer from Capital Reserves	850,000	-	850,000	-	(850,000)	0.00%
	Total Nonoperating Revenues	57,959,925	32,375,408	57,959,925	30,730,025	(25,584,517)	55.86%
Total Revenues		85,274,989	53,669,611	85,274,989	53,435,908	(31,605,378)	62.94%
Operating Expenses:							
	Salaries & Benefits	45,704,930	27,258,582	45,704,930	27,810,655	(18,446,348)	59.64%
	Contractual Services	2,012,975	1,223,961	2,012,975	1,186,728	(789,014)	60.80%
	Supplies & Other Operating Expenses	11,564,727	7,570,069	11,564,727	7,702,234	(3,994,658)	65.46%
	Utilities	2,077,855	1,213,795	2,077,855	1,351,437	(864,060)	58.42%
	Repairs & Maintenance to Plant	4,595,883	2,181,968	4,595,883	1,958,643	(2,413,915)	47.48%
	Scholarships & Financial Aid	10,371,309	8,050,624	10,371,309	8,677,094	(2,320,685)	77.62%
	Strategic Opportunities	1,250,000	-	1,250,000	-	(1,250,000)	0.00%
	Contingency	250,000	58,289	250,000	-	(191,711)	23.32%
	Debt Service	2,985,000	-	2,985,000	-	(2,985,000)	0.00%
Total Operating Expenses		80,812,679	47,557,288	80,812,679	48,686,791	(33,255,391)	58.85%
Increase in Net Position		\$ 4,462,310	\$ 6,112,323	\$ 4,462,310	\$ 4,749,117	\$ 1,650,013	

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

	FY2020 Actual	Annual Budget	FY2019 Actual	Annual Budget	FY2018 Actual	Annual Budget	FY2017 Actual	Annual Budget
Operating Revenues	\$ 21,294,203	\$ 27,315,064	\$ 22,705,883	\$ 29,246,544	\$ 23,778,103	\$ 28,475,721	\$ 23,911,081	\$ 28,867,852
Non-Operating Revenues, Net	32,375,408	57,959,925	30,730,025	53,604,198	28,840,545	46,028,088	31,806,978	44,909,478
Total Revenues	53,669,611	85,274,989	53,435,908	82,850,742	52,618,648	74,503,809	55,718,059	73,777,330
Operating Expenses	47,557,288	80,812,679	48,686,791	79,979,223	48,174,616	78,182,624	49,517,915	72,720,099
Increase/(Decrease) in Net Positions	\$ 6,112,323	\$ 4,462,310	\$ 4,749,117	\$ 2,871,519	\$ 4,444,032	\$ (3,678,815)	\$ 6,200,144	\$ 1,057,231

KANSAS CITY KANSAS COMMUNITY COLLEGE						
BANK BALANCES PER GENERAL LEDGER						
					YTD	PRIOR YEAR
FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	29-Feb-20	28-Feb-19
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$ 386,332		\$ 386,332	\$ 178,615
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$ 2,075,054		\$ 2,075,054	\$ 1,819,832
BROTHERHOOD BANK	61	CAPITAL OUTLAY		\$ 3,069,003	\$ 3,069,003	\$ 3,069,003
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$ 67,770		\$ 67,770	\$ 142,491
LIBERTY BANK	11	GENERAL FUND		\$ 501,172	\$ 501,172	\$ 564,481
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$ 318,684		\$ 318,684	\$ 765,229
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$ 968,908		\$ 968,908	\$ 846,609
SECURITY BANK***	11	GENERAL FUND	\$ 21,103,381		\$ 21,103,381	\$ 18,283,933
SECURITY BANK	15	TECHNICAL ED FUND	\$ 889,536		\$ 889,536	\$ 1,351,816
SECURITY BANK	16	STUDENT UNION	\$ 1,579,035		\$ 1,579,035	\$ 1,762,859
		(AUXILIARY SERVICES)				
	11	GENERAL FUND		\$ 1,000,000	\$ 1,000,000	\$ -
UMB BANK *	17	PAYROLL	\$ -		\$ -	
TOTAL			\$ 27,388,700	\$ 4,570,175	\$ 31,958,875	\$ 28,784,868
	Current	Previous Month	Previous Year			
91-day Treasury Rate	1.510	1.530	2.410			
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.						
** No interest paid, no fees charged.						
***No Fees assessed by Security Bank and Brotherhood Bank.						

Kansas City Kansas Community College										
Cashflow Analysis (General & TEC Funds)										
July 1, 2019 to June 30, 2020										
July 1, 2018 to June 30, 2019										
Month	FY2020	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	7,917,760	7,496,823	(10,685,251)	(8,284,267)	(2,767,491)	(787,444)			21,992,917	19,464,312
March	5,172,465	5,172,465	(9,849,981)	(9,849,981)	(4,677,516)	(4,677,516)			17,315,401	14,786,796
April	2,685,410	2,685,410	(7,074,615)	(7,074,615)	(4,389,205)	(4,389,205)			12,926,196	10,397,591
May	1,898,779	1,898,779	(6,582,603)	(6,582,603)	(4,683,824)	(4,683,824)			8,242,372	5,713,767
June	18,916,650	18,916,650	(7,518,128)	(7,518,128)	11,398,522	11,398,522			19,640,894	17,112,289
Totals	90,281,693	88,789,336	(87,753,088)	(85,599,025)	2,528,605		-	-		
Bold = Actual										
	61,608,389		(56,727,761)							
GL Balance	General Fund	\$ 21,103,381								
	TEC Fund	\$ 889,536								
		\$ 21,992,917								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Position
YTD DECEMBER 2019

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

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

[illegible]

BOARD OF TRUSTEES REPORT

HUMAN RESOURCES

MARCH 2020

Human Resources Updates

- In conjunction with the Marketing Department, the Human Resources Department launched the KCKCC Policies and Procedures webpage. All current college policies have been placed on this webpage. We will continue to update the webpage with new and revised policies.

<https://www.kckcc.edu/about/policies-procedures/index.html>

- In our efforts to ensure the ultimate success and integrity of our hiring process, we implemented a new component of the search process. Employees that participate on a search committee will sign a confidentiality agreement which outlines their role and expectations as a search committee member.

Benefits

- The health and benefits committee has formed a subcommittee to implement a college-wide health and wellness program. We met with the health and wellness representative from our health benefits provider, Aetna, to provide us with some guidance to jump start our program.

Training and Development

- The Human Resources Department is working with the Title IX coordinator and deputy chief of police to identify a new online vendor to provide the Colleges compliance training. The purpose for identifying a new vendor is to give us access to facilitate additional compliance training and consolidate all training into one online platform. This month we reviewed several vendors to determine which vendor would best meet the needs of the College. We are in the final stages of reviewing more information from the top vendors that have been identified.

BOARD OF TRUSTEES REPORT

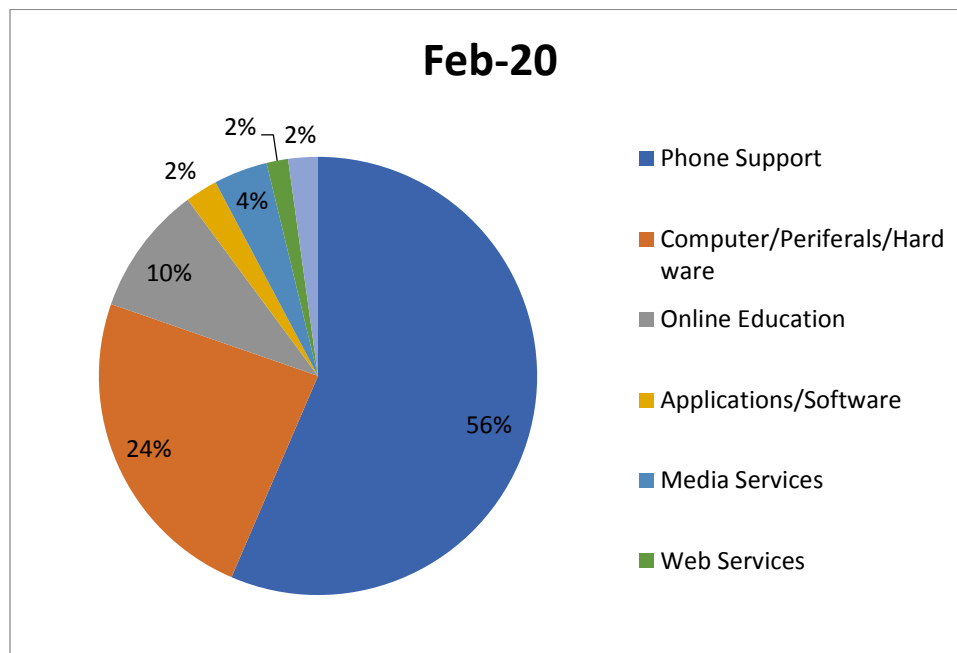
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Facilitated video conferencing interviews for several departments.
- Offered Training sessions on Microsoft products including Word, Forms and other Office 365 solutions.
- Delivered support to concurrent HS students at Washington and Harmon High Schools.
- Set up Dual Factor Authentication for pilot group in Business Office and produced written and video documentation.
- Responded to help desk tickets on a variety of topics.
- Updated Concurrent HS videos and created a YouTube playlist for easier access for stakeholders.
- Presented at Breakfast for HS Counselors.

COMPUTING SERVICES

- 247 tickets were issued during the month of February -263 tickets were resolved.
- The average time spent on each ticket was 1.37 days
- 284 helpdesk calls were taken in February - average time per call was 3.59 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 livestreamed basketball games in season and playoff games. The games will be replayed on the college cable channel. Recorded video was also uploaded to HUDL team sports for review of game footage.
- Setup and recorded a webinar for Robert Beach. The program is about recent cases and current trends on OCR (Office of Civil Rights) with Clair Fitzgerald.
- 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.
- Setup for Biz fest at the TEC Multipurpose room.
- Setup and live streamed Home Softball games. The recorded event will be played later on the college 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%
- Multifactor authentication rollout continuing with the Business office and Human Resources.
- Ellucian authentication process change project, the new authentication method is working in both UI and Self-Service test environments.
- System Center Configuration Manager project has finished, we are now working on adding software and notifications to the system.

Kansas City Kansas Community College
Special Course Fees
HS Students - Excel in CTE Eligible Fees for FY 2020-21
Presented to the Board of Trustees - March 17, 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 (VPAA@kckcc.edu) or Chief Financial Officer (CFO@kckcc.edu) for further information.

Program was not included in previously approved schedule

Fee

<u>Computer Support Specialist Program</u>		
CRTE-0100	Certification exam (CompTIA A+, part 1)	\$ 170.00
CIST-0101	Online textbook (printing available)	\$ 129.00
CRTE-0101	Certification exam (CompTIA A+, part 2)	\$ 170.00
ENGR-0108	Tool kit	\$ 50.00
	Graduation fee	\$ 20.00

Remove these fees previously approved

<u>Construction Technology Certificate</u>		
CONS 0106	Cutting board - student takes with them	\$ (25.00)
CONS 0208	1 Door cabinet - student takes with them	\$ (75.00)
CONS 0206	Shelf - student takes with them	\$ (50.00)