



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  
August 11, 2020 – 5:00 P.M.**

**Virtual Meeting**

**Budget Hearing**

1. Call to Order & Pledge of Allegiance
2. Roll Call
3. Audience to Patrons and Petitioners (5-minute limit)
4. Approval of the 2020-2021 Budget:
  - Notice of Public Budget Hearing
  - Final Proposed Budget FY2021
5. Adjournment

**Board of Trustees Meeting  
(Immediately Following Budget Hearing)**



**Agenda**

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:

- City of Bonner Springs Neighborhood Revitalization Plan. Presented by Ms. Amber McCullough, Assistant City Manager.

6. **Communications** – None scheduled.

7. **Board Committee Reports**

8. **Consent Agenda:**

- (Item A) - Approval of Minutes of the July 21, 2020 Meeting
- (Item A1) - Approval of Minutes of the July 21, 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** – Mr. Jerry Pope, Interim

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

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

14. **Chief Financial Officer Report** – Mr. Michael Beach

15. **Chief Human Resources Officer Report** – Ms. Nela Bruner on behalf of Ms. Christina McGee

16. **Chief Information Officer Report** – Mr. Peter Gabriel

17. **Unfinished Business** – None scheduled.

18. **New Business** – None scheduled.

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

20. **Adjournment**

**Next Meeting of the Board of Trustees:**

**Tuesday, September 22, 2020 - 9:00 a.m. – Virtual Meeting**

**NOTICE OF PUBLIC HEARING  
2020-2021 BUDGET**

The governing body of Kansas City Kansas Community College, Wyandotte County, will meet on August 11, 2020, at 5:00 p.m., Virtually ([www.kckcc.edu/events](http://www.kckcc.edu/events)) for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, and to consider amendments. Detailed budget information is available at the Business Office and will be available at this hearing.

**BUDGET SUMMARY**


The Expenditures and the Amount of 2020 Tax to be Levied (as shown below) establish the maximum limits of the 2020-2021 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to slight change depending on final assessed valuation.

	2018-2019		2019-2020		Proposed Budget 2020-2021		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2020 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted							
General Fund	47,554,746	25.118	48,127,231	25.112	57,496,212	36,360,165	25.112
Postsecondary Tech Ed	15,511,257		14,415,756		12,898,778	xxxxxxxxx	xxx
Adult Education	650,414		742,360		595,600	0	0.000
Adult Supp Education	941,626	xxx	472,218	xxx	600,000	xxxxxxxxx	xxx
Motorcycle Driver	72,759	xxx	70,288	xxx	75,000	xxxxxxxxx	xxx
Truck Driver Training	0	xxx	0	xxx	0	xxxxxxxxx	xxx
Auxiliary Enterprise	3,322,684	xxx	3,286,590	xxx	2,380,000	xxxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxxx	xxx
Capital Outlay	3,389,204	2.265	2,920,838	2.270	4,647,000	3,286,566	2.270
Bond and Interest	3,170,219		3,687,774		2,693,532	0	0.000
Special Assessment	0		0		0	0	0.000
No Fund Warrants	0		0		0	0	0.000
Revenue Bonds	0	xxx	0	xxx	0	xxxxxxxxx	xxx
Total All Funds	74,612,909	27.383	73,723,055	27.382	81,386,122	xxxxxxxxx	27.381
Total Tax Levied	35,704,387		37,715,673		xxxxxxxxx	39,646,731	
Assessed Valuation	1,303,888,797		1,377,389,260		1,447,942,227		

**Outstanding Indebtedness, July 1**

	2018	2019	2020
G.O. Bonds	26,783,000	23,910,000	20,120,000
Capital Outlay Bonds			
Revenue Bonds			
No-Fund Warrants			
Temporary Notes			
Lease Purchase Principal			
Total	26,783,000	23,910,000	20,120,000

\* Tax Rates are expressed in mills.

  
Dr. Ray Daniels, Chair of the Board of Trustees

**Proposed Budget for 2020-2021**  
**Budgeted Revenues, Reserves, and Operating Expenses**

Item Description	Budgeted Amounts
<b><u>Revenues</u></b>	
Tuition & Fees	\$ 9,733,000
Federal Grants & Contracts	11,875,000
State Grants	568,000
Private Grants	263,000
Auxillary Enterprises	2,520,000
Other Operating	375,600
Total Operating Revenues	25,334,600
County Property Tax (2% increase over 2019 Estimated)	44,019,850
State Aid	10,377,364
SB 155 Aid	3,535,000
Investment Income	175,000
Interest Expense	(786,971)
Transfer from Reserves for Capital Projects	-
Total Non-Operating Revenues	57,320,243
<b>Total Revenues</b>	<b>\$ 82,654,843</b>
<b><u>Operating Expenses</u></b>	
Salaries & Benefits	\$ 44,776,095
Contractual Services	1,736,000
Supplies & Other Operating Expenses	11,565,209
Utilities	1,992,600
Repairs & Maintenance to Plant (Includes Capital Outlay)	3,419,255
Scholarships & Financial Aid	10,148,500
Strategic Opportunities	1,250,000
Contingency	250,000
Debt Service	2,525,000
<b>Total Operating Expenses</b>	<b>\$ 77,662,659</b>
<b>Budgeted Changes in Net Position</b>	<b>\$ 4,992,184</b>



City of Bonner Springs  
KANSAS

## Neighborhood Revitalization Update

# City of Bonner Springs NRPs

- The NRP is a short-term property tax rebate incentive with the intent to provide a long-term increase to the property tax base by encouraging rehabilitation or new construction in eligible areas.
- Plan 1 – 1997 to August 2010
- Plan 2 – 2004 to February 2009
- Plan 3 – 2009 to August 2015
- Plan 4 – 2010 to August 2015
- Plan 5 – September 2015 to December 2020
- Plan 6 – January 2021 to December 2025

# Financial Impact of NRP

- 607 properties have applied since the NRP began in 1997
  - 539 of those properties are now paying full taxes
  - 18 properties completed the program after the 2019 tax year
    - Tax values prior to NRP - \$27,822 between all jurisdictions (KCKCC-\$4,535; USD-\$10,261; County-\$6,460; City-\$6,319; KS-\$247)
    - Tax values after NRP - \$92,835 between all jurisdictions (KCKCC-\$15,131; USD-\$34,238; County-\$21,557; City-\$21,085; KS-\$824)

# Current Bonner Springs NRP 5 and New NRP 6

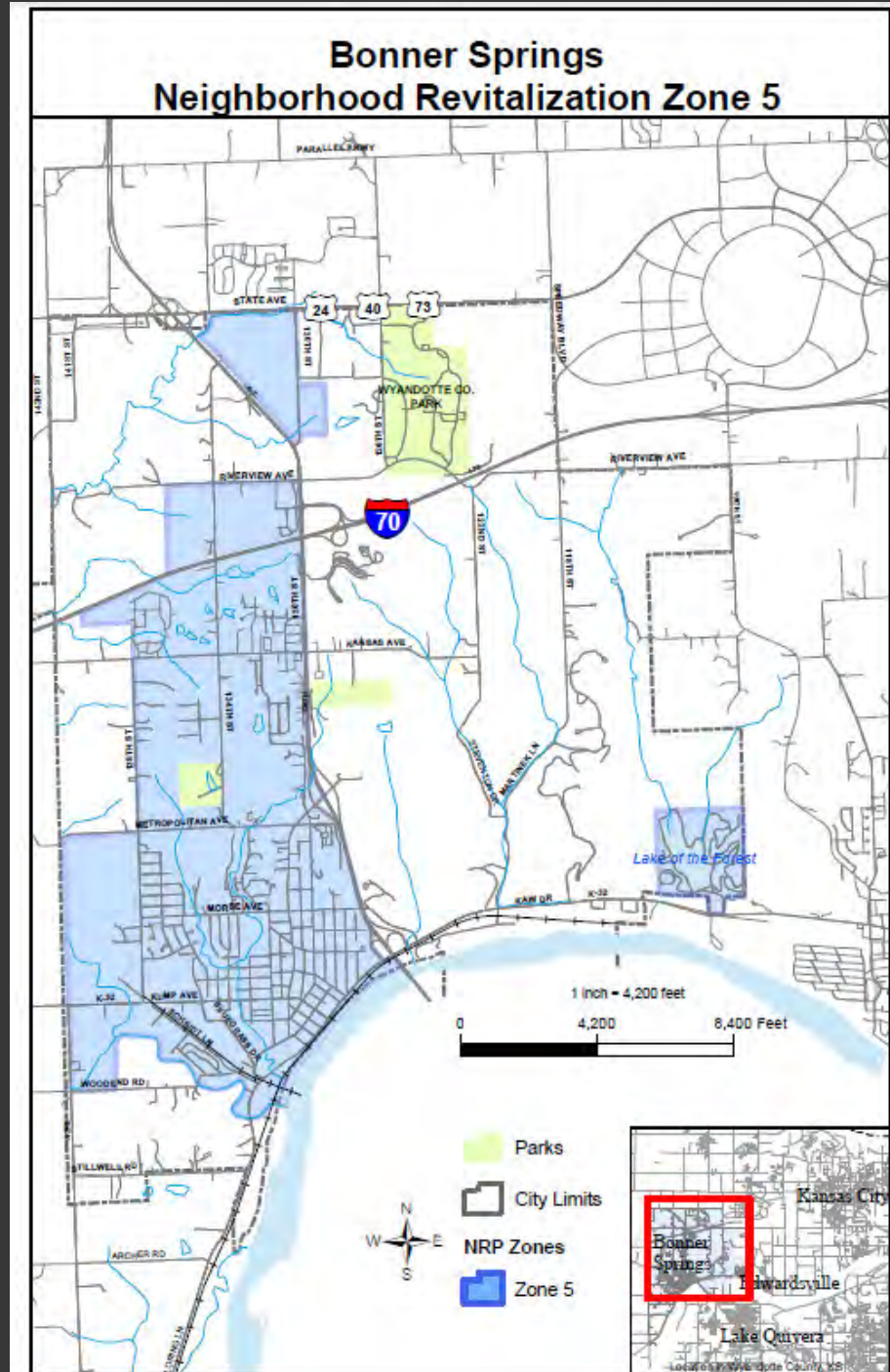
- Allow duplex units as rental or owner occupied
- Allow senior housing tax credit projects
- Minimum investment is \$170,000 for new single-family, commercial and industrial, and \$200,000 for duplex/multi-family units
- Rebate amount is 75% for 5 years, and senior housing is 50% for 10 years



# Eligibility Criteria for All NRPs

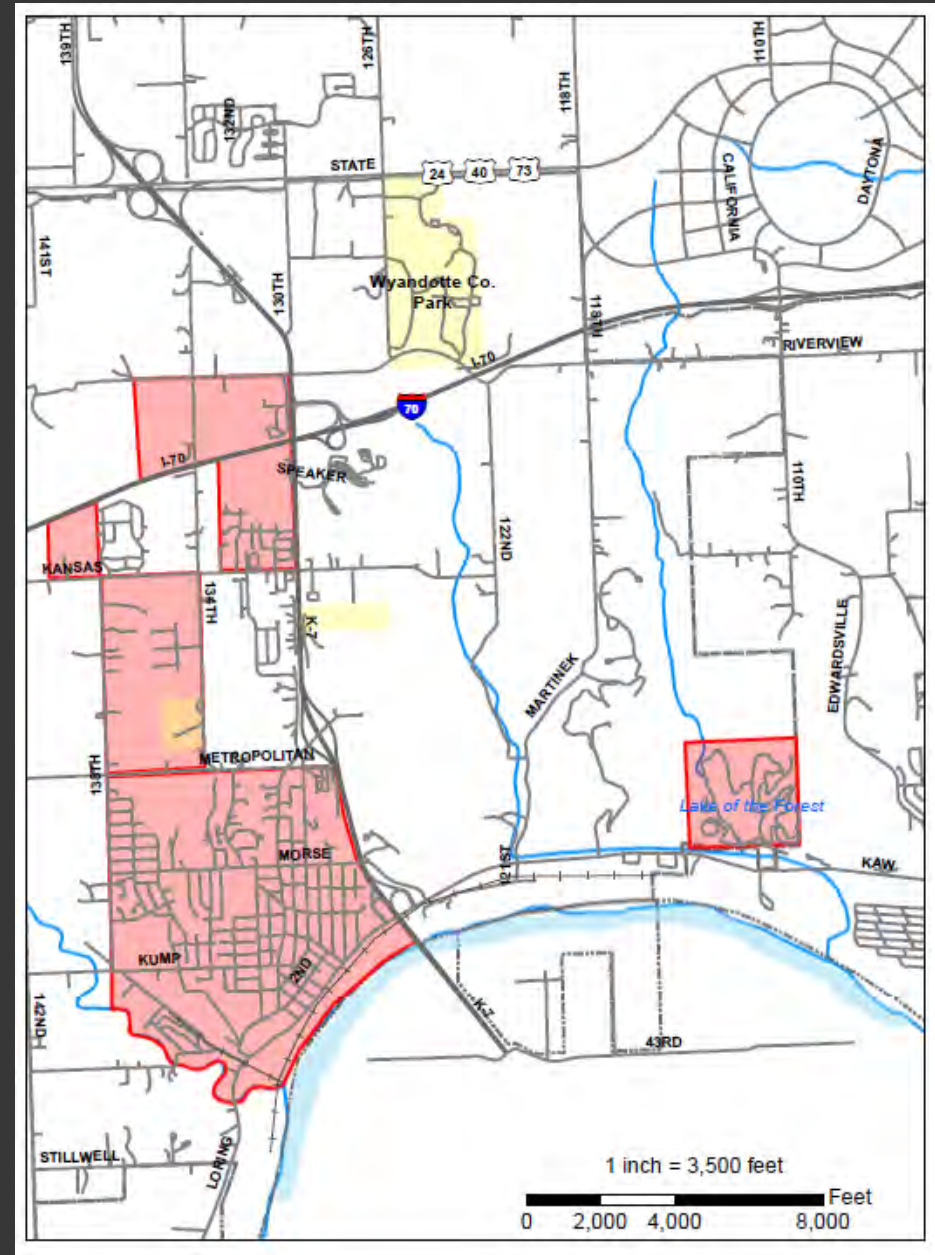
- Full property taxes must be paid before receiving a rebate
- If payment of taxes is 90 days delinquent twice during the rebate term, property is dropped from the program
- Single-family structures must be owner occupied and cannot be used as rental units

# Current Bonner Springs NRP 5 Area



# Bonner Springs NRP 6 Area

- Removes areas that haven't utilized the program and are in good repair
- Adds development area for future phases of Lei Valley
- Retains older areas that could benefit from in-fill and rehabilitation







# City of Bonner Springs

## KANSAS

---

July 28, 2020

Kansas City Kansas Community College  
Attn: Dr. Greg Mosier, Ed.D, President  
7250 State Avenue  
Kansas City, KS 66112

RE: Interlocal Agreement for City of Bonner Springs Neighborhood Revitalization Plan No. 6 (NRP 6)

Dear Dr. Mosier,

On behalf of the City of Bonner Springs, I would like to request to appear before the Board of Trustees on either August 11, 2020, or September 15, 2020, to make a presentation to seek their approval of an Interlocal Agreement for the City's Neighborhood Revitalization Property Tax Rebate Plan No. 6.

On July 27, 2020, the Bonner Springs City Council adopted the new NRP 6, which becomes effective January 1, 2021. I have enclosed copy of the ordinance which created the plan and a copy of the resolution that authorized the execution of an Interlocal Agreement with the Kansas City Kansas Community College Board of Trustees. The college is a taxing jurisdiction affected by the tax rebate plan, and it is necessary to obtain the Board's approval for the Interlocal Agreement.

The City currently has NRP No. 5 in place which expires December 31, 2020. As the plans have been so successful to meet the City's needs, we desire to continue the program for another five years with minor modifications to the eligible areas. Information is enclosed on Table 1 which provides a comparison between the existing NRP No. 5 and the new NRP No. 6.

Upon approval, please date, sign, and return three copies of the Interlocal Agreement to Amber McCullough, Assistant City Manager, City of Bonner Springs, P.O. Box 38, Bonner Springs, KS 66012. After final approval by the Attorney General, an approval original will be mailed to you.

I look forward to presenting the City's request to the Board of Trustees. Please contact Amber McCullough at 913-667-1719 or [amccullough@bonnersprings.org](mailto:amccullough@bonnersprings.org), to confirm the date, time, and location.

Sincerely,

Jeff Harrington  
Mayor

Enclosures

**Table 1. NRP Comparison Summary**

Items	Plan 3	Plan 4	Plan 5	Proposed Plan 6
Rebate Amount - All categories except senior housing tax credit projects	75% - 2 years 50% - 3 years	75% - 2 years 50% - 3 years	75% - 5 years	No changes from Plan 5 other than areas of eligibility.
Rebate Amount – Senior housing tax credit projects	None	None	50% - 10 years	
Minimum Investment – New construction for single family, commercial, industrial	\$140,000	140,000	\$170,000	
Minimum Investment – New construction for multifamily and duplex	\$140,000 No duplex allowed	\$140,000 No duplex allowed	\$200,000 Duplex allowed – rental or owner occupied	
Minimum Investment – Rehab for single family and multi family	None	5% of appraised value	5% of appraised value	
Minimum Investment – Rehab for commercial and industrial	None	15% of appraised value	15% of appraised value	

**Current NRP Plan No. 5 Map**



**Adopted NRP Plan No. 6 Map**





RESOLUTION NO. 2020-09

A Resolution of the City of Bonner Springs, Kansas Authorizing the Execution of Interlocal Agreements with the Unified School District No. 204, Kansas City Kansas Community College and the Unified Government of Wyandotte County and Kansas City, Kansas Relating to Neighborhood Revitalization Plan No. 6

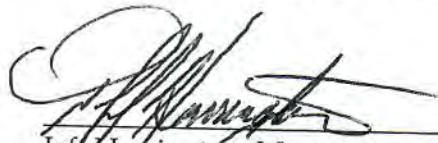
WHEREAS, the City of Bonner Springs, Kansas, adopted Neighborhood Revitalization Plan No. 6 pursuant to Ordinance No. 2494.

WHEREAS, the Governing Body seeks to enter into Interlocal Agreements with the above parties in order to provide for their consent to Neighborhood Revitalization Plan No. 6.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF BONNER SPRINGS:

1. AUTHORIZATION. The Mayor and City Clerk are hereby authorized to execute, on behalf of the City of Bonner Springs, Interlocal Agreements between the City and Unified School District No. 204, Kansas City Kansas Community College, and the Unified Government of Wyandotte County/Kansas City, Kansas, signifying said parties consent to and adoption of the Neighborhood Revitalization Plan No. 6 as set forth in Ordinance No. 2494.

Approved by the City Council and Signed by the Mayor on Monday, July 27, 2020.

  
Jeff Harrington, Mayor

ATTEST:

  
Christina Brake, City Clerk



## **ORDINANCE NO. 2494**

### **An Ordinance of the City of Bonner Springs Adopting Neighborhood Revitalization Plan No. 6 and Designating Neighborhood Revitalization Areas all as Provided by the Neighborhood Revitalization Act, K.S.A. 12-17,114 et seq.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BONNER SPRINGS, KANSAS:

Section 1: The City Council of the City of Bonner Springs conducted a public hearing on Monday, July 27, 2020, at 7:30 p.m. to hear and consider public comment on the Neighborhood Revitalization Plan No. 6 as required by K.S.A. 12-17,117(c).

Section 2: Neighborhood Revitalization Plan No. 6 - The City Council of the City of Bonner Springs does hereby adopt the Neighborhood Revitalization Plan No. 6 prepared by the City of Bonner Springs by reference as if fully set forth herein as provided for by K.S.A. 12-17,117(a).

Section 3: Designation of Neighborhood Revitalization Areas – Pursuant to K.S.A. 12-17,116, the City Council of the City of Bonner Springs hereby designates the following described property as the neighborhood revitalization areas which by reason of the presence of a substantial number of one or more of the following conditions: deteriorated or deteriorating structures, defective or inadequate streets, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, or a combination of such factors, substantially impairs or arrests the sound growth of the municipality, retards the provision of housing accommodations or constitutes an economic liability and finds that in said areas redevelopment is necessary to protect the public health, safety or welfare of the residents of the City of Bonner Springs.

The Neighborhood Revitalization Areas are described as follows: A perimeter legal description of the area in Plan No. 6, a revitalization area in Bonner Springs, Kansas:

All that part of “The Resurvey of The Lake of The Forest Club” subdivision located in the NE 1/4 Section 27, Township 11 South, Range 23 East, recorded in Wyandotte County, Kansas Plat book 20, Page 29, in Bonner Springs, Wyandotte County, Kansas.

Also: All of Section 29, Township 11 South, Range 23 East lying West of the present location of Kansas State Route 7 (K-7), all in Bonner Springs, Wyandotte County, Kansas.

Also: The North 1/2 of Section 32, Township 11 South, Range 23 East, lying Northwesterly of the present location of the Kansas River and the SW 1/4 of said Section lying North of the present location of Wolf Creek and West of the present location of the Kansas River, all in Bonner Springs, Wyandotte County, Kansas.

Also: That part of the Northeast 1/4 of Section 31, Township 11 South, Range 23 East, lying North and East of the present location of Wolf Creek, located in Bonner Springs, Wyandotte County, Kansas.

Also: All of the NE 1/4 and the SE 1/4 of Section 30, Township 11 South, Range 23 East, all in Bonner Springs, Wyandotte County, Kansas.

Also: All of the NE 1/4 and the SE 1/4 of Section 19, Township 11 South, Range 23 East, all in Bonner Springs, Wyandotte County, Kansas.

Also: All of that portion of the SW 1/4 of Section 18, Township 11 South, Range 23 East, lying South of Interstate 70 (I-70), and that portion of SW 1/4 of said Section noted as Parcel #105-044-18-0-30-02-002.01-0, and part of Parcel #105-044-18-0-30-02-002.00-0, all in Bonner Springs, Wyandotte County, Kansas.



Also: All of the NW 1/4 Section 17, Township 11 South, Range 23 East, all in Bonner Springs, Wyandotte County, Kansas.

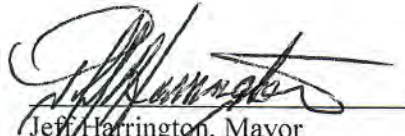
Also: All of the SW 1/4 Section 17, Township 11 South, Range 23 East, EXCEPT the W 1/2 of the W 1/2 of said SW 1/4, all in Bonner Springs, Wyandotte County, Kansas.


Also: All of that portion of the East 1/2 of the NE 1/4 of Section 18, Township 11 South, Range 23 East, lying West of North 134th Street and South of the present location of Riverview Avenue and North of Interstate 70 (I-70).

Section 4: This ordinance shall be in full force and effect from and after its passage and publication in the official city newspaper and on January 1, 2021 following the expiration of Plan No. 5 on December 31, 2020.

**Approved by the City Council and Signed by the Mayor on July 27, 2020.**

Attest:

  
Jeff Harrington, Mayor

  
Christina Brake, City Clerk





CITY OF BONNER SPRINGS INTERLOCAL AGREEMENT  
Neighborhood Revitalization Plan No. 6  
Kansas City Kansas Community College

THIS INTERLOCAL AGREEMENT (hereinafter referred to as "Agreement") entered into this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the City of Bonner Springs, a duly organized municipal corporation hereinafter referred to as "City" and the Kansas City Kansas Community College hereinafter referred to as "KCKCC".

WHEREAS, K.S.A. 12-2904 allows public agencies to enter into interlocal agreements to jointly perform certain functions including economic development; and

WHEREAS, all parties are pursuant to K.S.A. 12-2903 public agencies, capable of entering into interlocal agreements; and

WHEREAS, K.S.A. 12-17,114 et seq. provides a program for neighborhood revitalization and further allows for the use of interlocal agreements between municipalities to further neighborhood revitalization; and

WHEREAS, the City of Bonner Springs did adopt Ordinance No. 2494 on July 27, 2020, whereby the City adopted the Neighborhood Revitalization Plan No. 6 pursuant to the provisions of K.S.A. 12-17,114 et seq.; and

WHEREAS, it is the desire and intent of the parties hereto to provide the maximum economic development incentive as provided for in K.S.A. 12-17,119 by acting jointly.

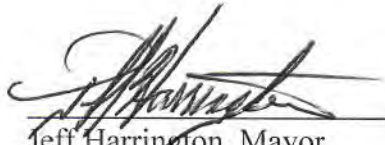
NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN THE PARTIES AGREE AS FOLLOWS:

1. Adoption of Plan. The KCKCC hereby adopts and consents to the Neighborhood Revitalization Plan No. 6 as adopted by the City of Bonner Springs. The parties further agree the Neighborhood Revitalization Plan No. 6 as adopted will not be amended without approval of the parties except as may be necessary to comply with applicable state law or regulation.
2. Administration. The parties further agree that the Unified Government of Wyandotte County/Kansas City, Kansas, "Unified Government" shall administer the Neighborhood Revitalization Plan No. 6 as adopted by each party on behalf of the signatory parties. The Unified Government shall create a Neighborhood Revitalization Fund pursuant to K.S.A. 12-17,118 for the purpose of providing rebates as outlined in the Plan. Any increment in property taxes received by the Unified Government resulting from qualified improvements to property pursuant to the Neighborhood Revitalization Plan No. 6 shall be credited to the Unified Government's Neighborhood Revitalization Fund. The Unified Government is authorized to retain an administration fee of 5% of said increment and to distribute rebates in accordance with the Plan following the adoption of this Agreement, including any tax increment received for the 2025 tax year but not received or payable until 2026.

3. Expiration & Modification. This Agreement shall expire December 31, 2025. The parties agree to undertake a periodic review of the Neighborhood Plan No. 6 to determine any needed modifications. The parties agree that any party may terminate this Agreement prior to December 31, 2025, by providing thirty (30) days advance written notice, provided however; any applications for tax rebate submitted prior to termination shall, if approved, be considered eligible for the duration of the rebate period.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the date and year first above written.

  
Christina Brake, City Clerk

  
Jeff Harrington, Mayor

Kansas City Kansas Community College

\_\_\_\_\_  
President of the Board (Date)

Attest:

\_\_\_\_\_  
Clerk of the Board

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by the Attorney General of the State of Kansas.

\_\_\_\_\_  
Kansas Attorney General



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



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

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

Virtual Meeting

**CONSENT AGENDA – Item A**  
**Meeting Minutes**

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 5:07 p.m. The Pledge of Allegiance was led by Dr. Greg Mosier, President of Kansas City Kansas Community College.
2. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Brune, Criswell, Daniels, McIntyre, Sutton. All members present.
3. **Approval of Agenda:** Chair Daniels called for a motion to accept the Agenda. Dr. Mosier requested that the sixth item concerning McAnany, Van Cleave, and Phillips Law Firm under “New Business” be removed from the agenda as it was covered in the January 2020 Board meeting. Trustee Sutton made a motion to approve the agenda as amended. Vice-Chair Criswell second the motion. **The Motion Carried.**
4. **Audience to Patrons and Petitioners:** Chair Daniels addressed those attending the meeting via Zoom. He invited attendees interested in addressing the Board to raise their hand in the chat room to be acknowledged. After receiving no response from the audience, Chair Daniels moved forward to the next agenda item.
5. **Recognitions/Presentations:** Chair Daniels invited Dr. Barbara Clark-Evans, Director of the Intercultural Center, who also serves as the Title IX Coordinator at KCKCC, to present the Board with updates concerning Title IX. Dr. Clark-Evans shared that Title IX is a gender equity law and prohibits discrimination based on sex. She continued with a brief explanation of the several changes to the law and the effect that such changes will have on KCKCC and the current processes and procedures. Upon completion of her report, Dr. Clark-Evans asked the Board for any questions or comments. Chair Daniels asked Dr. Mosier the direction to the faculty and staff concerning reporting. Dr. Mosier answered that faculty and staff have a moral obligation to report incidents. Chair Daniels further inquired about the impact the updates will have on the Student Code of Conduct. Dr. Clark-Evans answered that the effect will be procedural in how incidents are handled by all parties involved.

6. **Communications:** With no scheduled communications, Chair Daniels moved to the next agenda item.
7. **Board Committee Reports:** Chair Daniels called for reports from the Board Committees. On behalf of the Board Finance Committee, Vice-Chair Criswell stated that in their last meeting on July 14<sup>th</sup>, the following items were discussed:
  - Draft budget
  - Property tax rate
  - Engagement of Novak & Burks for annual audit
  - Updates for Downtown and Student Housing projects
  - Discussion of SPARKS Funding requests to the state

On behalf of the Board Policy Committee, Trustee Sutton stated that the committee did not meet in July and hope to resume meetings in September.

8. **Consent Agenda:** Chair Daniels called for a motion to accept the Consent Agenda. Trustee Sutton stated concerning the Personnel Report that she was sorry to see the resignation of Mr. Marquis Harris, Coordinator of the Intercultural Center, and offered congratulations to those who received promotions. She added that she was especially happy for Ms. Shazia Siddiqua, who remains with KCKCC as the new Assistant Database Administrator. Trustee Brune made the motion to accept the Consent Agenda. Trustee Brown seconded the motion. **The Motion Carried.**
9. **Student Senate Report:** Chair Daniels acknowledged that there would be no Student Senate report this month and that he looks forward to the students' return in August.
10. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier reported the following –
  - Looking forward to the Student Senate reports again with students on campus.
  - Planning for Fall reopening with COVID-19, with additions to the Spring Blue Devils Comeback Plan with the health and safety of our students, employees, and guests. The additions include course scheduling efforts and the implementation of ideas for keeping college safely moving forward.
  - On May 26<sup>th</sup>, KCKCC was the first college in the area to reopen and we remain healthy and vigilant in our safety and cleaning practices. KCKCC requires the proper wearing of face-coverings, which covers the nose and mouth, at all locations.
  - A few changes to protocols moving into fall will include discontinuing temperature checks effective August 1<sup>st</sup>, adding clarity to the definition around proper wearing of the mask/face-covering. Additionally, we have over 60,000 masks on hand and 3,000 KCKCC masks on hand. The College will be giving employees 2 KCKCC masks and saving the disposal masks for the guests. Again, KCKCC is 100% dedicated to health and safety.
  - Procedures for those with COVID-related symptoms or who have tested positive for COVID-19 have been developed and will be sent to all employees and students. The procedures will be posted on the KCKCC COVID website as well.

- New executive orders from the governor were originally cause for concern with high schools not starting classes until after Labor Day. With the recent clarification from the governor, students taking dual and concurrent courses will be allowed to attend our college with their own transportation.
- KDHE is working on guidance for community colleges and universities concerning COVID.
- The Chat with the President and Cabinet was held on Thursday, July 16<sup>th</sup>, with about 140 employees in attendance.

Dr. Mosier concluded his report and asked the Board for any comments or questions. Hearing none, Chair Daniels called for a motion to accept the President's Report. Trustee Ash made a motion. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

**11. Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope reported the following –

- Center for Teaching Excellence – creating several videos to support our faculty with best practices for virtual learning. With ever increasing views, we know that faculty members are finding the videos useful. A huge thanks to the Center for Teaching Excellence and Online Education Services.
- The Writing Center hosted a Haiku Poetry Contest last month. The winning haiku was written by Mr. Dean Staggs and is titled, "Social Distance Relationship." Mr. Pope read the haiku and offered congratulations to the winner and all who made submissions.
- Arts, Communications, and Humanities Department – the Music department has been focusing on how to teach music in this COVID environment as well as participation in interesting race-relations discussions.
- The Music department was chosen to be the recipient of an Ella Fitzgerald Memorial Scholarship. The KCKCC student who was awarded is Mr. Christian Anderson, a second year Music major from Shawnee, KS.

Chair Daniels expressed that this was quite an accomplishment and congratulated all involved in bringing the award to KCKCC and to the first student recipient.

- Career and Technical Education – currently working on grants; expressed gratitude to Dean Cheryl Runnebaum and the faculty and staff who are working on those grants.
- Nursing department received another nursing initiative grant. This will be used to support the faculty and students as new curriculum is implemented.
- Mathematics, Science, and Business Technology – Ms. Lakshmy Sivaratnam, Professor of Business and Accounting Coordinator, was appointed treasurer of the Accreditation Council for Business Schools and Programs (ACBSP) Board of Directors.
- Saturday Academy received a grant.
- Social Behavior Science – Professor of Sociology, Ms. Emily Morrow, was a co-contributor for an article titled, "What's the Hold Up? – A Qualitative Mixed-Methods Analysis of Post-Operative Radiotherapy Delay in Head and Neck Cancer" which was

accepted for publication by the “Head and Neck Journal – Journal of the Sciences and Specialties of the Head and Neck”.

- Mentioned that in conversations with colleagues at other institutions, with events such as “Chat with the Prez,” KCKCC really is leading the way through the communication with our faculty, staff, and constituents. Mr. Pope expressed gratitude for Dr. Mosier’s leadership, fellow members of the President’s Cabinet for their teamwork, and gave a huge shout out to the deans for all their hard work on schedules, managing furniture, and other preparations for the upcoming semester.

Mr. Pope concluded his report and asked for any comments and questions from the Board. Trustee Sutton thanked Mr. Pope for his report and asked whether there was any additional liability involved for the students in the Health Professions programs that require clinicals. Dr. Mosier answered that work-related incident is added to insurance coverage at the state-level for COVID-19 liability.

Chair Daniels asked for any additional comments or questions. Hearing none, Trustee Sutton 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. Delfina Wilson reported the following –

- Thanked the Board for their support and all faculty and staff as it takes an entire college to run smoothly and to continue to provide high quality service and support to our students.
- Student Relief Fund as of July 13<sup>th</sup> – with the CARES Act funding, KCKCC has awarded 533 students with \$488,000 dollars; with the KCKCC Foundation funding, KCKCC has awarded 95 students with \$47,000 dollars; with the KCKCC Match funding, KCKCC has awarded 162 students with \$112,000 dollars. This is a total of 693 unduplicated students who have received approximately \$646,000 dollars in COVID Relief Funds. There is still funding available, so we continue to encourage students to apply. Tomorrow last day to apply for funding for the summer 2020 semester. Messaging for fall 2020 semester funding will be pushed by August 1<sup>st</sup>. Grants will be increased for students who apply and are taking 12 credit hours in the fall. Dr. Wilson shared KCKCC billboard information designed to capture attention of potential students. Scholarship information will be added to the website, BlackBoard, social media, and the Financial Aid office to remind all students to apply for the COVID Relief funds and with whom to connect with.
- Safety measures updated for Fall 2020 Comeback Plan, with additional information for students concerning student housing, courses, activities, and what to do in these situations. KCKCC Blue Devil mascot will also be wearing a mask.



- Enrollment continues to creep up – number for head count still down about 16.8% and credit hours at 17.6% in comparison to this time last year.
- Introduced Mr. Tony Tompkins, Athletic Director, to share an update concerning KCKCC Athletics. Mr. Tompkins shared that last Monday, the NJCAA approved moving many of the sports to the spring 2020 semester to give student athletes to best option to compete and complete a season. For fall, all teams will practice according to specific guidelines – scrimmages and outside games still yet to be determined by Jayhawk Conference. A September date is being considered to reevaluate scrimmages with the conference. Athletics has a COVID Response Plan for Student Athletes. It will be posted on the Athletics website for student athletes to know what to expect. Moving towards securing a COVID Testing company for student athletes to be tested before practice. Daily screenings will continue in the Athletics department and for student athletes. Student athletes were issued cloth masks to be worn. Working on social engagement for the students during the fall. Coaches are doing a great job keeping the students informed.

Trustee Sutton asked about logistics in the spring coordination for sporting events and the renting of facilities for outside organizations in the fall. Mr. Tompkins answered that the current plan is not to allow athletic facility rentals. The decision will be revisited in September. Dr. Mosier added that our athletic teams will be in those fields during the fall. He continued that the College will continue to put the health and safety of our community first over revenue. Trustee Ash asked if the college has lost any athletes. Mr. Tompkins answered that there are new international students who may complete courses online and plan to come to campus in the spring. Trustee Ash continued by asking the mood of the student athletes and coaches during this time. Again, Mr. Tompkins answered that everyone wants to come back, they just want to know the protocols.

Chair Daniels thanked Mr. Tompkins for his report. Dr. Wilson continued with the Student Affairs report as follows –

- Student Housing has detailed plan for reopening. Check-ins will include temperature checks. Testing will be required of all students in student housing. The college is currently looking for vendor to partner with in providing COVID testing.

Dr. Wilson concluded her report and asked the Board for any comments or questions. Vice-Chair Criswell thanked Dr. Wilson for the comprehensive report and asked about the testing of those in student housing. Dr. Wilson answered that testing would be required upon entry. From there, students will be encouraged to get tested if they exhibit symptoms.

Trustee Sutton added that she noticed that Ms. Kim Leland, College Nurse, is working on a COVID-19 safety manager training. Dr. Wilson confirmed and added that Ms. Leland may also receive training as a certified COVID case tracing specialist.

Chair Daniels asked whether the custodial staff included enough people to accomplish the additional cleaning needs for the college. Dr. Mosier answered that the college currently have the custodial needs covered with Facility Services crew members pitching in beyond their normal scope to get the job done well. Mr. Beach added that the Facility Services team can meet all the cleaning demands to include electrostatic fogging. At present it is fine but this may change in the future.

Chair Daniels asked for any additional comments or questions. Hearing none, Vice Chair Criswell made a motion to accept the Vice President of Student Affairs report. Trustee Sutton 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 –

- Very excited to share for FY 2020-21, KCKCC will be adding advertising via music streaming mediums such as Spotify, TuneIn, and others. People will now hear KCKCC ads while listening to their music.
- New Billboards and marquee messaging to spread the word about scholarship funds to pay for fall 2020 semester.
- Social media remains very strong. In comparing stats from 2018-2019 to 2019-2020, KCKCC has seen a 79% increase of number of unique people who have seen KCKCC posts. Huge thanks to Kelly Rogge, Public Information Manager!
- In the next week or so, new navigation will be added to the KCKCC website. Mr. Matt Fowler, Web Designer, and Mr. Omar Brenes, Web Architect, are working on the project now.
- Ms. Bartunek shared a new radio ad, “Stay Local. Save Thousands.”
- Ms. Donna Shawn, Director of Technical Education, was successful in receiving the marketing grant for female students in nontraditional fields.
- Ms. Bartunek shared digital representation of the KCKCC Mascot, Blue, wearing a mask and branding about social distancing.

Ms. Bartunek concluded her report and asked the Board for any questions or comments. Vice-Chair Criswell celebrated Ms. Bartunek and said that she, “knocked it out of the park again!” She thanked Ms. Bartunek and her team for their efforts.

Chair Daniels asked for any additional comments or questions. Hearing none, he asked for a motion to accept the Vice President of Strategic Initiatives and Outreach report. Vice-Chair Criswell made a motion. Trustee McIntyre 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 –

- Expressed gratitude for Vice-Chair Criswell’s remarks.
- Big shout out for Student Housing team!



- Finance Team completed Property Tax Calculations. These will be presented to the Board for approval for posting. Mr. Beach extended great thanks to Ms. Lesley Strohschein, Controller, and her team for completing the project.
- Year-end is already under way; most of the end-of-year audit has been completed. Documentation is being gathered and prepared for the audit team before they arrive for a timelier report and some cost savings for the college.
- FY2020-21 budget is almost complete apart from strategic priorities. Draft is about ready for approval. This will be the third cycle for the zero-based budgeting process for the college. Through zero-based budgeting the college has been able to reduce spending effectively and efficiently without reducing the needs being met in the departments. Thanked all budget managers for allowing the college to run leaner and more efficiently with funding as we have.
- Business Office supports the Student Services Office in getting the funds dispersed to the students awarded with COVID grants.
- Big shout out to custodial crews for doing the cleaning in the high-risk areas. They are doing a great job!
- Maintenance crews doing a great job in remodeling a large section of the Humanities building with repainting, new carpeting, and new furniture to name a few of the updates.
- Financial statements have been included in the Board Packet for review.
- Electrical Usage report continues to drop over the calendar year 2020 in kilowatt usage. Unfortunately, the cost per kilowatt continues to increase. The College sees a small savings.

Mr. Beach concluded his report and asked the Board for any questions or comments. Vice-Chair Criswell commended Mr. Beach on a great job. Trustee Ash seconded and thanked Mr. beach for getting to the progress that was hoped for when the energy savings plan was established. He asked the status of the deli for fall. Mr. Beach answered that the intention is to have the deli open in the fall while observing the necessary measures of safety. He added that the cafeteria at TEC would also be open.

Chair Daniels asked for any additional questions or comments. Hearing none, he asked for a motion to accept the Chief Financial Officer report. Trustee Ash made the motion. 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. Ms. Nela Bruner, Staff Development Specialist, reported the following in Ms. Christina McGee's absence –

- In training development, the Human Resources department decided on KnowledgeCity as the vendor. They will provide all training for KCKCC to include the Title IX and Clery Act training. The plan is to have this training platform available next month. KnowledgeCity will replace the DStafford training platform. Dr. Mosier asked if the trainings offered by KnowledgeCity are more contemporary. Ms. Bruner answered that the trainings are more engaging and fun and are designed for employees to enjoy them.

Ms. Bruner concluded the report and asked the Board for any questions or comments. Hearing no questions or comments, Chair Daniels called for a motion to accept the Chief

Human Resources Officer report. Trustee Brown made the motion. Trustee McIntyre seconded the motion. **The Motion Carried.**

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

- Thanked Mr. Pat Kelly, Academic Support Specialist, for support with Multifactor authentication roll-out. A date will be chosen to turn on the service for the remaining personnel at end of summer 2020 semester.
- Information Services closed its largest number of HelpDesk tickets within a month in July.
- Media and Computing Services are working to update instructor stations and student stations, respectively, in several classrooms. They are replacing computers with newer machines and larger screens.
- Under carpet wiring in Room 3626 is being run to create a wide-open room for the instructor. The room should be ready before classes begin.
- Thanked Dr. Mosier and everyone for working together to allow the college to order the 100 laptops to get more faculty and staff mobile. The new devices should arrive next month.

Mr. Gabriel concluded his report and asked the Board for any questions or comments. Hearing none, Chair Daniels called for a motion to accept the Chief Information Officer report. Trustee Ash made a motion to accept the Chief Information Officer report.

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

Chair Daniels expressed appreciation for the leadership of this administrative team. He shared that leadership really matters and it really counts, and this team has really shown great leadership.

**17. Unfinished Business:**

- Chair Daniels called the Board's attention to the Neighborhood Revitalization Act for 2021 – 2025. He asked Dr. Mosier for his recommendation. Dr. Mosier recommended this as a benefit to the college in the long-term. He shared that this interlocal agreement would encourage the development of new properties at a larger scale than has been approved in the past. Trustee Ash shared that his agreement may be one of the best ones he has seen.

Chair Daniels asked for any additional comments or questions. Hearing none, Trustee Ash made a motion to approve the signing of the Neighborhood Revitalization Act for 2021 – 2025 Interlocal Agreement with the Unified Government of Wyandotte County. Trustee Brown seconded the motion. **The Motion Carried.**

- Chair Daniels called for the update on the 2020-2023 Strategic Plan by Ms. Tami Bartunek. Ms. Bartunek assured the Board that a digital copy of the report would be sent to them in the coming days. She updated the Board on a few of the 16 KPIs from the 4 priorities and goals.

Chair Daniels asked the Board members to review the report upon receipt. He thanked Ms. Bartunek for providing the overview.

**18. New Business:**

- Chair Daniels called for the KCKCC 2020 Annual Report, presented by Ms. Tami Bartunek. Ms. Bartunek shared the Annual Report. She thanked Ms. Taylor Bolls, Graphic Designer, and Ms. Kelly Rogge, Public Information Manager, for their design and organization of the magazine. Chair Daniels expressed that the magazine was really nice and he is looking forward to seeing it. Chair Daniels asked whether the digital copy of the annual report would be added to the KCKCC website. Ms. Bartunek confirmed that it would be and that the digital copy would also be sent to the Board after the meeting. Trustee Ash shared that Ms. Bartunek should share the report with other electorates, legislators, partners, and school districts. The Board thanked Ms. Bartunek and her team for their impressive work.
- Chair Daniels invited Mr. Michael Beach to present the recommendation for approval of Novak Birks as KCKCC's Audit firm to perform the FY2019-20 Annual Audit of Financial Statements. The annual fee is approximately \$70,000.00. Mr. Beach stated that the KCKCC Administration recommends to employ Novak Birks. He added that the fee decreases each year as the vendor becomes more familiar with the college and the college becomes more familiar with the process. Trustee Brown made the motion to approve Novak Birks as KCKCC's Audit firm to perform the FY2019-20 Annual Audit of Financial Statements. Vice-Chair Criswell seconded the motion. **The Motion Carried.**
- Chair Daniels invited Mr. Michael Beach to present the recommendation for approval of Bovard Insurance Agency as KCKCC's insurance broker. The annual insurance renewal fee for FY2020-21 is \$703,882.00. The annual insurance fee for FY2019-20 was \$629,229.00. Mr. Beach stated that over the last two years, colleges across the country have been experiencing significant increases in property and liability insurance largely due to the reduction in the number of underwriters in the business. Although KCKCC has experienced a significant increase, our fees are due to our property, liability, and auto needs. It is the KCKCC Administration recommendation that the college renew the total insurance package with Bovard Insurance Agency. Trustee McIntyre made a motion to approve Bovard insurance Agency as KCKCC's insurance broker. Trustee Ash seconded the motion. **The Motion Carried.**
- Chair Daniels invited Mr. Michael Beach to present the recommendation for approval to publish the Notice of Property Tax Hearing for FY2020-2021. Mr. Beach began by sharing the details of the Notice of Public Hearing. It is the KCKCC Administration recommendation to not increase the mill levy and to publish the rates as listed. The Board expressed their commitment not increasing the mill levy. Chair Daniels asked the Board for any questions or comments. Hearing none, he asked for a motion to approve to publish the Notice of Property Tax Hearing for FY2020-21. Vice Chair Criswell made a motion to approve the publishing of the Notice of Property Tax Hearing for FY2020-2021. Trustee Brune seconded the motion. **The Motion Carried.**
- Chair Daniels invited Dr. Greg Mosier to present the recommendation for approval of the recommended developer for the Student Housing project. Dr. Mosier reminded

the Board that the college select a cross-institutional team looking at a good number of proposals for our student housing project. The Student Housing Committee implemented a 5-step evaluation process to reach this point. The committee selection of group of providers – the group is a Kansas group who have built facilities across the state of Kansas with a reputation of 20-30 years of doing business in Kansas and the Midwest. Dr. Mosier shared some details about the facilities to be built. The recommended group is for signature to move forward with for additional due diligence to put together a package at the end of September or in October 2020. At that time, should everything continue down a positive path, the Student Housing Committee would ask for Board approval to sign a contract to begin the building of new student housing facilities in early spring 2021. The organizations that comprise this group are GLMV Architecture, Christie Development, Par Development, and Conco Construction.

Dr. Mosier asked for any questions or comments that the Board may have. Chair Daniels asked the Board for questions or comments. Hearing none, he asked for a motion to approve the recommended developer for the Student Housing project. Trustee Brown made a motion to approve the recommended developer for the Student Housing project. Trustee Sutton seconded the motion. **The Motion Carried.**

- Chair Daniels invited Mr. Michael Beach to present the recommendation for approval of Royal Ridge Apartment Lease Agreement for student housing in the amount of \$541,000 per year. Mr. Beach stated that this is an annual request for the college. The rents are not increasing, and the college is very appreciative. The annual commitment will be paid monthly. The KCKCC Administration's recommendation is to continue providing student housing with Royal Ridge Apartments. Chair Daniels asked if there were any questions or comments from the Board. Hearing none, he called for a motion to approve the recommendation renewing the Royal Ridge Apartment Lease Agreement for student housing. Vice-Chair Criswell made the motion to approve the recommendation renewing the Royal Ridge Apartment Lease Agreement for student housing. Trustee McIntyre seconded the motion. **The Motion Carried.**

Chair Daniels reminded the Board of the Annual Board Retreat on Aug. 15<sup>th</sup>. The retreat will be virtual. The Board Evaluation in addition to the Board goals from last year will be on the agenda for the Board retreat.

19. **Executive Session(s):** Chair Daniels acknowledged that there were no executive sessions action needed for the general meeting.

21. **Adjournment:** Vice-Chair Criswell made a motion to adjourn the meeting. Trustee Ash seconded the motion. The Motion Carried.

The meeting of the Board of Trustees adjourned at 7:27 p.m.

ATTEST: \_\_\_\_\_

Chairperson, Dr. Ray Daniels

\_\_\_\_\_

Secretary, Dr. Greg Mosier



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



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

**KANSAS CITY KANSAS COMMUNITY COLLEGE  
Board of Trustees Special Meeting Minutes  
July 21, 2020**

**Virtual Meeting**

**CONSENT AGENDA – Item A1**  
**Meeting Minutes**

The Board of Trustees met virtually on Tuesday, July 21, 2020 on the KCKCC Microsoft Teams meeting platform.

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

The meeting was called to order at 4:06 p.m. by Board Chair, Dr. Ray Daniels.

Dr. Mosier shared the Fall 2020 semester opening plans and college updates with Board. The completed plan will be shared campus-wide tomorrow and will be heavily publicized with the college community.

Dr. Mosier and the President's Cabinet hosted a "Chat with President" on Thursday, July 16<sup>th</sup>. Many details of the Fall 2020 opening plan were discussed and was followed by a question and answer portion for employees. The virtual meeting lasted for 90 minutes was well attended with about 140 employees.

Dr. Mosier shared that the college will be receiving additional funds for COVID-related expenses from the state's SPARKS fund. There will be approximately \$60 million dollars to come from the governor's office; Kansas community colleges are expected to receive about \$9.4 million dollars.

The governor's announcement for k-12 institutions to not return to school until after Labor Day holiday was clarified to allow students enrolled in dual and concurrent courses at community colleges to attend those classes. questions regarding transportation still exist.

There are additional CARE funds for transportation for high school students to get to the colleges for dual and concurrent courses.

Dr. Mosier asked the Board for any questions. Vice-Chair Criswell asked about a tentative contingency plan should there be an outbreak on campus. Dr. Mosier explained that there is a plan for those who test positive for COVID-19. As well as for those who were in close contact with the COVID positive person.

Chair Daniels asked about the plan for convocation for faculty and staff. Dr. Mosier answered that Fall Convocation 2020 would be virtual. Dr. Mosier shared a brief agenda for the week of professional development trainings. Business as usual but in a virtual environment.

Chair Daniels asked if there were any other questions or comments. Hearing none, Dr. Mosier moved on to the next item.

Dr. Mosier shared a proposal from President's Cabinet for a COVID-19 Shared Leave Bank. For those who have tested positive for COVID-19, Cabinet is proposing a shared leave pool to be used by those who are in need leave for COVID-related challenges. Dr. Mosier asked the Board's perspective on the shared leave proposal as an administrative practice.

Trustee Brune asked about leave hours in relation to pay differential. Dr. Mosier shared that the leave bank would be calculated hour for hour. The Board shared their support for the proposal.

At 4:26 p.m., Chair Daniels called for a motion for the Board to enter an executive session for 6-minutes to discuss personnel matters of nonelected personnel with possible action to follow in open session. Vice-Chair Criswell made a motion to enter in executive session for 6-minutes. Trustee McIntyre seconded the motion. **The Motion Carried.**

Due to technical difficulties, Ms. Risala Allen, Executive Administrative Partner to the President and Board of Trustees, announced that the executive session began at 4:36 p.m.

At 4:42 p.m., the Board returned to open session. Vice-Chair Criswell made a motion to accept the retirements of Ms. Jessie J. Johnson and Mr. Mitchell Ruff and to waive fees per the Master Contract. Trustee Brune seconded the motion. **The Motion Carried.**

At 4:43 p.m., Chair Daniels called for a motion for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session for an amended 10-minutes. Vice-Chair Criswell made the motion. The motion was seconded by Trustee Sutton. **The Motion Carried.**

Due to technical difficulties, Ms. Risala Allen, Executive Administrative Partner to the President and Board of Trustees, announced that the executive session began at 4:54 p.m. At 5:04 p.m., the Board returned to open session with no action to follow. Chair Daniels adjourned the meeting.

ATTEST:

---

Chairperson, Dr. Ray Daniels

---

Secretary, Dr. Greg Mosier





## **Recommendations for Payment**

### **CONSENT AGENDA – Item B**

**August 11, 2020**

1. Approval in the amount of \$381,601.00 to **P1 Group Inc.** for electrical systems switch-gear; entire east side of Main Campus. Requested by Mr. Jeff Sixta.
2. Approval in the amount of \$140,220.00 to **Leeder Furniture** for Student Housing furniture (steel frame beds and mattresses, two drawer chests, sofas and chairs). Requested by Dr. Delfina Wilson.
3. Approval in the amount of \$77,215.00 to **Ellucian Inc.** for annual license renewal. Requested by Mr. Peter Gabriel.
4. Approval in the amount of \$25,600.00 to **Lenovo Inc.** for replacement computers for two classrooms. Requested by Mr. Peter Gabriel.

July bills totaling \$2,692,582.88 includes June VISA bills of \$173,712.63.



## **Items for Ratification**

### **CONSENT AGENDA – Item C** **August 11, 2020**

1. **\$18,795.00** to **KACCT** for Annual Regular Dues 2020-2021. Requested by Dr. Greg Mosier.
2. **\$15,960.00** to **Lenovo Inc.** for 20 new computers for Cyber Security Program and classroom. Requested by Mr. Peter Gabriel.
3. **\$14,080.00** to **Lenovo Inc.** for 22 new computers to replace existing classroom computers. Requested by Mr. Peter Gabriel.
4. **\$17,493.72** to **Yellow Dog Network Inc.** for Software and Maintenance support for Barracuda Email Archiver. Requested by Mr. Peter Gabriel.
5. **\$33,709.35** to **Thyssenkrupp Elevator Corporation** for the Nursing elevator. Requested by Mr. Jeff Sixta.
6. **\$10,359.00** to **Hannon Hill Corporation** for Cascade Website Management System renewal. Requested by Ms. Tami Bartunek.
7. **\$13,500.00** to **Simplar Foundation** for Student Housing Project consulting services – solicitation and evaluation (7/7/20). Requested by Dr. Delfina Wilson.
8. **\$13,500.00** to **Simplar Foundation** for Student Housing Project – Task # 4 research agreement services (7/20/20). Requested by Dr. Delfina Wilson.
9. **\$54,112.62** to **Continental Title** for land acquisition closing costs. Requested by Mr. Michael Beach.
10. **\$109,735.74** to **MBS Textbook Exchange, Inc.** for textbooks. Requested by Mr. Kasey Mayer.
11. **\$57,383.00** to **Redshelf, Inc.** for Spring 2020 Digital Textbook Access. Requested by Mr. Kasey Mayer.
12. **\$26,901.00** to **Adobe Inc.** for annual licensing of Adobe Pro. Requested by Mr. Peter Gabriel.

## HUMAN RESOURCES - PERSONNEL ITEMS

### CONSENT AGENDA – Item D

August 11, 2020

### SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIV	EFF. DATE
Resignation	Bolewski, Kimberly	Adjunct-Nursing Lab	Nursing	Academic Affairs	07/13/2020
Resignation	Clements, Jacob	PT Adult Education GED Instructor	Adult and Continuing	Academic Affairs	06/30/2020
Resignation	Fleener, Brooke	Admissions Recruiting Coordinator I	Admissions	Student Affairs	08/07/2020
Resignation	Harris, Martillo	Housing Specialist I	Student Housing	Student Affairs	07/22/2020
Resignation	Horosko, Julie	Custodian	Facility Services	Financial & Facility Services	06/25/2020
Resignation	Morris, Raven	Admissions Recruiting Coordinator	Admissions	Student Affairs	8/21/2020
Resignation	Pedroza, Susan	Part-Time Technical Assistant	Registrar and Records	Student Affairs	08/14/2020
Resignation	Turner, Sharon	Custodian	Facility Services	Financial & Facility Services	7/22/2020
Resignation	Wade, Hannah	Auto Collision Repair Lab Assistant	Auto Collision Repair	Academic Affairs	07/17/2020
Retirement	Johnson, Jessie	Associate Professor-Economics	Economics	Academic Affairs	7/8/2020
Retirement	Ruff, Mitchell	Professor of Nursing	Nursing	Academic Affairs	08/31/2020
Retirement	Smit, Elsje	Associate Professor ESOL	Language Arts	Academic Affairs	12/31/2020

**RECOMMENDATIONS / APPROVALS**

<b>ACTION</b>	<b>NAME</b>	<b>JOB TITLE</b>	<b>DEPT</b>	<b>DIV</b>	<b>EFF. DATE</b>	<b>SALARY</b>
Additional Position	Krueger, Craig	PT Adult Education Instructor	Adult and Continuing / Community Education	Academic Affairs	8/3/2020	\$21.00 per hour
New Hire	Bittner, Jennifer	Adjunct- Psychology	Psychology	Academic Affairs	08/10/2020	\$883 per credit hour
New Hire	Drone, Shalise	Adjunct- CAD	CAD	Adjunct- CAD	8/10/2020	\$883 per credit hour
New Hire	Edmonds, Holly	Nursing Instructor	Nursing	Academic Affairs	8/1/2020	\$52,342.82 annually
New Hire	Exendine, Michael	Campus Police Officer	Campus Police	Financial & Facility Services	7/15/2020	\$45,000 annually
New Hire	Harris, Terrance	Housing Specialist I	Student Housing	Housing Specialist I	8/10/2020	\$35,000 annually
New Hire	Hernandez Garcia, Carmen	Adjunct- Spanish	Language Arts	Academic Affairs	8/10/2020	\$883 per credit hour
New Hire	Hernandez, Jaime	Custodian	Facility Services	Financial & Facility Services	08/17/2020	\$31,200 annually
New Hire	Lee, Terance	Adjunct- Auto Collision	Auto Collision Repair	Academic Affairs	08/10/2020	\$883 per credit hour
New Hire	Leonard, Billie	Nursing Instructor	Nursing	Academic Affairs	8/1/2020	\$64,026.48 annually
New Hire	Lombardi, Wendy	PT Adult Education Instructor	Adult and Continuing / Community Education	Academic Affairs	08/03/2020	\$21.00 per hour
New Hire	Mundy, Sarah	Adjunct-English	English & Literature	Academic Affairs	8/10/2020	\$883 per credit hour
New Hire	Pennington, Michael	Adjunct- Culinary Arts	Culinary Arts	Academic Affairs	08/10/2020	\$883 per credit hour
New Hire	Plum, Bill Travis	Auto Collision Repair Instructor	Auto Collision Repair	Academic Affairs	08/03/2020	\$53,188.72 annually
New Hire	Rickermann, Randy	Automotive Technology Instructor	Automotive Technology	Academic Affairs	08/10/2020	\$45,332.62 annually
New Hire	Roblee, Jefferson	Assistant Women's Soccer Coach	Athletics	Student Affairs	07/16/2020	\$32,000 annually
New Hire	Steuber, Desiree	Nursing Instructor	Nursing	Academic Affairs	08/01/2020	\$52,342.82 annually

New Hire	Stluka, Dan	Early Childhood Education Instructor-Program Coordinator	Early Childhood Education	Academic Affairs	09/21/2020	\$52,342.82 annually
New Hire	Timm, Tyra	Adjunct- Psychology	Psychology	Academic Affairs	08/10/2020	\$883 per credit hour
New Hire	Vance, Amy	Adjunct- Culinary Arts	Culinary Arts	Academic Affairs	08/10/2020	\$883 per credit hour
New Hire	Walter, Cody	Adjunct- Construction Technology	Construction Technology	Academic Affairs	08/10/2020	\$883 per credit hour
Promotion	Ahmed, Ishfaq	Instructor Biology Faculty- Biomanufacturing Coordinator	Biology	Academic Affairs	07/20/2020	\$74,579.12 annually
Promotion	Gentzler, Melissa	Biology Instructor	Biology	Academic Affairs	08/10/2020	\$64,026.48 annually
Promotion	Reed, Kara	Biology Instructor	Biology	Academic Affairs	8/10/2020	\$52,342.82 annually
Promotion	Tolbert, Alicia	Chemistry Instructor	Chemistry	Academic Affairs	08/10/2020	\$52,342.82 annually
Promotion	Landau, Samantha	Executive Administrative Assistant to the Chief Information Officer	Information Services	President	3/16/2020	\$49,148.11 annually
Transfer	Schelp, Sara	Financial Aid Coordinator I	Financial Aid	Student Affairs	09/01/2020	\$48,962.27 annually
Transfer	Yates, Deanne	Physical Therapist Assistant Program Coordinator	Health Professions	Academic Affairs	7/1/2020	\$91,997.18 annually

### Action Definitions

- **New Hire**- an individual who entering into an employment relationship with the College that has never worked for us.
- **Rehire** – an individual that reenters into an employment relationship with the College that has never worked for us
- **Transfer** - a staff transfer to another position that does not result in an increase to a higher job grade. A faculty transfer is from the 182 to 212 designation and vice versa.
- **Promotion**- is the advancement of a staff's grade or increase to their salary.
- **Retirement**- refers to permanently leaving one's job in conjunction with KPERS.
- **Resignation**- a formal way an employee is voluntarily ending their employment.
- **Separation**- the employee's work performance or conduct is deemed sufficiently unsatisfactory as to merit involuntary separation.
- **Interim** - An interim appointment is defined by an employee filling a vacant position on a temporary basis until a competitive search process is completed.
- **Additional Position** – an additional position that is given to an individual that is actively employed at the college.

**Academic Support and Assessment – Dean Cecelia Brewer**

***Learning Services***

Learning Services has obtained status as a level one, internationally certified tutor-training program for the College Reading and Learning Association (CRLA). This certification is transferable, allowing our KCKCC peer tutors to be eligible for hire at partner programs across the country. For many of our peer tutors, this is their first opportunity to receive positive reinforcement for their knowledge and expertise from a professional association. “CRLA’s most vital function and overall purpose is to provide a forum for the interchange of ideas, methods, and information to improve student learning and to facilitate the professional growth of its members. Members give practical application to their research and promote the implementation of innovative strategies to enhance student learning.”



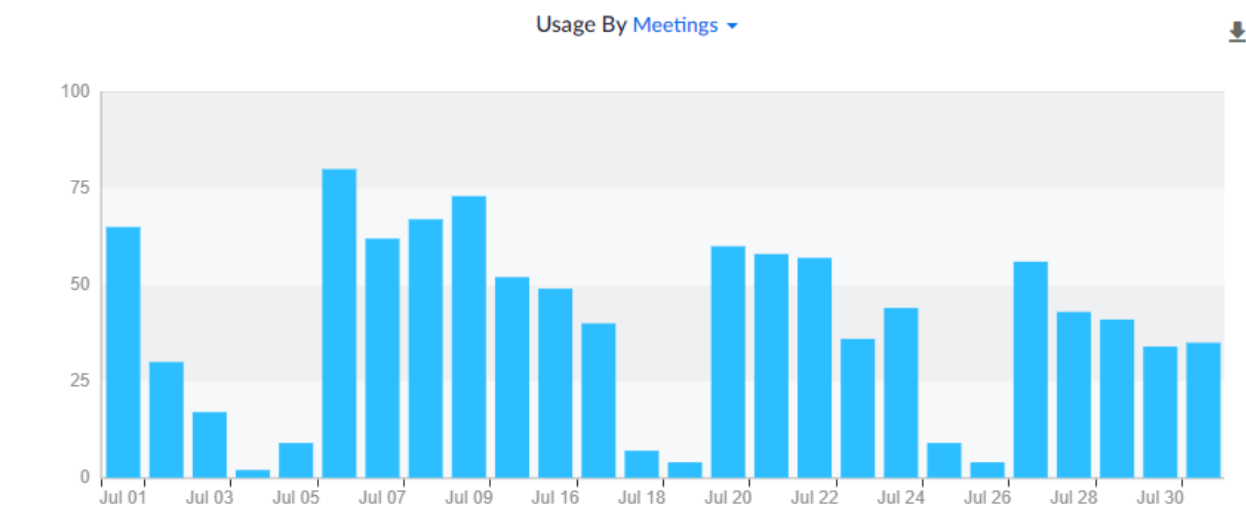
**Online Education Services**

Online Education Services scheduled 10 training sessions in July. To date OES has 120 faculty members who either have completed training or have registered for upcoming trainings. These trainings have all been delivered via Zoom.

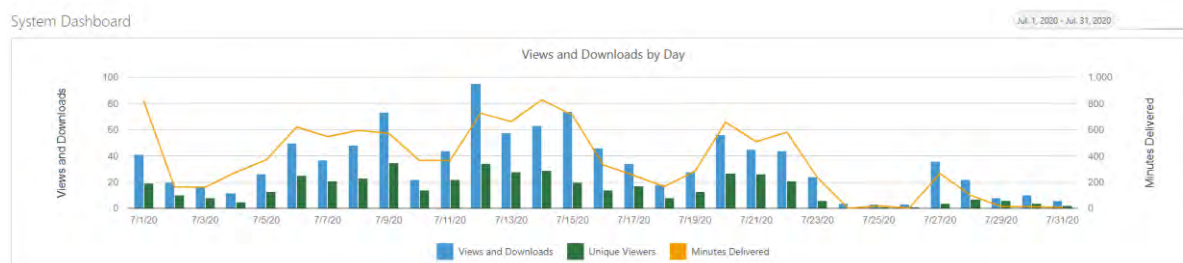
OES had 1,217 Zoom meetings with 3,580 participants clocking 175,728 combined minutes in July 2020. On the peak day, there were 80 meetings.

Zoom use, since the return of the extended Spring Break, is equally high. The peak day was March 30, 2020 with 442 sessions.

## August 2020 Board of Trustees Report Vice President of Academic Affairs



OES continues to see good usage from our class capture software, Panopto. The highest use was 829 views for one day. The use of Panopto has stayed consistently high this summer. The integrations between Zoom and Panopto platform, between Zoom and Blackboard, and Panopto and Blackboard continues to encourage the use of these tools.



Online Education Services staff resolved approximately 194 tickets, calls, or email support requests through July 2020. The majority of these were call-ins, email, or helpdesk request. OES has had only four walk-in requests for support from students or faculty due to the reduced traffic on campus.

Online Education continues to support the Zoom Webinar product that facilitated the virtual Board of Trustees April Public Meeting.

OES is working with the Ellucian DBA Team and Ellucian product support on the Ellucian Advise tool that integrates with Blackboard.

### **Arts, Communication and Humanities – Dr. Aaron Margolis**

Professor of English Dr. Gregg Ventello will be featured in the August Riverfront Readings via Zoom for the Writer's Place in KCMO. <https://riverfrontreadings.com/index.php?p=37&more=1>

August 2020 Board of Trustees Report  
Vice President of Academic Affairs

Associate Professor of Music John Stafford will publish two jazz choir musical arrangements this month through Matfal Music (<https://matfalmusic.com/>). The arrangements are Bob Marley's "Three Little Birds" and Paul Simon's "Bridge Over Troubled Water".

The Standard Vocal Jazz Ensemble will release a studio recording single of Assistant Professor of Music Dr. Justin Binek's composition, "Reparations" on Tuesday, September 15th. The work will be released on all digital platforms, including Apple Music, Spotify, Amazon Music, and YouTube Music. The composition was written in 2018 and is a neo-soul style lullaby dedicated to Dr. Binek's first daughter, Cora.

Assistant Professor and Reading Coordinator Rochella Bickford recently completed her Ed.D. Her dissertation is entitled, "College Student Performance in Blended, Accelerated and Traditional Developmental Reading Instruction."

Professor of Music Jim Mair presented two virtual clinics to teachers and students in the Olathe public schools. The subject matter included strategies on how to stay motivated during a pandemic, creative ways to make a living as a musician, living within your means, delayed gratification and taking ownership of your life and your career.

Professor Mair received grants from the Jazz Education Network and the Herb Alpert Foundation.

Dr. Justin Binek, Assistant Professor of Music, has created a series of documents re-framing approaches to teaching Music Theory and Aural Skills concepts. Motivated to shift his own teaching in the wake of the murder of George Floyd and the resulting protests, Dr. Binek created a series of open-access documents shared in a series of public Facebook posts. The first six documents all present common Music Theory and Aural Skills concepts using only jazz standards written by African American songwriters as examples. He followed these documents with a large document presenting Music Theory and Aural Skills concepts using only examples from Stevie Wonder songs. Most recently, Dr. Binek shared an example of how to break down barriers in Music Theory, comparing how students can learn important concepts both from Mozart's "Non piu andrai" (from *The Marriage of Figaro*) and Lil' Nas X's "Old Town Road." Dr. Binek's documents have been shared hundreds of times, and he has been contacted by Music Theory and Aural Skills instructors at a wide range of institutions (including the University of Miami, the University of Texas, Texas Christian University, Kansas State University, and the Cornish College of the Arts) to consult with them on presenting more diverse perspectives in their music curricula. The documents can all be accessed at <https://drive.google.com/drive/folders/1TqIwVbVqej0amKtJuyU8z2sVAVWxMvaZ?usp=sharing>

Thanks to support from Stacy Tucker and the Honors program, Professor of Communications Bryan Whitehead completed Phi Theta Kappa's Leadership Development Studies training program in July. This training certifies him to teach the society's leadership development curriculum, and it gives our HONR 202 students access to course materials not available to uncertified instructors.

Brian Scarborough adjunct instructor of trombone and low brass released his debut jazz album, *Sunflower Song*, on Outside in Music's Next Level label on Friday, August 7th. The recording



August 2020 Board of Trustees Report  
Vice President of Academic Affairs

features a Kansas City based quintet performing 9 original compositions. More information about the recording can be found at website, [www.brianscarboroughmusic.com](http://www.brianscarboroughmusic.com).

**Career and Technical Education – Dean Chef Cheryl Runnebaum**

KCKCC-TEC Culinary Arts instructor, Chef Richard McPeake, has been involved in a collaboration project where about 15 chefs in the Kansas City area have come together to make meals with food donated from vendors. The prepared meals are used to feed adults and kids in the local area who are in need.

Ms. Janel Sanders, Coordinator of Community Education, successfully implemented a virtual “kids off campus” activity in July. In partnership with The Learning Club, 88 USD 500 students from 35 families received a STEAM (Science, Technology, Engineering, and Mathematics) camp-in-a-box. The feedback from participants was overwhelmingly positive and this service will continue throughout the school year, not just during the summer. This was originally exercised to replace Kids On Campus since the college could not host that activity this year.

Mr. Brian Patrick, Assistant Director of Cultural Outreach, is retiring effective July 31, 2020 after serving Kansas City Kansas Community College in various roles for 11 years. Congratulations Mr. Patrick and thanks for your years of service to KCKCC!

Adult Education hosted a masked and socially distant enrollment services for English as Second Language (ESL) students the week of July 27. Enrollment remains open as we are currently operating at approximately 60% capacity. Enrollment for General Education Development (GED) students will take place in August. Adult Education classes will be offered in-person, online and virtually. The Department of Adult and Continuing Education is embracing the challenge of maximizing gains while meeting safety precautions for students.

**Health Professions – Dean Dr. Tiffany Bohm**

- a. Medical Assistant program
  - i. Spring grads: 100% passed the CCMA exam!
  - ii. New articulations with Advent Health and Ascentist Ear, Nose & Throat.
  - iii. Fall enrollment: 17 day students; 10 night students (first night cohort in three semesters).
- b. Respiratory Therapy
  - i. Spring grads: 100% have passed the NBCRT exam with two left to complete the exam!
  - ii. Fall enrollment: 15 students beginning the program this fall.
  - iii. New articulation with Research Medical Center.
  - iv. Perkins purchases made or in process: TruMonitor license (simulations for critical monitoring), QuickLung simulator (simulate changing airway resistance and lung compliance), and PB 980 Critical Care Ventilator (similar to the ventilator used by some of our clinical partners).
- c. Physical Therapist Assistant

August 2020 Board of Trustees Report  
Vice President of Academic Affairs

- i. Spring grads: 100% have passed the NPTE exam with one left to complete the exam!
  - ii. We appreciate all the program grads who were able to take a student last minute for clinical experience this spring/summer. As a result, all clinical hours for spring graduates were able to be completed.
- d. Fire Science: enrollment for the fall semester is on track to be the largest in the past four years.
- e. Mortuary Science
  - i. Spring grads: 88% have passed the National Board and 78% are employed!
  - ii. Nebraska will be sending four new students to the program in August. Their tuition and fees (over \$27,000.00) is being paid by the Swanson Trust Scholarship via the Nebraska Funeral Directors Association.
- f. Nursing
  - i. Spring grads: 90.5% of ADN grads have passed the NCLEX exam with approximately 8 left to take the exam! Very few PN grads have been able to test as priority for the limited spots has gone to RN students needing to test.
  - ii. Welcoming three new faculty members this fall: Dr. Billie Leonard, Desiree Steuber, and Holly Edmonds. They bring a variety of expertise to KCKCC and will be outstanding additions to the program!

Clinical site changes and cancellations have impacted almost all programs in the division. The HP leadership team has done a fabulous job of working through these challenges to ensure students receive the high-quality education we strive to provide while maintaining our strong clinical relationships.

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

***Biology Department***

Dr. Ishfaq Ahmed, Adjunct Instructor of Biology and Dr. Kremer attended the National Science Foundation sponsored HI-TEC virtual conference July 29 and 30. The focus of the conference is on high wage and high demand career technical programs. The conference focused a great deal on teaching strategies in response to COVID-19 and the impact that these strategies will have on teaching into the future.

Dr. Kremer, Dr. Ishfaq Ahmed, Ms. Alicia Tolbert, Adjunct Instructor of Chemistry, Ms. Kara Reed, Adjunct Professor of Biology, and Dr. Mansoor Ansari, Associate Professor of Chemistry, attended a webinar on August 3<sup>rd</sup> to preview Labster, a virtual laboratory simulation platform. The MSBT division is previewing Labster as a possible support for science lab virtualization, as the need arises due to COVID-19

***Biomanufacturing***

August 2020 Board of Trustees Report  
Vice President of Academic Affairs

Dr. Kremer served on the hiring committee for an instructor for the BIO+ instructor for KCKPS. The BIO+ instructor will be the district's counterpart to the college's new Bio-manufacturing Coordinator and Biology Instructor, Dr. Ishfaq Ahmed.

***Business Department***

As part of the Business Programs Department's initiative to heighten the Department's visibility among its current and potential stakeholders, Associate Professor Teri Huggins and Associate Professor Karen Gaines have attended a four-week series on marketing academic programs offered through the KCCTE.

Equipped with enhanced technical skills, Teri and Karen plan to incorporate these abilities and target groups specific to the Business Program Department to:

- Generate student leads by targeting potential students and informing our constituents
- Engage and inform existing Business Program Department students
- Engage and inform high school students who are taking KCKCC Business Program Department classes (either on our campus or their campus)
- Engage Business Program Department alumni in activities and curriculum
- Engage and inform members of the three Business Department Program Advisory Boards
- Engage and inform employers as it relates to internships and partnerships
- Inform the general community on the benefits of our Department's offerings

As part of the KBOR Technology Internship Grant, Associate Professor Kris Ball completed an internship with ScrapsKC in July, working as an Executive Assistant for the company founders Brenda and Jeff Mott. This was.

Associate Professor Dr. Gena Ross is running for the US House of Representatives in the 6<sup>th</sup> Congressional District.

**Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins**

Since the spring semester, five students from the Addiction Counseling program have been hired as counselors by local agencies. After completing their internships, two students were hired by Mirror Inc., a drug and alcohol addiction treatment facility. One student was hired by Johnson County Community Mental Health Center and two students were hired by Benilde Hall Addiction Treatment Center of Kansas City. Of the five students, two were hired before they completed their internships and one student was only able to accept a part-time position because they have decided to pursue their four-year degree from K.U.

Two articles written by Dr. Ron Malcolm, Adjunct Professor of Sign-language, were published last month. The articles, "My Child with Autism Has no Friends. What Can a Parent Do to Help?" and "The Many Ways Quarantine Can Impact Your Child With Autism" were published.

## BOARD OF TRUSTEES REPORT

August 2020

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

The Student Affairs Division continues to serve students virtually and on campus. Student can refer to KCKCC COVID-19 webpage for contact information to make appointments.

<https://www.kckcc.edu/communications/covid19/covid19-contact.html>

#### KCKCC Covid-19 Student Relief Fund update

The following funds have been awarded to students who have applied through August 3, 2020.

Funding Source	Number of Students Awarded	Total Amount
Federal Cares Act	571	\$538,250
KCKCC Institutional Match	162	\$112,250
KCKCC Foundation	102	\$50,340
	TOTAL	\$700,840

Fall 2020 application opened on August 1, 2020. To access the application go to: [KCKCC COVID-19](#)

### ENROLLMENT MANAGEMENT - TINA CHURCH LEWANDOWSKI, INTERIM DEAN

#### ENROLLMENT REPORT

- Summer 2020 enrollment comparison (August 3, 2020, compared to August 2, 2019)
  - Headcount is down -20.8% (a decrease of 397 students), and credit hours are down -14.6% (a reduction of 1,335 credit hours) for the summer 2020 semester.

#### Summer 2020 headcount comparison

Campus	Headcount				SU 20 %
	08.03.2020 Summer 2020	08.02.2019 Summer 2019	Change #	Change %	
MC	144	624	-480	-76.92%	9.57%
OC					0.00%
OL	1,246	1,185	61	5.15%	82.85%
PION	19	51	-32	-62.75%	1.26%
TEC	173	199	-26	-13.07%	11.50%
USDB		31	-31	-100.00%	0.00%
VIRT	9				0.60%
Total	1,504	1,901	-397	-20.88%	

#### Summer 2020 credit hour comparison

Campus	Credit Hours				SU 20 %
	08.03.2020 Summer 2020	08.02.2019 Summer 2019	Change #	Change %	
MC	463	1,973	-1,510	-76.53%	5.95%
OC					0.00%
OL	5,844	5,235	609	11.63%	75.13%
PION	143	194	-51	-26.29%	1.84%
TEC	1,319	1,594	-275	-17.25%	16.96%
USDB		117	-117	-100.00%	0.00%
VIRT	9				0.12%
Total	7,778	9,113	-1,335	-14.65%	

### Summer 2020 student demographic data

Race/Ethnicity	Summer 2020	Summer 2019	Change #	Change %	Su. 20 - %
American Alaska Native	9	15	-6	-40.00%	0.60%
Asian	69	84	-15	-17.86%	4.59%
Black or African American	300	392	-92	-23.47%	19.95%
Hawaiian Pacific Islander	5	3	2		0.33%
Hispanic	285	344	-59	-17.15%	18.95%
Multi-racial	86	103	-17	-16.50%	5.72%
Unknown	56	66	-10	-15.15%	3.72%
White	650	894	-244	-27.29%	43.22%
Non Resident	44		44		2.93%

- Fall 2020 enrollment comparison (August 3, 2020, compared to August 2, 2019)

### Fall 2020 headcount comparison

Campus	Headcount							Fall 2020
	08.06.2018	08.05.2019	08.03.2020	18-19	18-19	19-20	19-20	
	Fall 2018	Fall 2019	Fall 2020	Diff - #	Diff - %	Diff - #	Diff - %	
AMZN		3						0.00%
BL			210					6.06%
DWNTN		7						0.00%
FRSC	51	26	26	-25	-49.02%	0	0.00%	0.75%
HS	560	808	666	248	44.29%	-142	-17.57%	19.22%
MC	2,501	2,109	1,167	-392	-15.67%	-942	-44.67%	33.68%
OC	318	264	214	-54	-16.98%	-50	-18.94%	6.18%
OL	1,471	1,321	1,628	-150	-10.20%	307	23.24%	46.98%
PION	291	261	199	-30	-10.31%	-62	-23.75%	5.74%
TEC	800	885	421	85	10.63%	-464	-52.43%	12.15%
USDB	22	31						0.00%
VIRT			750					21.65%

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

### Fall 2020 credit hour comparison

Campus	Credit Hours							Fall 20
	08.06.2018	08.05.2019	08.03.2020	18-19	18-19	19-20	19-20	
	Fall 2018	Fall 2019	Fall 2020	Diff - #	Diff - %	Diff - #	Diff - %	
AMZN		18						0.00%
BL			1,371					4.06%
DWNTN		38						0.00%
FRSC	318	245	260	-73	-22.96%	15	6.12%	0.77%
HS	3,242	4,393	3,563	1151	35.50%	-830	-18.89%	10.55%
MC	20,167	17,022	6,746	-3145	-15.59%	-10276	-60.37%	19.98%
OC	768	751	597	-17	-2.21%	-154	-20.51%	1.77%
OL	7,997	7,305	10,163	-692	-8.65%	2858	39.12%	30.10%
PION	2,412	2,279	1,800	-133	-5.51%	-479	-21.02%	5.33%
TEC	9,759	10,845	5,584	1086	11.13%	-5261	-48.51%	16.54%
USDB	99	231						0.00%
VIRT			3,683					10.91%

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

Institutional Research provided all enrollment data on 8/03/20.

## OFFICE OF ADMISSIONS - TINA CHURCH LEWANDOWSKI, INTERIM DEAN

### PERSONNEL

- Admissions Specialist I - Operator - final stages of the hiring process.
- The Admissions Specialist II - position has been posted, soon the committee will review applicants.
- The Admissions Recruiting Coordinator - position has been posted, soon the committee will review applicants.

### WYANDOTTE HIGH SCHOOL DOWNTOWN LOCATION

- As of now, no students have signed up for fall 2020 academic courses at the downtown location.
- Students have signed up for continuing education programs, such as GED, for the fall 2020 semester.
- Radio show with La Mega Spanish radio to promote WHS downtown branch

### SOAR ORIENTATION

- Fall 2020 Virtual SOAR will soon be available online for students to view.

### HIGH SCHOOL PARTNERSHIP PROGRAM

- We have been working with each school to determine the fall 2020 schedule with the various high school start dates and curricula formats.
- High School Enrollment Status
  - Easton-enrolled
  - Piper-enrolled
  - Sumner-enrolled
  - Washington-enrolling students in online sections at KCKCC as well as some students through Schlagle since they will not hold courses at Washington for Fall; Expecting a few additional enrollments.
  - Schlagle-Expecting additional enrollments, some courses might have to be canceled if we do not have enough enrollments for the course to make.
  - Harmon-enrollment not complete and we are expecting additional enrollments.
  - Wyandotte-enrollment not complete and we are expecting additional enrollments.
  - Leavenworth- Expecting additional enrollments, some courses might have to be canceled if we do not have enough enrollments for the course to make.
  - Lansing-student are enrolled in TEC and Pioneer courses.
  - Basehor Linwood- enrollment not complete and we are expecting additional enrollments.
  - Bonner- enrollment not complete and we are expecting additional enrollments.
  - Turner- enrollment not complete, and we are expecting additional enrollments. However, we are anticipating less than average enrollment for Fall due to multiple factors.
  - Bishop Ward- 1/3 of enrollments have been completed.

### STUDENT SUCCESS CENTER - ALLISON BURTON, STUDENT SUCCESS CENTER ADVISOR

- The search for the director of the Student Success Center is underway.
- All advising in the Student Success Center took place via phone, video chat, email, and in-person appointments/walk-ins for the month of June. In-person data reported only includes walk-ins that occurred between JULY 1 - JULY 31.

Advising Type	MAIN	TEC
On-Campus Walk-In General Advising	66	7
On-Campus Walk-In Enrollment	210	13
Phone & Video Advising & Enrollment	356	160
Email Advising	1428	172
Email Enrollments	283	8
Recruiting	62	115
Reinstatement Appeal	10	2
Reverse Transfer	0	0

Financial Aid Exclusion Appeal	11	0
Graduation Check	9	16
TOTAL	2437	493

Student Success Center General Inquiries	
Appointment Requests + Outreach	871
Text Appt Sched Reminders	946
Phone	1369
TOTAL	3186

#### WITHDRAWAL & DROP REASONS / ATTRITION:

- The Registrar's office now forwards all processed online withdrawal forms to the advising team for student follow up & retention outreach.

Attrition Reasons	MAIN
1. Fell behind/ can't catch up / failing course	0
2. Course no longer required (major change)	1
4. Family reasons	0
5. Childcare	0
6. Financial Difficulties	0
7. No Financial Aid	0
8. Physical Health concerns	0
9. Disliked Course Subject Matter	0
10. Mental Health Concerns	0
11. Personal	1
12. Time Management (Lack of Time)	0
13. Transferring	0
14. Work conflict	0
15. N/A - not disclosed	0
16. Instructor Concerns	1
17. Online Difficulties	1
18. Other - Chose not to Disclose Further Info	0
19. COVID-19 related	0
TOTAL	4

- COVID-19 Schedule Adjustments
  - Advisor Judith Appollis participated in the Enrollment Management communication campaign to assist students who experienced schedule changes due to COVID-19. 62 students were contacted regarding class changes. Advisors in the SSC followed-up with each student who indicated the modifications made to their schedule were not satisfactory to assist with appropriate schedule adjustments.

#### RECRUITING & PROMOTING ENROLLMENT

- Advisors at TEC site conducted 115 recruitment calls to prospective TEC students, and new TEC admits for enrollment outreach.

#### ASSESSMENT

- Advisor Allison Burton has been working with the Assessment team on Co-Curricular Assessment Group #2. Advising Assessment Plans have been submitted to the Co-Chairs of Co-Curricular Assessment Group #2 and the Director of Assessment. Assessment plans will be integrated into Taskstream in August.

#### CAREER SERVICES - MARK TURNER, COORDINATOR

- Collaborating with Waste Management to set up an internship program for automotive students. Approximate pay is a \$16.00 per hour.
- Collaboration with Economic Development Chips program to assist students with criminal records in obtaining employment.
- Exploring the possibility of visiting some of the BLUE 101 classes this Fall to discuss Career Readiness.

#### STUDENT FINANCIAL AID OFFICE- MARY DORR, DIRECTOR

##### Financial Aid Applications Received as of August 3

Academic Year	Total Number of Records	Records Received in July
2019-2020	10,767	71
2018-2019	13,420	62
2017-2018	13,671	134

##### Financial Aid Disbursed to Student Accounts as of August 3

	FALL	SPRING	SUMMER	TOTAL
2019-2020	\$6,157,117	\$5,653,098	\$972,450	\$12,782,665
2018-2019	\$6,948,260	\$6,169,082	\$926,562	\$14,043,904
2017-2018	\$7,387,680	\$6,438,787	\$986,826	\$14,813,293

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

##### 2020-2021 Financial Aid Processing as of August 3

Academic Year	Number of FAFSAs Received
2020-2021	6222

#### COVID-19 Emergency Relief Fund

- The student Financial Aid Office awarded COVID-19 Emergency Relief Funds for students who apply and qualify. Statistics below are through the summer term. For the fall term, federal funds will still be available, as well as Foundation Funds to students who owe a balance to the college. Below is information on the awarding and disbursement of this funding.

Funding Source	Number of Students Awarded	Total Amount
Federal Cares Act	571	\$538,250
KCKCC Institutional Match	162	\$112,250
KCKCC Foundation	102	\$50,340
	TOTAL	\$700,840

##### 2020 Summer Satisfactory Progress Calculated

- Academic progress was reviewed for students who received federal financial aid for the Summer 2020 term resulting in the following:
  - 416 students performed at satisfactory levels
  - 38 students on "Warning"- completion rate below 66% and /or GPA below 2.0
  - 24 students on "Exclusion"- completion rate below 66% and/or GPA below 2.0 after a warning status
  - 13 students on "Exclusion"- attempted over 97 credit hours.
  - 3 students - on "No More Aid"- students have appealed and did not complete approved appeal conditions.



## TESTING SERVICES - FAITH MOODY, TESTING SPECIALIST

- The new Testing Services location should open in August 2020.

### Total Placement Tests This Semester

Summer 2020	Summer 2019	Summer 2018
267	529	824

### July Placement Test sessions

Year	Main Campus	PCC	TEC	High Schools	Distance Education	Total
July 2020	136	22	15	0	0	173
July 2019	267	57	22	4	3	353
July 2018***	424	47	60	2	1	534

- \*\*Placement testing was very sparse this month due to COVID-19. 27 of the students who tested at the main campus did so virtually over ZOOM.
- \*\*\*2018 are ACCUPLACER Classic tests; the other years are ACCUPLACER Next Generation tests.

### July Developmental Numbers

Year	Test Sessions for:	Reading Placement	Composition Placement	Math Placement	Overall
July 2020**	# Administered	123	138	95	173
	Developmental	89	102	60	136
	% Developmental	72%	74%	63%	79%
July 2019	# Administered	218	245	231	353
	Developmental	120	162	141	259
	% Developmental	55%	66%	61%	73%
July 2018	# Administered	427	453	354	534
	Developmental	252	287	278	416
	% Developmental	59%	63%	79%	78%

## REGISTRATION AND RECORDS - THERESA HOLLIDAY, REGISTRAR

### Verification Services

Clearinghouse Enrollment/Degree Verifications: 39  
Phone/Faxed Employer/Residential Requests:

- Degree verifications: 9
- Enrollment verifications: 12

### Student Requests

- In person: 2
- Online: 15
- Loan Deferments:
- Letter of non-attendance: 6

### Student Record Services:

- FERPA forms: 4
- Information Updates
  - In person: 38
  - On-line 33
  - Duplicate records: 3
- Major Changes
  - In Person: 28
  - On-line 184
- Record Edit Checks reconciliation: 26
- Transfer Credit posting: 73
- Deviation/Substitution/Life Exp: 15
- Grade Changes: 262
- Residency
  - Out-of-state to in-state: 1
  - In-state to Metro: 4
  - Veterans/Military In State: 7
- Address Correspondence
  - Return Mail: 16
  - Web-Address: 19
  - Graduation return mail:
- Withdrawal Processing
  - Online Student Requests: 91

- Walk in withdrawals: 7
- Students Administratively Withdrawn: 9
- Dean approved late withdrawals: 3

### Schedule Adjustment Services

- High School: 1
- Dean Approved: 3
- Tuition Appeals by class: 11
- No Show Students: 26

### Graduation Services

- Degree Checks processed
  - May 2020: 477  
(10 more than last month, back-dated)
  - Summer 2020: 136  
(13 more than last month)
  - Fall 2020: 9  
(4 more than last month)
- Degrees and Certificates Conferred
  - 35 Back-dated graduates

### Transcript Services:

Checked in: 551 (81 from Parchment / 470 other means)

### Out going:

- Produced In-House: 40
  - Official from Ellucian: 22
  - Official from Perceptive Content: 11
  - Unofficial - student: 28
  - Unofficial - advisor: 10

Produced via Parchment: 832\*

- eTranscript: 765
- Paper Transcript: 67

## PIONEER CAREER CENTER - MARCIA IRVINE, DIRECTOR





- KCKCC PCC study and seating areas for students in place of the old blue lockers! So much space and sunlight!
- 7/6/20 KCKCC Strategic Initiatives and Outreach staff, Matt and Kelly, were at PCC getting video footage of the KCKCC PCC campus to make a virtual video tour to share about our campus and academic and TEC programs.



- 7/10/20 1235 Postcards were mailed out to Leavenworth residents with the following parameters- annual household income \$80,000 and below, high school student(s) at home, within 5-10 miles.

## ENROLLING NOW!

Degree and  
Certificate Programs



- CNA
- CMA
- Construction
- Culinary
- Electrical
- HVAC
- Academic Classes

**Your future is at KCKCC!**

Apply at [www.kckcc.edu](http://www.kckcc.edu)



**Kansas City Kansas  
Community College.**

1901 Spruce St. | Leavenworth, KS 66048  
913.288.7750 | [plon@kckcc.edu](mailto:plon@kckcc.edu)

KCKCC is an Equal Opportunity and Affirmative Action Educational Institution

- 7/13/20 In June, we began calling all former PCC Fall 2019 and Spring 2020 students who had not enrolled for Fall 2020. The list had 339 students. Data collected for the second round of calls to 133 students.
  - 55 students scheduled advising appointments and left messages for 41 students.
  - Reason provided why not enrolled for Fall 2020:
    - 2-moved out of town
    - 4-joined the military
    - 5-working full time
    - 18-not interested in coming back at this time
    - 4-graduated
    - 4-attending other schools

- 7/15/20 KCKCC/PCC summer Electrical students have been working on the Programmable Logic Controller (PLC) Motor Control Learning System. Students practice a variety of hands-on electrical and PLC skills to build real-world, applicable competencies for the industry. Some of these skills include: open and view a PLC project, create and enter a PLC program, enter and operate a PLC program that uses internal input and output instructions, enter and operate a PLC program that uses an on-delay and off-delay PLC timer instructions, and many more!



- 7/20/20 Interviews were conducted for the new Custodian position for Pioneer Center.
- 7/21/20 KCKCC PCC Electrical students assisted in wiring communication fiber optic cables throughout the Pioneer Career Center this week.



- 7/31/20 PCC said Happy Retirement to Bob Tesch, a campus police officer with over 20 years of service to KCKCC.



#### DISCIPLINARY BARRACKS and JOINT REGIONAL CORRECTIONAL FACILITY

- JRCF -As we are not able to get into the facilities yet, we are working with the academic division at the prison to get the classes completed. Accounting class should be complete in August.
- USDB -As we are not able to get into the facilities yet, we are working with the academic division at the prison to get the classes completed. Composition class should be complete by mid-August, and History class was completed in July.

# MILITARY AND VETERAN STUDENT SERVICES - WADE ABEL, DIRECTOR

- The Veteran Center staff continues to provide services to KCKCC's Military Affiliated student population. The Veterans Center is maintaining contact with our Military Affiliated students by phone, emails, and has started to see an increase in walk-ins. The Center is continually working with VA representatives to ensure our students using VA Educational benefits have the latest information to allow them to make informed decisions for the upcoming and follow on semesters.

Veteran Center Visitors			
	AY18-19	AY19-20	
August		281	
September	48	313	
October	185	307	
November	132	245	
December	105	124	
January	189	173	
February	218	216	
March	159	101	
April	209	0	
May	104	0	
June	56	17	
July	74	13	Total
Total	1479	1790	3269

Branch of Service		
Army	1679	51%
Maines	614	19%
Navy	275	8%
Air Force	400	12%
Coast Guard	6	1%
N/A	295	9%
Total	3269	

Type of Visitor		
Active Duty	519	16%
Veteran	1848	57%
Military/Veteran Dependent	592	18%
Civillian	310	9%
Total	3269	

Reason For Visit		
Study	859	27%
Socialize	1076	33%
Benefits Question	448	14%
Enroll & Application Questions	193	6%
Computer Use	415	13%
Other	273	8%
Total	3269	

#### 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	150	1653	\$202,332.00
SU 20	29	182	\$21,608.00
FA20 (as of 3 Aug)	44	476	\$57,003.00

#### July and August Events:

- None were planned as of now due to COVID-19

#### STUDENT SERVICES

DR. SHAWN DERRITT, DEAN OF STUDENT SERVICES

#### Student Services Fulfills!

##### DEAN OF STUDENTS SERVICES EVENTS

- Attended the UCM meeting to discuss partnership and transfer options for our students
- In collaboration with Amanda Williams, virtually conducted the review of the individual Assessment Plans for the 2<sup>nd</sup> Cohort of Co-curricular Assessments. (Veterans Center, Student Success Center, Admissions, and Wellness Center)
- Completed the Student Housing Safe Return Plan.
- Collaborated with the Student Housing Staff and Student Accessibility and Support Services faculty to review accommodation needs in Student Housing due to COVID-19.
- Finished the hiring process of new Student Housing Specialist (second round).
- Ongoing conversations regarding the draft plans shared with Dr. Mosier for the possibility to establish a Council for Diversity and Inclusion at KCKCC.
- In the process of requesting approval to replace housing furniture.
- Continue to support the Real Talk initiative- virtual meetings with two students to discuss their goals and progress.
- Attended the ECMC Foundation - College Success Grant Meeting. (ECMC Foundation is a national foundation working to improve postsecondary outcomes for students from underserved backgrounds.)
- Completed Taskstream training (Assessment management system)
- Attended Title IX training Conference (Virtual)



- Facilitated a campus virtual tour for the candidate for the Director of Student Success Center position.

#### COUNSELING & ADVOCACY CENTER- LINDA WARNER, DIRECTOR

##### Counseling & Consultation

- Ongoing counseling, consultation and referral with students and employees
- Refined the online referral process
- Reviewing material for care standards and best practices for online counseling services

##### Educational & Advocacy Programs

- Prepared material for Convocation presentation related to COVID-19 and Mental Health
- Restocking BLUE's Kitchen Cabinet with food from Harvesters
- Presented at "Meaningful Conversations" online event hosted by Student Activities
- Prepared material for SOAR and New Employee Orientation

##### Meetings, Conferences, & Professional Development

- Ongoing leadership with the Drug Free Schools and Community Act Committee
- Facilitated meeting for the Student Services Strategic Plan Goal
- Attended meeting of Kansas City Kansas Housing Authority
- Completed Taskstream training

#### STUDENT ACCESSIBILITY AND SUPPORT SERVICES

##### Students Requesting Accommodations:

Disability	July 2020	July 2019	July 2018
Autism Spectrum Disorder	1	1	1
Attention Deficit Disorder	0	5	7
Blind/Visual Impairment	1	2	2
Deaf/Hard of Hearing	2	1	1
Head Injury	0	0	0
Intellectual Disability	0	0	0
Learning Disability	6	14	11
Medical	0	3	1
Physical	0	0	3
Psychiatric	5	5	6
Other Health Impaired	1	0	0
Total	16	31	32

##### Narrative Activities:

##### Carley Eastling

- Assisted with new high school enrollments for 2020-2021 at TEC.
- Communicated with two high school counselors to explain how students can receive accommodations on the Accuplacer tests.

- Working with high school counselors and case managers to obtain IEP's for incoming high school students with disabilities who are starting a TEC or PCC program and need accommodations.
- Communicated with High School counselors regarding disability services for the fall semester.

#### Robert Beach and Alex Twitty

- Collaborated with the Student Housing and Dean of Student Services to review accommodation needs in Student Housing due to COVID-19.
- Participated in the Accessibility Summer Camp Recap Meeting for the 2020 conference. The event was a success. (Robert)
- Working with the College's Information Services (IS) department and the Accessible Information Management Systems (AIM) to get the new disability services database started. AIM needs more information from IS in order to get the connections working correctly. (Robert)
- Participated in the Task Stream training offered for the Co-Curricular Committee.
- Worked on the SASS Co-Curricular Plan. All required information to date has been entered into Task Stream.
- Researched clear masks to be used when working with students who need to read lips. (Robert)
- Assisted with calling students about changes to their fall schedules. (Alex and Sherri)
- Participated in the Early Engagement Workshop. (Alex)

#### STUDENT ACTIVITIES-ANDRICA WILCOXEN, DIRECTOR

##### Student Activities

- Rearranged Student Activities Offices to comply with social distancing and Blue Devil Come Back Plan
- Submitted the KCKCC Weekly Calendar with all the activities, updates, and club meetings sent to all campus email, blackboard, and the KCKCC Student Senate Facebook page.
- Hosted the daily Student Activities Let's Talk Show via Zoom and the KCKCC Student Senate Facebook Live page.
  - There were approximately 50 shows hosted: Wake Up, Mid Day Check In, and Late-Night Check In.
  - 30-45 minutes for each show
  - Guests on the show: Weekly Check In's, Student Accessibility and Support Services, First Generational College Students, Registrar's Office, Graduation updates/discussion, Real Talk, Weekend Activities guide, the History of KCKCC Summer Series
- Completed the proposed Student Activities presentation for the virtual SOAR Orientation.
- Finalizing the new format for the paper version of the "Weekly Calendar" for Fall 2020.
- Finalizing the virtual Fall 2020 KCKCC Blue Devil Showcase magazine.
- Submitted the Fall 2020 Student Activities/events plan to administration (includes both on campus and virtual) - Connected all activities to the KCKCC Strategic Plan and Institutional Learning Outcomes.
- Finalizing the 2020 National Society of Leadership and Success (NSLS) Virtual Induction to be held in August.
- Mailed Fall invitations to students who have a 2.5 or higher to join the (NSLS)
- Recorded two Student Activities "Let's Talk" shows with media service
  - The first show (Student Activities intro) will air on the KCKCC Cable channel the week of August 10<sup>th</sup> (week before start of classes)
  - Second show will air the next week (overview of Student Services resources for students)
  - We will air the new shows each week



- Revamping “Take Your Professor” to Lunch initiative to be virtual and on campus at the Blue Devil Deli.
- Finalizing the Student Activities Co-Curricular Assessment for the 2020-2021 academic year.

#### Student Senate

- Converted the Student Senate application to an online form that is located on the KCKCC Student Activities webpage.
- Online campaigning for Student Senate elections starts August 17<sup>th</sup>.
- Online elections will be held early September.

#### Game Room

- The game room will be closed during the Fall semester. The layout was rearranged to meet the social distancing requirements in the event that the COVID-19 situation improves and we can open the game room.

#### STUDENT HOUSING - RONNIE MOORE, HOUSING SUPERVISOR

##### Student Housing Status:

- Currently (19) students in housing

##### Application Update: As of August 3, 2020

- Overall student applications (131)
- Athletes Application are (106)
- Gen. Population Applications (25)

##### RA Staff Meeting/Training:

- RA's Return Aug. 3, Training Aug. 10 - 12

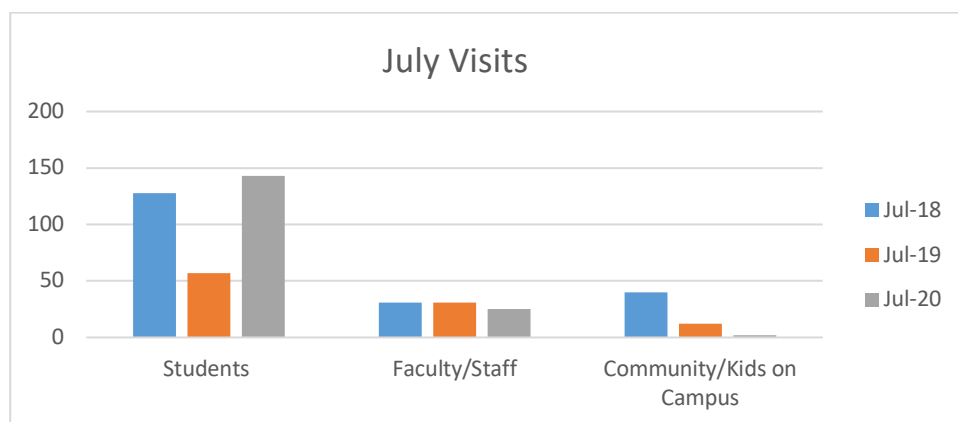
##### Upcoming/On-Going Activities/Projects:

- New Hire: Mr. Terrance Harris, Housing Specialist started August 3.
- Make Ready Room are still in progress: Royal Ridge Mgmt. are working on building 7, and 8.

#### STUDENT HEALTH CENTER-KIM LELAND, NURSE

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

VISITS for July



Percentages of visits increased in July 2020. This month brought in 170 visits. Of those visits, 143 were from students, 25 from faculty/staff and 2 from the community. Visits taken from a wide array of needs for staff/faculty, students and the community.

#### Accomplishments for July

- Assisting Athletics with physicals
- COVID-19 Safety Manager Certificate

#### Plans for August

- Convocation presentation on COVID 19 Health & Safety tips

#### TRIO SSS-SARA SCHELP, DIRECTOR

##### Participants

- TRIO SSS is serving 149 students for AY 2019-20: \*
  - 106 First-Gen & Low-Income includes duplicates
  - 27 First-Gen only
  - 11 Low-Income Only
  - 2 Disabled Only
  - 17 Low-Income w/Disability

##### Grant Updates

- TRIO SSS will be requesting approval from its program officer for a no-cost extension through 12/31/2020.

##### Activities & Events

- Sara Schelp assisted in calling TRIO students with fall schedule changes beginning July 8<sup>th</sup>.
- Sara Schelp attended the ECMC Foundation - College Success Grant Meeting on July 13<sup>th</sup> and July 20<sup>th</sup>.

#### ATHLETICS Anthony Tompkins, Director

We are working on solidifying a partnership with Venture/Drug Free Sport to due COVID 19 testing for student-athletes. Each athlete will receive a test before starting official workouts and practices.

The schedule for Spring for all sport competition should be completed and posted by early September and the KJCCC will make a determination regarding scrimmages later this month.

Kansas City Kansas Community College										
Campus	Headcount					Credit Hours				
	08.03.2020	08.02.2019	Change #	Change %	SU 20	08.03.2020	08.02.2019	Change #	Change %	SU 20
	Summer 2020	Summer 2019			%	Summer 2020	Summer 2019			%
MC	144	624	-480	-76.92%	9.57%	463	1,973	-1,510	-76.53%	5.95%
OC					0.00%					0.00%
OL	1,246	1,185	61	5.15%	82.85%	5,844	5,235	609	11.63%	75.13%
PION	19	51	-32	-62.75%	1.26%	143	194	-51	-26.29%	1.84%
TEC	173	199	-26	-13.07%	11.50%	1,319	1,594	-275	-17.25%	16.96%
USDB		31	-31	-100.00%	0.00%		117	-117	-100.00%	0.00%
VIRT	9				0.60%	9				0.12%
Total	1,504	1,901	-397	-20.88%		7,778	9,113	-1,335	-14.65%	

Status	Summer 2020	Summer 2019	Change #	Change %	Su. 20 - %
First-time	257	333	-76	-22.82%	17.09%
Returning	1,247	1,568	-321	-20.47%	82.91%

Gender	Summer 2020	Summer 2019	Change #	Change %	Su. 20 - %
Unknown			-		0.00%
Female	971	1,228	-257	-20.93%	64.56%
Male	533	673	-140	-20.80%	35.44%

Race/Ethnicity	Summer 2020	Summer 2019	Change #	Change %	Su. 20 - %
American Alaska Native	9	15	-6	-40.00%	0.60%
Asian	69	84	-15	-17.86%	4.59%
Black or African American	300	392	-92	-23.47%	19.95%
Hawaiian Pacific Islander	5	3	2		0.33%
Hispanic	285	344	-59	-17.15%	18.95%
Multi-racial	86	103	-17	-16.50%	5.72%
Unknown	56	66	-10	-15.15%	3.72%
White	650	894	-244	-27.29%	43.22%
Non Resident	44		44		2.93%

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

Headcount is down -20.8% for a decrease of 397.

Credit Hours down -14.6%,  
for a decrease of 1335 credit hours.

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

Headcount is down -20.8% for a decrease of 397.  
Credit Hours down -14.6%,  
for a decrease of 1335 credit hours.

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

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

Campus	Headcount							Fall 2020
	08.06.2018	08.05.2019	08.03.2020	18-19	18-19	19-20	19-20	
	Fall 2018	Fall 2019	Fall 2020	Diff - #	Diff - %	Diff - #	Diff - %	
AMZN		3						0.00%
BL			210					6.06%
DWNTN		7						0.00%
FRSC	51	26	26	-25	-49.02%	0	0.00%	0.75%
HS	560	808	666	248	44.29%	-142	-17.57%	19.22%
MC	2,501	2,109	1,167	-392	-15.67%	-942	-44.67%	33.68%
OC	318	264	214	-54	-16.98%	-50	-18.94%	6.18%
OL	1,471	1,321	1,628	-150	-10.20%	307	23.24%	46.98%
PION	291	261	199	-30	-10.31%	-62	-23.75%	5.74%
TEC	800	885	421	85	10.63%	-464	-52.43%	12.15%
USDB	22	31						0.00%
VIRT			750					21.65%
<b>Total</b>	<b>4,613</b>	<b>4,492</b>	<b>3,465</b>	<b>-121</b>	<b>-2.62%</b>	<b>-1,027</b>	<b>-22.86%</b>	
Status	Fall 2018	Fall 2019	Fall 2020					
First-time	Not Available	1,472	934			-538	-36.55%	26.96%
Returning	Not Available	3,020	2,531			-489	-16.19%	73.04%
Gender	Fall 2018	Fall 2019	Fall 2020					
Unknown	1		1					0.03%
Female	2,833	2,738	2,252	-95	-3.35%	-486	-17.75%	64.99%
Male	1,779	1,754	1,212	-25	-1.41%	-542	-30.90%	34.98%
Race/Ethnicity	Fall 2018	Fall 2019	Fall 2020					
American Alaska Native	25	30	21	5	20.00%	-9	-30.00%	0.61%
Asian	208	217	162	9	4.33%	-55	-25.35%	4.68%
Black or African American	958	771	671	-187	-19.52%	-100	-12.97%	19.37%
Hawaiian Pacific Islander	8	8	11	0	0.00%	3	37.50%	0.32%
Hispanic	1,067	1,173	742	106	9.93%	-431	-36.74%	21.41%
Multi-racial	241	227	202	-14	-5.81%	-25	-11.01%	5.83%
Unknown	81	187	136	106	130.86%	-51	-27.27%	3.92%
White	2,025	1,879	1,382	-146	-7.21%	-497	-26.45%	39.88%
Non Resident			138					3.98%
Campus	Credit Hours							Fall 20
	08.06.2018	08.05.2019	08.03.2020	18-19	18-19	19-20	19-20	
	Fall 2018	Fall 2019	Fall 2020	Diff - #	Diff - %	Diff - #	Diff - %	
AMZN		18						0.00%
BL			1,371					4.06%
DWNTN		38						0.00%
FRSC	318	245	260	-73	-22.96%	15	6.12%	0.77%
HS	3,242	4,393	3,563	1151	35.50%	-830	-18.89%	10.55%
MC	20,167	17,022	6,746	-3,145	-15.59%	#####	-60.37%	19.98%
OC	768	751	597	-17	-2.21%	-154	-20.51%	1.77%
OL	7,997	7,305	10,163	-692	-8.65%	2858	39.12%	30.10%
PION	2,412	2,279	1,800	-133	-5.51%	-479	-21.02%	5.33%
TEC	9,759	10,845	5,584	1086	11.13%	-5,261	-48.51%	16.54%
USDB	99	231						0.00%
VIRT			3,683					10.91%
<b>Total</b>	<b>44,762</b>	<b>43,127</b>	<b>33,767</b>	<b>-1,635</b>	<b>-3.65%</b>	<b>-9,360</b>	<b>-21.70%</b>	

**Note:** The sum of all locations will not be equal to the Total if there are students enrolled in multiple

locations, in which case students are counted in multiple locations.



### **Strategic Initiatives and Outreach**

Tami Bartunek Vice President

Dana Sambol Executive Assistant

Kim Lutgen Printshop Manager

Taylor Bolls Graphic Designer

Joy Cicero Production Assistant

Kelly Rogge Public Information Manager

Matt Fowler Web Designer

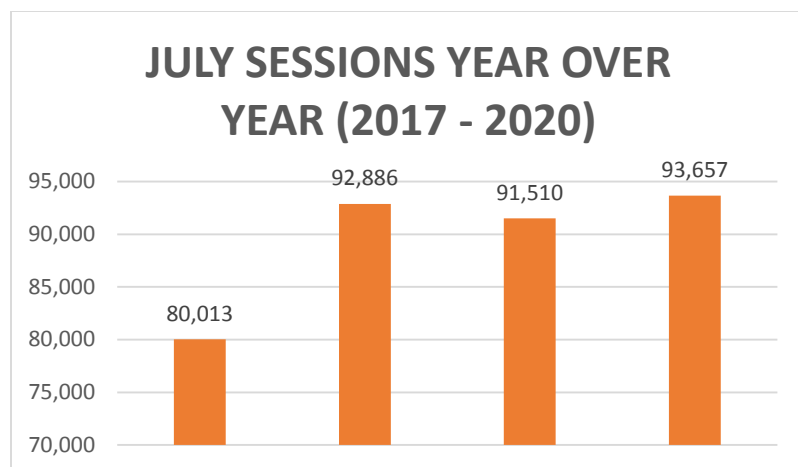
Omar Brenes Web Architect

### **Strategic Outreach and Marketing**

- Held the president's downtown advisory council meeting. This group is comprised of local leaders with a shared goal of using their resources to help in the development of a downtown KCKCC location.
- Assisted in the content and design development of the fall 2020 return to campus plan.
- Wrote new non-trad radio ad which is currently on air. This ad was made possible from the grant applied for by Donna Shawn.
- Wrote new radio ads about "stay local and save thousands", as well as the "Student Relief Fund grant funds are available".
- Participated in COVID-19 community update calls hosted by the mayor's office.
- Assisted with convocation planning and creation of agenda packet.
- Met with the Kansas Chamber to begin planning for the Minority Business Summit. The summit will again be hosted at KCKCC TEC.
- Participated as a panelist for a Business West community round table discussing the impact of CV-19 and KCKCC.
- Scheduled and participated in virtual meetings with local high schools about dual and concurrent student enrollments for fall.

### **General Website Information**

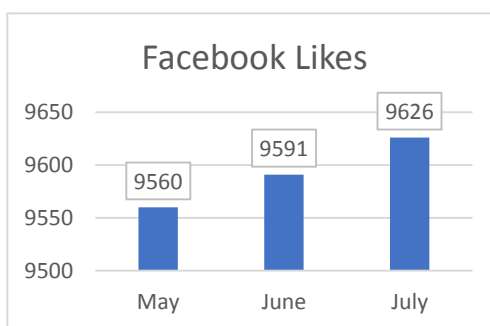
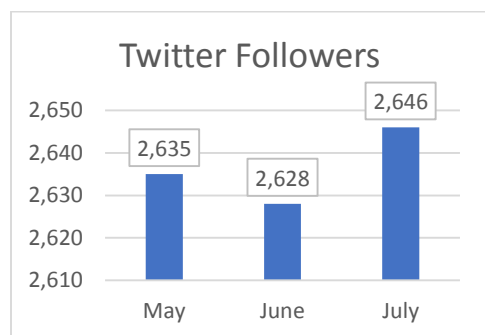
- KCKCC's website navigation has been upgraded. The new expanded navigation makes finding information much easier and faster. The search feature has also been made more prominent and easier to use.

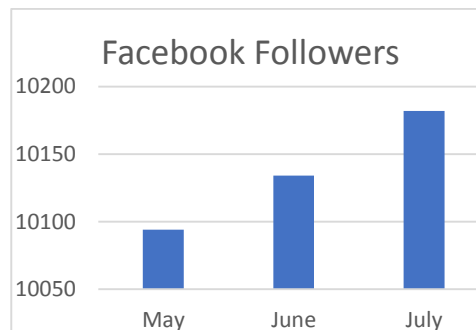
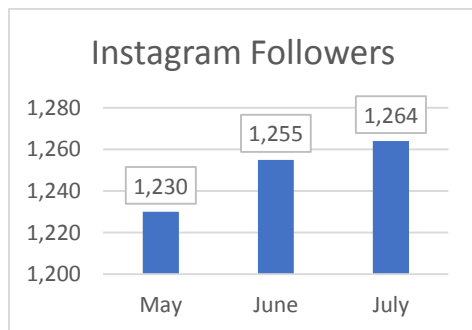
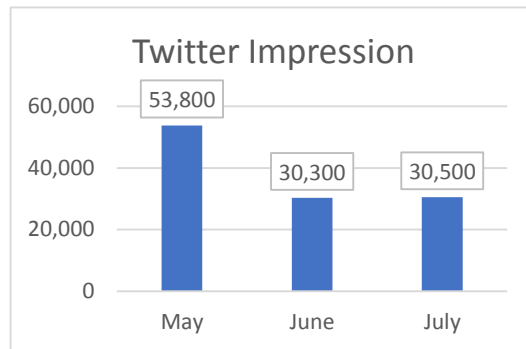
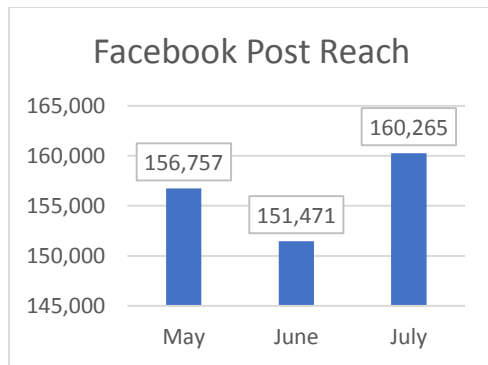


### Top Webpages for July 2020

Webpage	Pageviews
Degree / Certificate Webpage	38,441
Technology Support	18,137
Class Schedule	17,029
Search	14,401
WebAdvisor	8,613

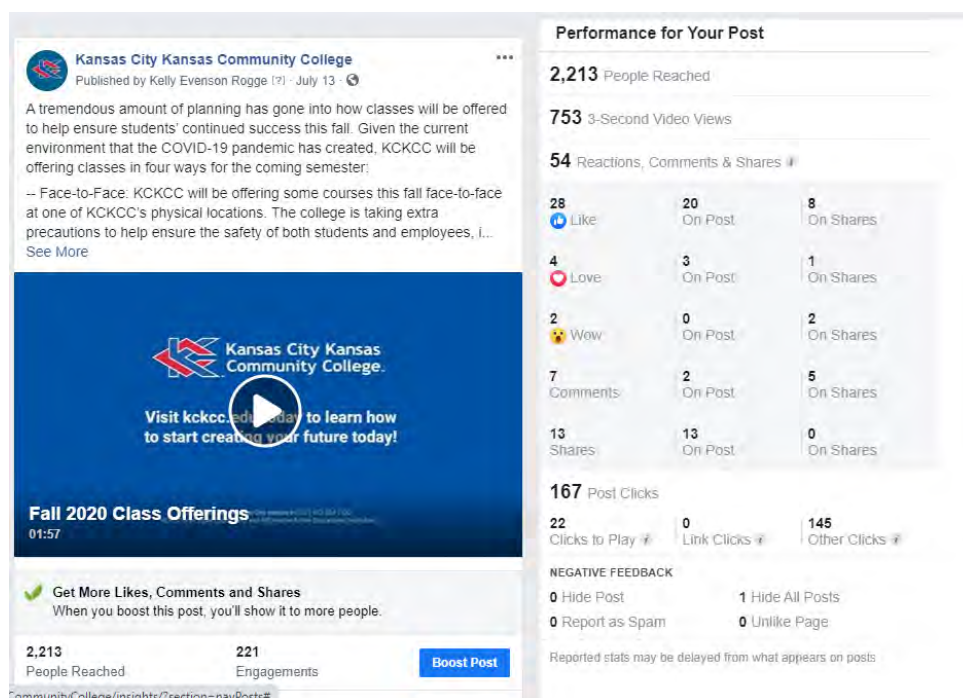
### Social Media Analytics





Note: We typically see impressions drop during the summer just because there are not as many students on campus. However, this year we are taking an even bigger hit, due to CV-19, because there are very few students on campus and no activities.


## Social Media Posts









Video
Post
Shares
See Metrics for All Video


**Kansas City Kansas Community College** was live.  
Published by Vimeo (?) · July 21 ·

KCKCC Board of Trustees Meeting: July 21, 2020





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

**1,353**  
People Reached

**212**  
Engagements

Boost Post


Newton Thapa Magar, Hung Thang and 4 others · 1 Comment 2 Shares

**Performance for Your Post**

**1,353** People Reached

**525** 3-Second Video Views

**14** Likes, Comments & Shares

**11**  
Likes

**11**  
On Post

**0**  
On Shares

**1**  
Comments

**1**  
On Post

**0**  
On Shares

**2**  
Shares

**2**  
On Post

**0**  
On Shares

**198** Post Clicks

**31**  
Clicks to Play

**0**  
Link Clicks

**167**  
Other Clicks

**NEGATIVE FEEDBACK**

**0** Hide Post

**1** Hide All Posts

**0** Report as Spam

**0** Unlike Page

Reported stats may be delayed from what appears on posts




**kansascitykscc** · Following


**kansascitykscc** What an amazing summer semester for our Building Engineering and Maintenance Technology students! Plumbing, framing, appliances, drywall, electrical, HVAC, they did it all! Interested in enrolling in this or one of KCKCC's other programs this fall? Visit [www.kckcc.edu](http://www.kckcc.edu) for more information! Create your future today at KCKCC! #KCKCCProud #EnrollNow #StayLocal #kckcc #bluedevils #higherred #communitycollege #createyourfuture #endlessoportunities #buildingmaintenance #tec #startyourfuture #learn #success

1w








**21 likes**

JULY 23

Add a comment...

Post



kansascitykccc • Following



kansascitykccc KCKCC's resident 🧑, taking a 🦃 and enjoying the 🌞. Have a great weekend 💎 devils! ❤️💙💚  
#KCKCCProud  
#WorldEmojiDay2020 #bluedevils  
#kckcc #geese #outdoors #summer  
#fun #weekend #fridayfeeling  
#fridayvibes #communitycollege  
#outside

2w



32 likes

JULY 17

Add a comment...

Post

### Tweet activity



**KCKCC** @KansasCityKSCC

Congratulations to all of our student athletes for their academic achievement. Head over to @KCKCCAthletics to see the athletes who received academic honors! #KCKCCProud  
<https://twitter.com/KCKCCAthletics/status/128270115271960166>  
6 ...



Reach a bigger audience

Get more engagements by promoting this Tweet!

Get started

Impressions

1,226

Total engagements

39

Profile clicks

19

Detail expands

13

Likes

6

Retweets

1

### Tweet activity



**KCKCC** @KansasCityKSCC

Good luck to our KCK neighbors @SportingKC in the Round of 16! #KCKCCProud #SportingKC #WyCo  
<https://twitter.com/sportingkc/status/1286484825491349505> ...



Reach a bigger audience

Get more engagements by promoting this Tweet!

Get started

Impressions

2,177

Total engagements

12

Profile clicks

5

Detail expands

4

Likes

3





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

FINANCE - MICHAEL BEACH, CFO

- Continue to work with Facilities Services and College Police to ensure buildings are compliant with COVID guidelines and the College is ready for employees, students, and public at all College locations.
- Business Office is staffed and ready to serve students.
- Deli at Main Campus and Cafeteria at Thomas Burke Technical Education Center will be open to serve employees, students, and the College Community starting Aug 17<sup>th</sup>.
- College has applied for SPARKS (round 1) funding through the Unified Government. It is anticipated the College will receive funding; we just do not know how much.
- It is anticipated the College will receive additional Federal Aid through SPARKS funding. The amount of any award is unknown currently. The FY 2021 Budget does not reflect any anticipated awards due to SPARKS funding.
- Classrooms in lower Humanities are progressing nicely and should be completely ready for Aug 17<sup>th</sup>.
- Elevator rebuild in Flint Building is progressing nicely, there is a snag with the door operator and we are waiting for an update on estimated date of completion.

BOOKSTORE - KASEY MAYER, DIRECTOR

- The Bookstore is busy with Fall rush. Students are still coming to campus and visiting the Bookstore. The store has been arranged to ensure adequate social distancing and a maximum number of customers in the store at the same time. There have also been social distancing lines marked outside the store should they be needed (we are practicing COVID guidelines). Students are utilizing our e-commerce website to order their books and school supplies. This is making fulfillment and pickup much easier.
- We have partnered with Lenovo to offer students a great selection of laptops at the schools pricing.

FACILITY SERVICES - JEFF SIXTA, DIRECTOR

Accomplishments:

- Painted room 3619, removed wall, boxes etc.
- Remodeling Classroom 3626 for Cyber Security Program. Painted classroom, working on under carpet wiring and installing glass wall in the hallway for the front wall of the room.
- Continuing the update of the baseball press box.
- 95% complete with the upstairs Humanities remodel. Carpet is laid and furniture is on its way; should be installed the week of August 10th.
- Institutional Effectiveness Offices remodel. Blinds going in this week, finishing up the HVAC for the room. Waiting on KC Mechanical to finish insulating of the pipes. Furniture should arrive in a week or two.

Goals:

- Finish first phase of Humanities remodel
- Wenger to install sound panels in band room
- Finish IE remodel lower Humanities
- Finish remodel of room 3626

CAMPUS POLICE - ROBERT PUTZKE, CHIEF

SUMMARY:

- Chief Robert Putzke participated in a national COVID-19 conference call for all law enforcement that was hosted by the White House on July 21.
- Chief Robert Putzke, Deputy Chief Jason Sievers and Officer Joe Pate attended the NACCOP (National Association of Clergy Compliance Officers) conference virtually July 20 thru 24.
- Police Department had 2 new officers start in July.
- Sgt. David Wainwright attended FTO (Field Training Officer) training July 28 & 29.
- Worked with Wyandotte County Health Department for COVID-19 testing at TEC June 23.
- Participated with Chiefs of Police and Wyandotte County officials on weekly COVID-19 planning discussions.

**Proposed Budget for FY2021**  
**Budgeted Revenues, Reserves, and Operating Expenses**

Item Description	Approved Budget 2020	Proposed Budget 2021
<b><u>Revenues</u></b>		
Tuition & Fees	\$ 12,612,000	\$ 9,733,000
Federal Grants & Contracts	10,512,298	11,875,000
State Grants	568,026	568,000
Private Grants	275,000	263,000
Auxillary Enterprises	2,972,125	2,520,000
Other Operating	375,615	375,600
Total Projected Operating Revenues	27,315,064	25,334,600
County Property Tax (2% increase over 2019 Estimated)	43,835,925	44,019,850
State Aid	10,365,001	10,377,364
SB 155 Aid	3,534,999	3,535,000
Investment Income	250,000	175,000
Interest Expense	(876,000)	(786,971)
Transfer from Reserves for Capital Projects	850,000	-
Total Projected Non-Operating Revenues	57,959,925	57,320,243
<b>Total Projected Revenues</b>	<b>\$ 85,274,989</b>	<b>\$ 82,654,843</b>
<b><u>Operating Expenses</u></b>		
Salaries & Benefits	\$ 45,704,930	\$ 44,776,095
Contractual Services	2,012,975	1,736,000
Supplies & Other Operating Expenses	11,564,727	11,565,209
Utilities	2,077,855	1,992,600
Repairs & Maintenance to Plant (Includes Capital Outlay)	4,595,883	3,419,255
Scholarships & Financial Aid	10,371,309	10,148,500
Strategic Opportunities	1,250,000	1,250,000
Contingency	250,000	250,000
Debt Service	2,985,000	2,525,000
Total operating expenses	\$ 80,812,679	\$ 77,662,659
<b>Budgeted Changes in Net Position</b>	<b>\$ 4,462,310</b>	<b>\$ 4,992,184</b>
<b><u>Budgeted Reserves</u></b>		
General Operating Reserves (HLC)*	\$ 1,762,310	\$ 1,742,184
<b><u>Designated Reserves - Potential Projects</u></b>		
	Estimated Total	
Downtown Location (KCKCC portion)	36,780,000	1,000,000
Leavenworth Location	26,000,000	500,000
Learning Spaces	1,500,000	500,000
Student Housing	2,000,000	500,000
Athletic Training Facility	10,200,000	200,000
<b>Total Budgeted Reserves (6% of Budgeted Revenues)</b>	<b>\$ 4,462,310</b>	<b>\$ 4,992,184</b>

**KANSAS CITY KANSAS COMMUNITY COLLEGE**  
**Interim Summary Financial Statements -July 2020**  
**Year to Date Fiscal Year 2021, with comparison to Fiscal Year Ended June 30, 2020**

**Summary Statement of Net Position**

	<b>YTD FY2021</b>	<b>Unaudited Year-End FY2020</b>
Assets		
Current Assets	\$ 40,832,720	\$ 41,996,940
Noncurrent Assets	53,386,322	53,386,322
Total Assets	<u>\$ 94,219,042</u>	<u>\$ 95,383,262</u>
Liabilities		
Current Liabilities	\$ 6,632,766	\$ 8,861,788
Noncurrent Liabilities	21,721,260	21,721,260
Total Liabilities	28,354,026	30,583,048
Net Position	<u>65,865,016</u>	<u>64,800,214</u>
Total Liabilities and Net Position	<u>\$ 94,219,042</u>	<u>\$ 95,383,262</u>

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

	<b>YTD FY2021</b>	<b>Annual</b>	<b>Annual</b>	<b>YTD FY2020</b>	<b>Percent Used Actual to</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>
Operating Revenues	\$ 4,342,557	\$ 25,334,600	\$ (20,992,043)	\$ 4,710,279	17.14%
Non-Operating Revenues, Net	795	57,320,243	(57,319,448)	-	0.00%
Total Revenues	4,343,352	82,654,843	(78,311,491)	4,710,279	5.25%
Operating Expenses	4,932,634	77,662,659	72,730,025	5,183,920	6.35%
Increase/(Decrease) in Net Positions	<u>\$ (589,282)</u>	<u>\$ 4,992,184</u>	<u>\$ (5,581,466)</u>	<u>\$ (473,641)</u>	

**Notes**

KANSAS CITY KANSAS COMMUNITY COLLEGE							
STATEMENT OF REVENUES AND EXPENSES							
YTD JULY 2020							
		BUDGET	YTD	FORECAST	ACTUAL	VARIANCE	PERCENT
		FISCAL YEAR	ACTUAL	FISCAL YEAR	YTD	ACTUAL	USED ACTUAL
		2021	7/31/2020	2021	7/31/2019	TO BUDGET	TO BUDGET
Operating Revenues:							
	Student Tuition and Fees	\$ 9,733,000	\$ 3,839,291	\$ 9,733,000	\$ 4,452,706	\$ (5,893,709)	39.45%
	Federal Grants and Contracts	11,875,000	358,317	11,875,000	136,255	(11,516,683)	3.02%
	State Contracts	568,000	-	568,000	-	(568,000)	0.00%
	Private Gifts, Grants & Contracts	263,000	10,000	263,000	-	(253,000)	3.80%
	Auxiliary Enterprise Revenue	2,520,000	126,788	2,520,000	59,579	(2,393,212)	5.03%
	Other Operating Revenue	375,600	8,161	375,600	61,739	(367,439)	2.17%
	Total Operating Revenues	25,334,600	4,342,557	25,334,600	4,710,279	(20,992,043)	17.14%
Nonoperating Revenues (Expenses)							
	County Property Taxes	44,019,850	-	44,019,850	-	(44,019,850)	0.00%
	State Aid	10,377,364	-	10,377,364	-	(10,377,364)	0.00%
	SB155 AID	3,535,000	-	3,535,000	-	(3,535,000)	0.00%
	Investment Income	175,000	-	175,000	-	(175,000)	0.00%
	Interest Expense on Capital Asset Debt	(786,971)	795	(786,971)	-	787,766	-0.10%
	Transfer from Capital Reserves	-	-	-	-	-	0.00%
	Total Nonoperating Revenues	57,320,243	795	57,320,243	-	(57,319,448)	0.00%
Total Revenues		82,654,843	4,343,352	82,654,843	4,710,279	(78,311,491)	5.25%
Operating Expenses:							
	Salaries & Benefits	44,776,095	3,342,147	44,776,095	3,747,615	(41,433,948)	7.46%
	Contractual Services	1,736,000	80,437	1,736,000	150,548	(1,655,563)	4.63%
	Supplies & Other Operating Expenses	11,565,209	1,069,093	11,565,209	587,362	(10,496,116)	9.24%
	Utilities	1,992,600	109,987	1,992,600	154,249	(1,882,613)	5.52%
	Repairs & Maintenance to Plant	3,419,255	157,286	3,419,255	478,483	(3,261,969)	4.60%
	Scholarships & Financial Aid	10,148,500	172,057	10,148,500	65,663	(9,976,443)	1.70%
	Strategic Opportunities	1,250,000	-	1,250,000	-	(1,250,000)	0.00%
	Contingency	250,000	1,627	250,000	-	(248,373)	0.65%
	Debt Service	2,525,000	-	2,525,000	-	(2,525,000)	0.00%
Total Operating Expenses		77,662,659	4,932,634	77,662,659	5,183,920	(72,730,025)	6.35%
Increase in Net Position		\$ 4,992,184	\$ (589,282)	\$ 4,992,184	\$ (473,641)	\$ (5,581,466)	



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

	<b>FY2021 Actual</b>	<b>Annual Budget</b>	<b>FY2020 Actual</b>	<b>Annual Budget</b>	<b>FY2019 Actual</b>	<b>Annual Budget</b>	<b>FY2018 Actual</b>	<b>Annual Budget</b>
Operating Revenues	\$ 4,342,557	\$ 25,334,600	\$ 4,710,279	\$ 27,315,064	\$ 5,198,163	\$ 29,112,607	\$ 5,036,873	\$ 27,226,000
Non-Operating Revenues, Net	795	57,320,243	-	57,959,925	-	50,864,851	-	47,643,635
Total Revenues	4,343,352	82,654,843	4,710,279	85,274,989	5,198,163	79,977,458	5,036,873	74,869,635
Operating Expenses	4,932,634	77,662,659	5,183,920	80,812,679	2,863,964	75,858,059	3,080,614	74,620,000
Increase/(Decrease) in Net Positions	\$ (589,282)	\$ 4,992,184	\$ (473,641)	\$ 4,462,310	\$ 2,334,199	\$ 4,119,399	\$ 1,956,259	\$ 249,635

KANSAS CITY KANSAS COMMUNITY COLLEGE						
BANK BALANCES PER GENERAL LEDGER						
					YTD	PRIOR YEAR
FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	31-Jul-20	31-Jul-19
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$ 447,426		\$ 447,426	\$ 252,416
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$ 2,224,711		\$ 2,224,711	\$ 1,943,376
BROTHERHOOD BANK	61	CAPITAL OUTLAY		\$ 3,174,284	\$ 3,174,284	\$ 3,069,003
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$ 278,592		\$ 278,592	\$ 67,631
LIBERTY BANK	11	GENERAL FUND		\$ 501,172	\$ 501,172	\$ -
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$ 371,624		\$ 371,624	\$ 648,025
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$ 603,305		\$ 603,305	\$ 1,024,584
SECURITY BANK***	11	GENERAL FUND	\$ 17,997,191		\$ 17,997,191	\$ 11,665,803
SECURITY BANK	15	TECHNICAL ED FUND	\$ 842,718		\$ 842,718	\$ 889,716
SECURITY BANK	16	STUDENT UNION	\$ 752,135		\$ 752,135	\$ 967,799
		(AUXILIARY SERVICES)				
	11	GENERAL FUND			\$ -	\$ 1,000,000
UMB BANK *	17	PAYROLL	\$ -		\$ -	
<b>TOTAL</b>			<b>\$ 23,517,702</b>	<b>\$ 3,675,456</b>	<b>\$ 27,193,158</b>	<b>\$ 21,528,353</b>
	<b>Current</b>	<b>Previous Month</b>	<b>Previous Year</b>			
<b>91-day Treasury Rate</b>	<b>0.110</b>	<b>0.150</b>	<b>2.070</b>			
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.						
** No interest paid, no fees charged.						
***No Fees assessed by Security Bank and Brotherhood Bank.						

Kansas City Kansas Community College										
Cashflow Analysis (General & TEC Funds)										
July 1, 2020 to June 30, 2021										
July 1, 2019 to June 30, 2020										
Month	FY2021	FY2020	FY2021	FY2020	FY2021	FY 2020	FY2021	FY2020	FY2021	FY2020
	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									20,787,707	17,112,289
July	3,429,836	1,120,087	(5,377,634)	(5,848,294)	(1,947,798)	(4,728,207)			18,839,909	12,384,082
August	8,660,992	8,660,992	(7,083,680)	(7,083,680)	1,577,312	1,577,312			20,417,221	13,961,394
September	7,498,242	7,498,242	(7,442,728)	(7,442,728)	55,514	55,514			20,472,735	14,016,908
October	3,653,486	3,653,486	(8,032,248)	(8,032,248)	(4,378,762)	(4,378,762)			16,093,972	9,638,146
November	1,394,853	1,394,853	(5,767,127)	(5,767,127)	(4,372,274)	(4,372,274)			11,721,698	5,265,872
December	1,720,958	1,720,958	(5,808,633)	(5,808,633)	(4,087,675)	(4,087,675)			7,634,024	1,178,197
January	29,642,011	29,642,011	(6,059,800)	(6,059,800)	23,582,211	23,582,211			31,216,235	24,760,408
February	7,917,760	7,917,760	(10,685,251)	(10,685,251)	(2,767,491)	(2,767,491)			28,448,744	21,992,917
March	7,458,489	7,458,489	(11,474,491)	(11,474,491)	(4,016,002)	(4,016,002)			24,432,742	17,976,915
April	1,996,704	1,996,704	(6,479,676)	(6,479,676)	(4,482,972)	(4,482,972)			19,949,769	13,493,942
May	2,107,232	2,107,232	(5,442,154)	(5,442,154)	(3,334,922)	(3,334,922)			16,614,848	10,159,021
June	17,657,423	15,862,932	(5,234,246)	(5,234,246)	12,423,177	10,628,686			29,038,025	20,787,707
Totals	93,137,986	89,033,746	(84,887,669)	(85,358,329)	8,250,318		-	-		
Bold = Actual										
	93,137,986		(84,887,669)							
GL Balance	General Fund	\$ 17,997,191								
	TEC Fund	\$ 842,718								
		\$ 18,839,909								

**KANSAS CITY KANSAS COMMUNITY COLLEGE**  
**Debt Position**  
**YTD JULY 2020**

Debt Issuance	Original Issue Date	Original Maturity Date	Original Principal Issued	Refinance Principal Issued	New Maturity Date	Balance 6/30/2020	Payments FY20 Due Date	Amount	Less Interest	Balance 6/30/2021
COP-Capital Lease Oblig	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$3,550,000	5/1/2021	\$618,440	\$108,440	\$3,040,000
	7/1/2013	6/1/2027	\$5,750,401	\$1,585,000	4/1/2023	\$1,205,000	6/1/2021	\$427,688	\$37,688	\$815,000
	12/1/2010	4/1/2026	\$25,940,000	\$1,770,000	4/1/2020	\$0	~~	~~	~~	~~
	3/1/2020			\$11,095,000	4/1/2029	\$11,095,000	4/1/2021	\$2,133,999	\$518,999	\$9,480,000
	3/1/2020			\$4,270,000	4/1/2029	\$4,270,000	4/1/2021	\$131,844	\$121,844	\$4,260,000
			<u>\$39,735,401</u>	<u>\$22,745,000</u>		<u>\$20,120,000</u>		<u>\$3,311,971</u>	<u>\$786,971</u>	<u>\$17,595,000</u>

# Predictive Model of Significant Annual Cash Flows - FY2021

## Inflows

## Outflows

	Description	Amount	Description	Amount
July			Insurance (Property, General Liability)	(\$260,000)
August	State Aid - Disbursement 1	\$ 5,188,682		
September	Tax Distribution	\$ 2,715,643	Financial Aid Refunds	(\$1,300,000)
	Current Tax	\$ 953,284	COP - Interest on Debt (Certificates of Participation)	(\$366,848)
	Heavy Truck	\$ 330		
	Motor Vehicle	\$ 1,463,602		
	Commercial Motor Vehicle	\$ 8,536		
	Motor Vehicle Excise	\$ 10,792		
	RV	\$ 5,166		
	Delinquent	\$ 273,933		
	Financial Aid Draw	\$ 3,200,000		
October	Tax Distribution	\$ 781,857	COP - Interest on Debt	(\$54,220)
	Current Tax	\$ 1,285		
	Motor Vehicle	\$ 561,891		
	Commercial Motor Vehicle	\$ 1,836		
	RV	\$ 1,489		
	Delinquent	\$ 215,356		
November			COP - Interest on Debt	(\$18,844)
December				
January	Tax Distribution	\$ 22,225,361		
	Current Tax	\$ 20,542,198		
	Heavy Truck	\$ 6,242		
	Motor Vehicle	\$ 823,010		
	Commercial Motor Vehicle	\$ 16,153		
	Motor Vehicle Excise	\$ 11,332		
	RV	\$ 2,918		
	IRB	\$ 477,786		
	Delinquent	\$ 345,722		
	State Aid - Disbursement 2	\$ 5,188,682		
	SB 155 Funding - Disb 1	\$ 1,835,000		
February	Financial Aid Draw	\$ 3,000,000	Financial Aid Refunds	(\$1,300,000)
March	Tax Distribution	\$ 1,609,997	COP - P & I (Principal and Interest)	(\$1,898,995)
	Current Tax	\$ 958,822		
	Heavy Truck	\$ 2,023		
	Motor Vehicle	\$ 346,474		
	Commercial Motor Vehicle	\$ 115,299		
	RV	\$ 861		
	Delinquent	\$ 186,518		
April			COP - P & I	(\$564,220)
May			COP - P & I	(\$408,844)
June	Tax Distribution	\$ 16,686,995		
	Current Tax	\$ 15,289,192		
	Heavy Truck	\$ 1,932		
	Motor Vehicle	\$ 966,586		
	Commercial Motor Vehicle	\$ 22,612		
	RV	\$ 4,038		
	IRB	\$ 185,302		
	Delinquent	\$ 217,333		
	SB 155 Funding - Disb 2	\$ 1,700,000		

[illegible]

# BOARD OF TRUSTEES REPORT

## HUMAN RESOURCES

### AUGUST 2020

#### **Human Resources Updates**

##### **Employment**

Human Resources is working diligently to hire our new employees for the start of the semester. We are excited to welcome our new team members and collaborate with them during our Virtual New Hire Orientation!

##### **Learning & Development**

Human Resources is partnering with a department on campus to test our new compliance software, Knowledge City. We hope to have the software launched for all employees by the end of the month.

##### **Employee Relations**

#### **Quarterly Employee Survey Reports**

##### **New Employee Follow-Up (Apr-June)**

Item:	Q1	Q2	Q3	Q4
The position description was well defined and representative of the position for which I interviewed.	4.63	4		
I was introduced to team members appropriately.	4.75	5		
I was given a clear understanding of my department's objectives.	4.75	3.5		
I was given a clear understanding of my personal performance objectives.	4.63	4		
I understand the requirements and expectations of my new position.	4.75	4		
My interactions with my supervisor and coworkers are appropriate.	5	5		
I am satisfied with the overall communication within KCKCC.	4.63	4.5		



### What has KCKCC done well?

Recruited and hired some of the most passionate staff I have ever met. Everyone is ready and willing to be a support. From the Police officers, to the transportation and administrative personnel to the Dean of Tech, I have never worked with such caring individuals. The Academic Support Coordinator is amazing as well!

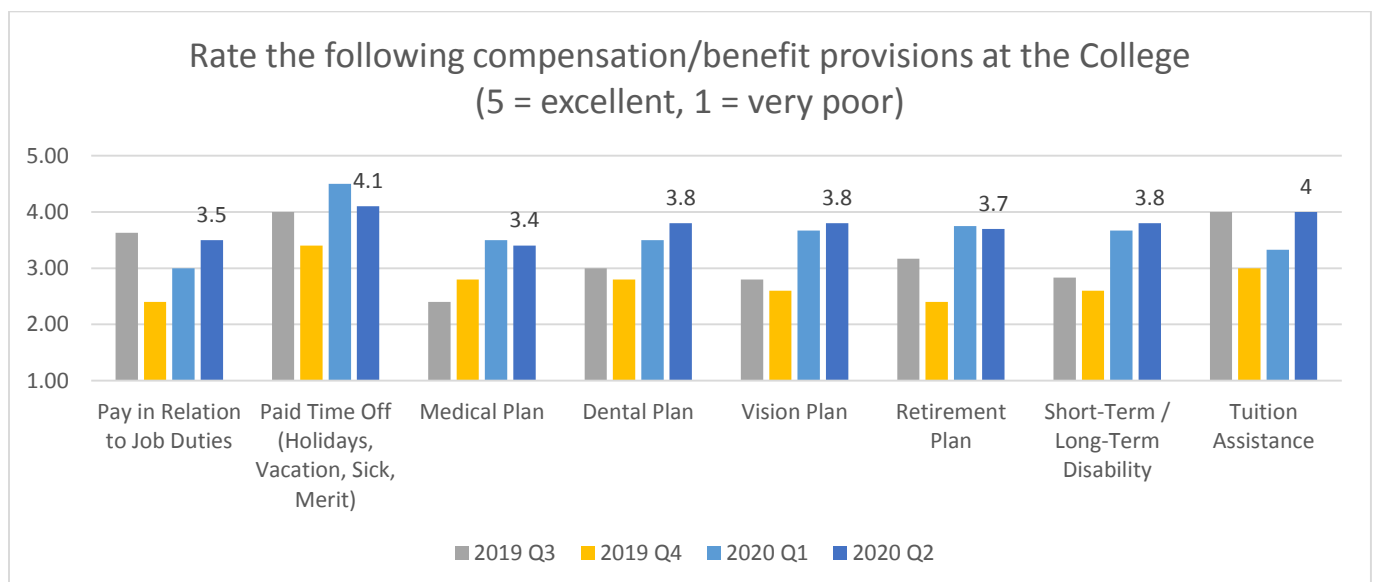
The onboarding process is brilliant. I felt a sense of belonging from the first day I signed paperwork. There was clarity with every process.

### What areas can KCKCC improve?

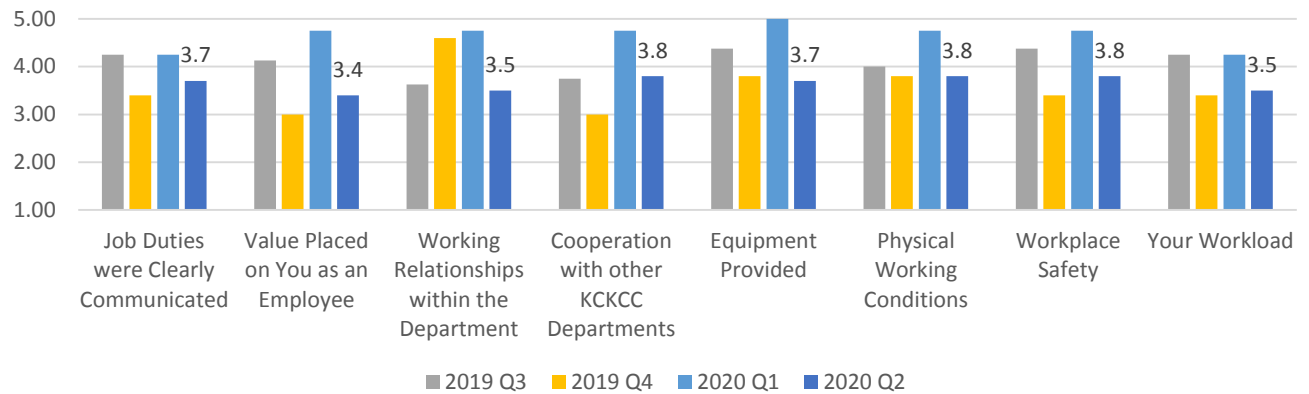
Finding ways to help the work together to help transition students into the workforce and/or into entrepreneurship prior to graduating.

### Exit Survey

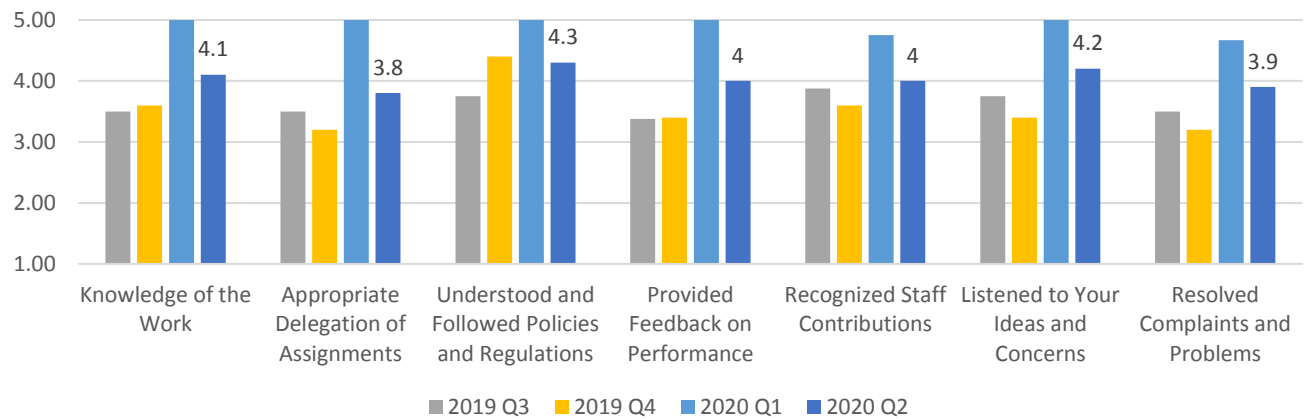
Reasons for leaving your current position	2019 Q1	2019 Q2	2019 Q3	2019 Q4	2020 Q1	2020 Q2
Amount of Work Required	1	1	0	1	0	1
Type of Work Required	1	1	0	0	0	0
Compensation	2	0	2	2	2	0
Relocating	0	4	1	0	0	0
Working Conditions	1	2	2	1	0	2
Quality of Supervision	2	3	2	2	0	2
Career Advancement	2	5	2	1	3	3
Personal Reasons	2	3	1	1	1	1
Retirement	0	2	2	0	0	4



Rate the following regarding your position and department  
(5 = excellent, 1 = very poor)



Rate your immediate supervisor in the following areas  
(5 = excellent, 1 = very poor)



## BOARD OF TRUSTEES REPORT

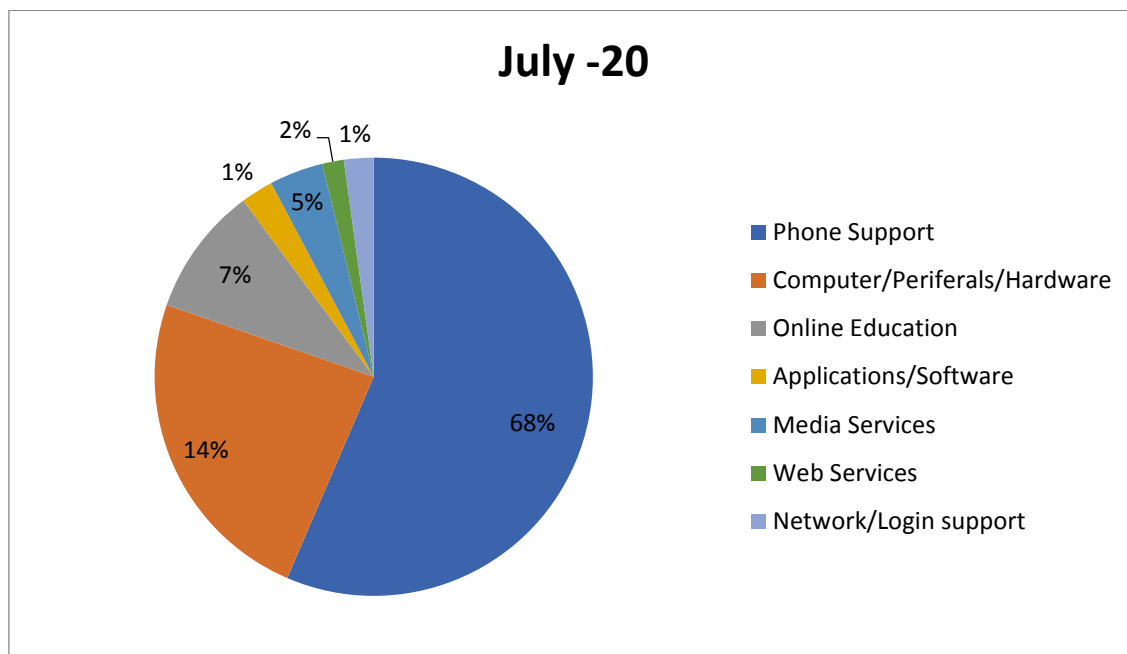
Peter Gabriel, Chief Information Officer

### ACADEMIC SUPPORT

- Created and delivered eight training session on Office 365.
- Facilitated conversation with the president.
- Facilitated Finance CMTE meeting online.
- Facilitated New Online New Employee Orientation.
- Facilitated implementation of online bookings for Student Housing.
- Assisted in delivery of online BOT meeting.
- Resolved help desk tickets.
- Worked one on one with staff members to support further usage of Office 365 features.

### COMPUTING SERVICES

- 252 tickets were issued during the month of July-445 tickets were resolved.
- The average time spent on each ticket was 1.73 days
- 603 helpdesk calls were taken in July - average time per call was 4.27 minutes.



### MEDIA SERVICES

- Setup and recorded the monthly Board of Trustees Meeting. Made a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting.
- Setup via zoom a virtual Board of Trustees Meeting.
- Recorded a Community Candidates Forum for the college's YouTube channel and the college's cable channel. Video analytics from YouTube have the District Attorney candidates with 165

views and an average watch time 24.1 minutes, while the State Representatives had 62 views with an average watch time of 9.2 minutes.

- Recorded 6 episodes of Music Talk. The show is produced by Media Services that features local musicians and is hosted by one of our students in the Jazz bands. The show airs on the college channel, and the college's YouTube channel.
- Recorded a guest speaker in the Heirloom Garden for a virtual Women's Equality Day conference in late August.
- Classrooms are being updated and inventoried. This is an on-going process and will enable classrooms to be either on-ground, virtual, or a mixture of both technologies.
- Setup a virtual Convocation for the fall 2020 Semester.
- Working on virtual footage for the KSTEP Program. The footage will include virtual 360 degree tours of classrooms for future students.
- Training instructors to present materials in a virtual environment.

## 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 - 99.95%
- Network Switch and Phone and Availability - 99.98%
- Multi-factor authentication will be turned on for remaining staff and faculty on August 6<sup>th</sup>.
- Cyber Security Classroom "external" network installed. Internal network has been installed and will be connected when remodel is finished.
- 100 laptops and docking stations to improve mobility are expected to be delivered to ITIS during the week of August 10<sup>th</sup>.