

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 Agenda June 21, 2022 – 4:15 P.M.

Meeting Location: Hybrid – KCKCC-Main Campus (Upper Jewell Lounge) and Zoom Meeting

Agenda

1. Call to Order

2. Executive Session(s):

- 1. Executive session to discuss matters relating to security measures if the discussion of such matters at an open meeting would jeopardize such security measures with possible action to follow in open session (20-minute duration). The open session will take place in Upper Jewell Lounge and online in the virtual meeting room.
- 2. Executive session for the preliminary discussion of the acquisition of real property with possible action to follow in open session (10-minute duration). The open session will take place in Upper Jewell Lounge and online in the virtual meeting room.

3. Adjournment



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KANSAS CITY KANSAS COMMUNITY COLLEGE Board of Trustees Meeting Agenda June 21, 2022 – 5:00 P.M.

Meeting Location: Hybrid - KCKCC-Main Campus (Upper Jewell Lounge) and Zoom Meeting

Agenda

- 1. Call to Order & Pledge of Allegiance
- 2. KCKCC Mission Statement
- 3. Roll Call
- 4. Approval of Agenda
- 5. Audience to Patrons and Petitioners (5-minute limit)
- 6. Recognitions/Presentations:
 - Biannual KCKCC Foundation Update. Presented by Ms. Mary Hurla Spangler, Executive Director of the KCKCC Foundation, and Ms. Mary Ricketts, KCKCC Foundation Chairperson.
- 7. **Communications –** None scheduled.
- 8. **Board Committee Reports**
- 9. Consent Agenda:
 - (Item A) Approval of Minutes of the May 17, 2022 Meeting
 - (Item A1) Approval of Minutes of the May 17, 2022 Special Meeting
 - (Item A2) Approval of Minutes of the May 26, 2022 Special Meeting
 - (Item B) Approval of Recommendations for Payment
 - (Item C) Approval of Ratification Items
 - (Item D) Approval of Personnel Items (H.R.)

- 10. **Student Senate Report –** No report due to summer break.
- 11. President's Report Mr. Jerry Pope on behalf of Dr. Greg Mosier
- 12. Vice President Academic Affairs Report Mr. Jerry Pope
- 13. Vice President Student Affairs Report Dr. Chris Meiers, Interim
- 14. Vice President Strategic Initiatives & Outreach Report Dr. Tami Bartunek
- 15. Chief Financial Officer Report Mr. Michael Beach
- 16. Chief Human Resources Officer Report Ms. Christina McGee
- 17. **Chief Information Officer Report** Mr. Peter Gabriel
- 18. Unfinished Business:
 - Downtown Project Update. Presented by Dr. Greg Mosier.
- 19. New Business:
 - Approval of Employment Contract for President. Presented by Chair Evelyn Criswell.
 - Approval of Audit Firm. Presented by Mr. Michael Beach.
 - Approval of Board Meeting Dates for FY023. Presented by Chair Evelyn Criswell.
- 20. Adjournment

Next Meeting of the Board of Trustees:

<u>Thursday, July 21, 2022 - 5:00 p.m. – Hybrid Meeting</u> (KCKCC – Main Campus & Zoom Virtual Meeting Room)



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KANSAS CITY KANSAS COMMUNITY COLLEGE Board of Trustees Meeting Minutes May 17, 2022 – 5:00 P.M.

<u>CONSENT AGENDA – Item A</u> Meeting Minutes

- 1. Call to Order & Pledge of Allegiance: Chairwoman Evelyn Criswell called the meeting to order at 5:05 p.m. in the Upper Jewell Lounge at KCKCC Main Campus and in the KCKCC Zoom meeting platform on Tuesday, May 17, 2022. The Pledge of Allegiance was led by Trustee Ray Daniels.
- 2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
- 3. **Roll Call:** Indicated the following trustees present Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton and Isnard. All trustees were present.
- 4. **Approval of Agenda:** Chair Criswell called for a motion to approve the agenda and asked Dr. Mosier for any amendments to the agenda. Dr. Mosier requested the Rita Blitt Sculpture discussion from the special meeting agenda be added as Unfinished Business.
 - Trustee Ash made the motion to approve the agenda as amended. Trustee Brown seconded the motion. **The Motion Carried**.
- 5. **Audience to Patrons and Petitioners:** Chair Criswell opened the floor for any patrons or petitioners to address the Board. There were no patrons or petitioners to address the Board.
- 6. Recognitions/Presentations:
 - Chair Criswell invited Dr. Chris Meiers, Interim Vice President of Student Affairs & Enrollment Management, to present the annual update of the Strategic Enrollment Management (SEM) Plan. Dr. Meiers shared a PowerPoint presentation of the current data for enrollment at KCKCC and the strategic focus of the plan. The focus of the SEM plan is built on Increased Total Enrollment, Increased Total Persistence, and Increased Retention and Completion Rates. For new student enrollment the College

will need to look at Market Penetration, Market Growth and Program Development. Dr. Meiers concluded his presentation by stating that KCKCC will need to develop a combination of strategies aligned with SEM Plan Goals and Objectives to stimulate demand as the economy recovers from COVID-19.

Chair Criswell asked Dr. Meiers to clarify what is meant by program development. Dr. Meiers answered it is defined by how the College will update current programs, add relevant programming, and find new modes of delivery of the programming offered that works for our area.

Trustee Daniels asked whether the College employs a customer management system. Dr. Meiers answered the College manages customers via the Ellucian system software. Dr. Mosier added that targeted marketing has been added to the enrollment strategy. He shared the implementation of the new President's Scholarship Business Card approach he can provide to potential students when he is out in the community. The award is noted on the back of his business cards and requires his signature to be validated.

7. **Communications:** There were no communications scheduled.

8. **Board Committee Reports:**

- On behalf of the Board Finance Committee (BFC), Vice-Chair Brune shared the following from their meeting on Monday, May 9th the Board committee reviewed the monthly financial statements that revealed the College is \$17 million better in cash position than at this time last year. New enrollments for fall 2022 may surpass enrollment numbers for fall 2020. The College has passed the Downtown Project fundraising goal that will allow us to move forward to the next phase in the project.
- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown shared the following from their May meeting – reviewed the mission of BCEC and shared their new email address at EngageTrustees@kckcc.edu. Training for the email box for the committee will be scheduled.
- As KACCT Delegate, Trustee Ash reminded the Board of the email sent by Ms. Risala Allen, Executive Administrative Partner to the President and Board of Trustees, about attendance at the KACCT Quarterly Meeting on June 3rd and June 4th.
- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton reminded everyone the BPC does not meet in the summer because the senate groups are not active during the summer semester. She concluded the Committee will resume in September 2022.
- 9. **Consent Agenda:** Chair Criswell asked for any questions, concerns, or additions to the Board Agenda. Trustee Hoskins Sutton noted the upcoming departure of Ms. Gabriela Flores, Director of the Center for Equity, Inclusion, and Multicultural Engagement. She added that Ms. Flores will be missed and wished her well on behalf of the Board.

Hearing no further comments or questions, Chair Criswell called for a motion to approve the Consent Agenda.

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

- 10. **Student Senate Report:** There was no report from Student Senate due to Summer Break.
- 11. **President's Report:** Chair Criswell called for the President's report. Dr. Greg Mosier reported the following -
 - Extended congratulations to Dr. Chris Meiers in his new role as Vice President of Student Affairs and Enrollment Management. His contract begins on July 1st, 2022.
 - Commencement Update May is a great month for celebrating student success with all the commencement events to occur at KCKCC. The College has more than 1,000 students graduating this month. The commencement ceremonies began with the ESOL ceremony last Friday, May 13th. The ceremonies for the specialized programs of respiratory therapy, physical therapy, and nursing take place tomorrow. The two primary commencement ceremonies for degrees and certificates will occur on Thursday, May 19th at 2:00 p.m. and 7:00 p.m. As a reminder, all KCKCC commencement ceremonies are mask mandatory events. As we watch COVID numbers across the country, we want to keep everyone's health our top priority while we celebrate our students.
 - Annual College Senate and KCKCC Board of Trustee Meeting Update There was a great conversation and sharing of information all around. Thanked Mr. Darren Elliott for his many years of service over multiple terms as president of the College Senate. Additional thanks were extended to Mr. Ernie May for his service as the KNEA faculty president and congratulations on his upcoming retirement. Shared Mr. Elliott will serve as KNEA president upon Mr. May's retirement. Appreciate expressed for the new leaders within the College's senates stepping up and serving.
 - COVID Update Since April 19th, employees have had only 8 incidents, 5 being COVID positive and 3 being close contacts. For students, there were only 6 incidents, 4 being COVID positive and 2 being close contacts. Dr. Mosier noted that most of the student incidents were related to our students who participate in clinicals as part of their respective allied health programs. The College will continue to watch the national levels to guide safety protocols.
 - Staffing Update Acknowledged the College is also experiencing what has become known as the "Great Resignation" movement where employees are moving from place to place in search of better-suiting opportunities. This month our small but mighty Human Resources (HR) team and President's Cabinet members are working as quickly as possible to update position descriptions, combine multiple part-time positions into full-time positions, and get positions published. Soon, we will be posting a new position for a Talent Acquisition Coordinator. This person will serve to

actively engage with potential new employees as soon as they submit applications and keep them engaged throughout the hiring and onboarding process. The College will also continue to examine employee compensation and update salaries and/or hourly wages so we can be more competitive with the other educational institutions around us, as some individuals are leaving KCKCC to go to the other organizations where they can possibly make more money. Over the last four years, the College has invested \$1.2 million to bring greater equity to staff compensation. We are also looking at how we can make benefits more affordable.

Economic Development Update - More and more companies continue to look at Wyandotte, Leavenworth, and Johnson County to relocate major businesses. Over the last couple of years, Dr. Mosier, and others, have been working on business attraction teams, with economic development organizations and the state Department of Commerce, attracting new business to the area, especially Wyandotte and Leavenworth County. He shared that the greatest, most significant item these companies are looking for is skilled labor and that is where KCKCC comes into play.

Dr. Mosier continued that he mentioned last month the Hill's Pet Nutrition plant being built in the Bonner Springs, KS area. That is a \$300 million investment, and they need over 300 trained employees. The College is currently working with Hill's Pet Nutrition HR team to customize training for them. This month, he worked with the Kansas Department of Commerce on a number of occasions, to attract large businesses looking into more centralized locations. The Kansas side of Kansas City is an attractive area to these companies and if they relocated to this area, they would be looking to KCKCC and, when needed, JCCC, to provide them with a skilled workforce. This could mean up to 400 employees per site between Wyandotte, Leavenworth, and Johnson counties. Dr. Mosier concluded this update by sharing there are also great opportunities with job outlook in store for our Commercial Construction Technology, Advanced Manufacturing, and Automation Engineering programs.

- Student Housing Update There are currently approximately 161 beds of the total 258 still spoken for in Centennial Hall. With the expectation of about 50 additional athletes, there are only 30 – 35 beds left to fill.
- Downtown Project Update Dr. Mosier ended his report by sharing on next Monday evening he will present the Downtown Project with Mayor Tyrone Garner to the Greater Kansas City Chamber of Commerce Board of Directors. He asked the Board for any comments or questions.

Trustee Hoskins Sutton asked whether some of the additional benefit considerations for new employees or current employee retention included family-friendly options. Dr. Mosier answered that the College administration is considering positions that may allow flex scheduling and other quality-of-life benefits.

Hearing no other comments, Trustee Daniels made the motion to accept the report. Trustee Hoskins Sutton seconded the motion. **The Motion Carried**.

- 12. Vice President Academic Affairs Report: Chair Criswell called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope highlighted the following items from the report
 - KCKCC hosted the 12th Annual Kansas City Jazz Summit: Basically Basie Jazz Heritage Competition at KCKCC – Main Campus. Congrats to the Music department for another successful event. The winner of the competition was from Belleview High School, from Bellevue, Washington.
 - Art Department hosted an event for USD 500 high schools at KCKCC- Main Campus. The students and counselors learned a lot about our Art programs. did not know we had an Art program. Some of the high school counselors shared they would begin sending their students interested in studying art to KCKCC.
 - An open house for the new Automation Engineer Technology (AET) Program was held at KCKCC – TEC. The companies participating in the Federation for Advanced Manufacturing Education (FAME) program and partnering with KCKCC had representatives in attendance to provide information about the FAME AET program.
 - KCKCC TEC had six students place in the SkillsUSA Kansas State Championship competitions. They were postsecondary students, Colton Coy and Cache't Davis who brought home gold and silver in the Commercial Baking competition; Madalynn McInnis and Luis Angel-Aguilera-Fernandez secured silver and bronze in the high school Commercial Baking competition; and postsecondary student, Tyler Robinson won the gold medal in the CNC Technician competition and Jaden Moore secured gold in the high school CNC Turning competition.
 - The Mortuary Science program completed its accreditation site visit with the American Board of Funeral Service Education (ABFSE).
 - Students took part in a series of micro-credential testing conducted by the Bioscience Core Skills Institute (BCSI) and expect to learn results of the tests soon.
 - Congratulations to Psychology Professor, Mr. Victor Ammons, for winning the Henry Louis Award for Excellence in Teaching and to Ms. An'Drienna Wilson, Records Coordinator, for winning the 2022 National Institute for Staff and Organizational Development (NISOD) Excellence Award.
 - Leavenworth High School has agreed to begin sending students to the KCKCC PCC for Early Childhood Education (ECED) classes beginning Fall 2022.

Trustee Ash mentioned family members in affiliation with St. James Academy were excited to learn that Professor Jim Mair would be teaching there and working with their jazz band. He added that it is great to have KCKCC professors getting the word out about the programming that KCKCC offers.

Trustee Hoskins Sutton made note of the beautiful headdress made with scrap metal created by students from the Lansing Correctional Facility Welding program. She also acknowledged the, seemingly monthly, publishing works of Dr. Ron Malcolm, Professor of American Sign Language, on sign language and autism.

Trustee Hoskins Sutton then asked, regarding the Online Education Services support accessibility score of 71%, whether the score affects the number of students that attend online classes. Mr. Pope was unsure of the effect of the score and agreed to get more information from Online Education Services Director, Ms. Susan Stuart. The Board asked if Ms. Stuart could make a small presentation on 508 Compliance in June.

Trustee Daniels made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- 13. Vice President Student Affairs & Enrollment Management Report: Chair Criswell called for the Vice President of Student Affairs & Enrollment Management (VPSAEM) report. Dr. Chris Meiers, Interim, highlighted the following items from the report
 - Commencement Update The Graduation Committee this year has been cochaired by Dr. Meiers and Ms. Theresa Holliday, Registrar. The Committee has worked diligently to create an organized and COVID-safe celebration for all attending and volunteering for the momentous occasion. At present, most guest requests from the graduates have been accommodated. There are measures in place to meet the needs of the graduates as needed on Graduation Day.
 - Annual Student Satisfaction Survey Update The goal is to have a 10 percent response rate. The deadline has been extended through next week to assist in meeting the goal. The incentives that are being offered for completing the survey are to be entered into a drawing for Apple iPads and Apple Air Pod Pros. The data received from the survey will be critical to the building and implementation of student-focused change in the Student Affairs division.
 - College Applications Update The Admissions application backlog has been reduced by 30 percent in seven days. Strategies are in place for getting more applications processed. The Admissions department is also addressing technology challenges to improve the experience and processing of the applications.
 - Student Housing Application Update The Student Housing office currently has 161 applications processed for beds. The average age of the students who have applied is 19 ½ and 32 percent of the applicants are from Wyandotte County, 8 percent are from Leavenworth County, and 8 percent are from Johnson County. The remaining applicants are from other areas in Kansas and Missouri and as far away as Florida.
 - The Handshake Career & Job Employment portal is now active for our students. There are currently 5,300 jobs listed in the Kansas City Metro area by 17 different employers.
 - The women's softball team, led by Coach Wendy Ross, are the District B Softball champions after their win last night in Topeka, KS. The team is heading to Oxford, AL on Friday for the national tournament. Additionally, the men's baseball team competed in the first round of the district tournament last night against Cloud County Community College. The team came away with a 5 to 1 win.

Dr. Meiers asked the Board for any comments or questions.

Hearing none, Trustee Ash made a motion to accept the report. Trustee Brown seconded the motion. **The Motion Carried**.

- 14. Vice President Strategic Initiatives & Outreach Report: Chair Criswell called for the Vice President of Strategic Initiatives & Outreach report. Dr. Tami Bartunek highlighted the following items from the report
 - She is continuing with regular meetings with the Historic Preservation Design Board (HPDB) to determine the historic elements from the Seventh Street Church to be included in the Downtown project. Members of this board include representatives from KCKCC, the Wyandotte County Museum, Unified Government Planning and Urban Design, Wyandotte Nation of Kansas, Downtown stakeholders, and the Landmarks Commission. The goal is to have recommendations by this summer.
 - Last month, the VPSIO division worked with the Kansas Chamber of Commerce to support their annual Minority Business Summit as a secondary location for the event. Several KCKCC trustees attended.
 - In partnership with the Legends Outlet Mall, the College will be featured on their exterior billboards and their kiosks throughout the summer and fall. The Legends is hosting an event on June 18th to invite the community to "Reunite with KCKCC" with a number of campus organizations onsite. The time is from noon to 4 o'clock pm, near Books-A-Million and Cold Stone Creamery.
 - Website Analytics Update There has been a 9 percent increase in clicks on the "Apply Now" button on the website compared to this time last year. We are up 56 percent compared to this time in 2020. We believe this increase is contributed to the "We Want You Back" campaign.
 - Website Update The Cascade training sessions have trained over 50 people to do departmental website editing to keep website content up to date for those who visit the KCKCC website.
 - Announced KCKCC is sponsoring the running of "Salute to Seniors" campaign ads congratulating them and inviting them to come to see us at KCKCC. The campaign will run for the next 3 weeks.

Dr. Bartunek asked for any comments or questions from the Board.

Hearing none, Trustee Isnard made a motion to accept the report. Trustee Brune seconded the motion. **The Motion Carried**.

- 15. **Chief Financial Officer Report:** Chair Criswell called for the Chief Financial Officer report. Mr. Michael Beach highlighted the following items from the Board report
 - Strategic Asks have been approved to \$1.250 million of college projects
 - Student Housing looks great; the software and door locks will not arrive in time for the opening, so manual locks will be installed. The outside panels may not arrive in time and alternatives are being researched as a temporary fix to have in place for the grand opening/ribbon-cutting ceremony.

- HEERF Funds Update the final draw has been submitted. One hundred percent of all monies have been made available for the reimbursement of expenses and losses that KCKCC has incurred during COVID-19, resulting in one-time, institutional funds in the amount of \$9.8 million.
- The selection of a food service provider for the College is in progress. A vendor has been selected to determine details/offerings. A resolution for the vendor selection is expected by the June Board meeting.
- Event scheduling 334 campus-related events this last month.
- Facilities completed 32 projects at all campus locations; the driveway at the Performing Arts Center has been completed.
- Campus Police doing a great job. Officers are soon to graduate and come to work.
- Monthly Financial report reviewed as shared.

Trustee Brune made the motion to accept the report. Trustee Brown seconded the motion. **The Motion Carried**.

- 16. **Chief Human Resources Officer Report**: Chair Criswell called for the Chief Human Resources Officer report. Ms. Christina McGee highlighted the following items from the Board report
 - Thanked the Committee for the success of and congratulated those recognized at the Employee Recognition and Retirement Luncheon. Thanked the Board for their attendance and support.
 - HR hosted the first quarter's Supervisor training with a focus on workplace communication and group agreements. We have changed the format in an effort to support supervisors in retaining and implementing information the same across the College.
 - The Professional Development Committee has been launched and is co-led by Ms. Sheila Joseph, Talent Development Manager, and Mr. Tom Grady, Faculty Director of the Center for Teaching Excellence. This committee has been charged with assessing employee training needs and developing and providing training to all employees across the college.
 - Center for Equity, Inclusion, and Multicultural Engagement (CEIM) Update In partnership with the student club, Fringe Benefits of Education (FBOE), hosted the speaker, Mr. Ron Freeman who shared strategies with the students to help establish new benchmarks for unlimited professional personal potential. There was also an Inclusive Leadership Workshop, led by Ms. Gabriella Flores, Director of CEIM. The Art Gallery showcased the art of KCKCC students on June 6th and June 20th.
 - Ms. Flores is departing the institution. A transition plan is in place to continue the great work she began until a replacement for the position is found.
 - In efforts to contend with the "Great Resignation", HR is working to make the College more visible and attractive to job seekers. We are working on strategic and intentional recruitment efforts.

Ms. McGee asked the Board for any comments or questions.

Chair Criswell inquired about the College having virtual career fairs. Ms. McGee shared the recent fairs have been in person. In the future, upon hiring a Talent Acquisition Coordinator, we hope to send that person out to attend fairs on behalf of the College.

Trustee Daniels asked if the increased staffing needs in HR and Student Affairs are being addressed. Dr. Mosier answered that all departments are experiencing reduced staffing which speaks to the need for a new talent acquisition position.

Hearing no further comments, Trustee Ash made a motion to accept the report. Trustee Hoskins Sutton seconded the motion. <u>The Motion Carried</u>.

- 17. **Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report
 - Expressed thanks to Media Services for all their great work this month with graduation ceremonies and meetings.
 - Announced the Perceptive Content server and application update should be completed mid-June and the KRS Business Optics server will begin update in midto late-June.
 - Raised overall system security score by 3.6% in the last month.
 - Wireless survey completed. Learned the College has a good number of access points. For complete wireless access coverage, the College would add only eight access points. The next conversation will be capacity needs for devices and areas with capacity increases.
 - Student Laptop Checkout returns began yesterday. The Computing Services staff will refresh the devices for other students to check out for summer classes beginning May 31st.

Trustee Daniels asked about the number of laptops available for students to check out. Mr. Gabriel answered there are approximately 250 laptops available during the fall and spring semesters. There are fewer during the summer semester.

Trustee Isnard made the motion to accept the report. Chair Criswell seconded the motion. **The Motion Carried**.

18. Unfinished Business:

- Chair Criswell invited Dr. Mosier to present a Downtown Project Update. Dr. Mosier shared the following
 - o The College has reached more than 50% of our fundraising goal for the project. This milestone leads to the next stages from illustrative diagramming to architectural engineering, interior programming, and the environmental stages of the project. Adjustments to the original design will be made due to the effects of inflation. The College and partners are engaged with an owners' representative

- firm to lead the RFP process and work to address our desire to work with minority-owned and women-owned businesses equitably.
- The College is at 77% of the original \$40.5 million fundraising goal having raised, to date, \$31.14 million. There are additional funding opportunities in progress including the EDA Grant which was submitted this month and could result in another \$3 million.
- o The College is working with the Unified Government Design Resource Committee to assist with making preliminary plans for approval.
- Chair Criswell invited Mr. Pope to present the program revision of the Paralegal (Legal Studies) program for approval. Mr. Pope shared the curricular changes as follows the name of the program was changed to Legal Studies, as were the names of classes, and changing of credits. He also shared details of changes for the program reflected in the program schedule.

Trustee Daniels made the motion to approve the program revision. Trustee Ash seconded the motion. **The Motion Carried**.

- Chair Criswell invited Dr. Mosier to present an update on the Rita Blitt sculptures.
 Dr. Mosier shared the following -
 - The Rita Blitt sculpture, "Ascension", will be placed on the front lawn of Centennial Hall on June 30th or July 1st in time for the ribbon-cutting ceremony.
 - o In the next fiscal year, he proposed pursuing the purchase of 2 instead of 4 sculptures due to inflationary costs. The two recommended for KCKCC Main Campus were "Perseverance" for the courtyard area (\$38K), and "Resilience" to be placed near the pond (\$40K).
 - o Dr. Mosier added the College will look to add other sculptures for our other KCKCC campus locations.

Trustee Hoskins Sutton expressed concern about adding any more sculptures beyond the three recommended and inquired about the additional costs. Dr. Mosier answered some of the additional costs would be saved with some work that may be done by the College. The sculptures would be installed in FY2023, if approved.

Hearing no additional questions or comments, Trustee Ash made the motion to approve the purchase of the two Rita Blitt sculptures. Trustee Brune seconded the motion. **The Motion Carried**.

19. New Business:

• Chair Criswell invited Dr. Mosier to present the Resolution(s) of Intent to Nonrenewal Contract for Employment. Dr. Mosier read the resolution for Ms. Liley Villazan.

Hearing no questions or comments, Trustee Ash made a motion to approve the resolution. Trustee Daniels seconded the motion. The Motion Carried.

20.	Adjournment:	Trustee	Brown made	e a motion	to adjourn	the meeting.	Trustee Isnard
	seconded the	motion.	The Motion	Carried.			

The meeting of the Board of Trustees adjourned at 7:16 p.m	The meeting of	of the Board	of Trustees	adjourned at	7:16	p.m.
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ATTEST:	
	Chairperson, Ms. Evelyn Criswell
	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 May 17, 2022 – 4:00 P.M.

CONSENT AGENDA – Item A1 Meeting Minutes

The Board of Trustees held a hybrid meeting hosted both in the Upper Jewell Lounge at KCKCC – Main Campus and in the KCKCC Zoom meeting platform on Tuesday, May 17, 2022.

Members present were Chairwoman Evelyn Criswell, Mr. Donald Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels, Ms. Linda Hoskins Sutton and Mr. Brad Isnard.

The meeting was called to order at 4:02 p.m. by Board Chair, Ms. Evelyn Criswell.

Dr. Greg Mosier requested an amendment to the executive session to reduce the time from 55-minutes to 5-minutes in the session.

At 4:03 p.m., Chair Criswell called for a motion to enter an executive session for the amended 5-minutes to discuss personnel matters of nonelected personnel with possible action to follow in an open session. The open session will take place in Upper Jewell Lounge and online in the virtual meeting room. Trustee Daniels made the motion. Trustee Brown seconded the motion. The Motion Carried.

The Board entered the first executive session in Room 3397 at 4:08 p.m.

At 4:13 p.m., the Board returned to the open session with no action to follow.

Chair Criswell invited Mr. Greg Goheen, College Counsel, to present a general overview of the Nonrenewal Process. Mr. Goheen shared, in detail, the annual process for reviewing contracts for faculty and administration members according to state statute and the negotiated faculty contract for faculty members. He explained the key components of the process such as the contract, probationary periods, evaluations, due process rights and termination.

Trustee Daniels asked if the Board is required to adopt the recommendation of the hearing officer. Mr. Goheen informed him and the Board that they are required to adopt the recommendation of the hearing officer because the hearing officer serves as an objective body.

Trustee Daniels asked whether an issue could be revisited for other legal opportunities. Mr. Goheen answered that any employment decision can be revisited for some other reason. However, the current process protects the College from this because, during the hearing, it is likely all issues concerning the matter at hand would be discussed.

Hearing no further questions or comments, Chair Criswell thanked Mr. Goheen for his presentation. She invited Dr. Mosier to present the Downtown Project update. Dr. Greg Mosier began by announcing the College has reached 58 percent of its fundraising goal for the project. He shared the College is now ready to move into the architectural design and engineering stage of the project where the aesthetic work on the project transitions into the schematic design. Dr. Mosier shared a PowerPoint presentation of the land for the Downtown Project as well as updates regarding parking, new bids for the project from a wide range of contractors, and an expected increase in the overall cost of the project. He added there is an upcoming meeting with the Unified Government (U.G.) to identify the next steps with their respective departments.

Trustee Daniels asked about the future of the Willa Gill Center. Dr. Mosier answered that the College is working in partnership with the Unified Government, Mount Carmel, and Wyandot Behavioral Health Network to discuss options for continued services offered at the Center whether in this or another location. Other locations are being discussed within the U.G. and appropriate organizations where additional needed services for this community could be offered. Dr. Mosier emphasized that KCKCC has no decision-making authority regard the Willa Gill Center as the property is owned by the U.G. He additionally expressed the College is committed to help ensure that no food services are negatively impacted to those who are without a home and are hungry in Wyandotte County community with this project.

Dr. Mosier invited the Board members to send additional questions about the project to him and Chair Criswell.

Chair Criswell invited Dr. Mosier to present on college safety and security. Dr. Mosier began with a discussion of recent incidents on adjacent properties. The College plans to replace the fence on the west and south sides of the KCKCC - Main Campus with a new 6-foot fence as one measure to keep our campuses as safe as possible. Solutions for the north and east sides are being considered.

Trustee Hoskins Sutton asked about the fence line behind the new student housing building. Dr. Mosier answered that fence will be new as well – it is on the southwest side of KCKCC – Main Campus.

Hearing no further questions, Chair Criswell moved to the next item on the agenda. She invited Dr. Mosier to present the drafted meeting dates and times for the FY2023 Board of Trustees

meetings. Dr. Mosier shared that the meeting schedule mirrored the same criteria as this year for meetings except the meeting in August 2023. He explained the new legislation regarding Ad Valorem taxes require the meeting for August take place after August 22nd. Moving forward, the August Board meetings will continue to occur on the 4th Thursday of the month.

Chair Criswell invited Dr. Mosier to present an update on the Rita Blitt sculptures. Dr. Mosier shared the planned locations for additional Rita Blitt sculptures at KCKCC-Main Campus. He continued by sharing that on June 30th or July 1st the sculpture, "Ascension", will be installed in front of the new student housing building in time for the upcoming ribbon-cutting ceremony.

Dr. Mosier explained due to increased commodity prices there has been an increase in the cost of materials for the other sculptures previously reviewed by the Board. Due to the increases, he recommended moving forward with the two of the initial four sculptures, "Perseverance" at a cost of \$38,869, and "Resilience" at a cost of \$44,824. He shared the locations at KCKCC – Main Campus where the two sculptures would be placed. The Board will vote on the recommendation during today's General meeting under Unfinished Business.

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

ATTEST:	
	Chairperson, Ms. Evelyn Criswell
	Secretary, Dr. Greg Mosier

The meeting adjourned at 4:58 p.m.



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 May 26, 2022 – 4:00 P.M.

CONSENT AGENDA – Item A2 Meeting Minutes

The Board of Trustees held a hybrid meeting hosted both in the Executive Board Room (Room 3252) at KCKCC – Main Campus and in the KCKCC Zoom meeting platform on Thursday, May 26, 2022.

Members present were Chairwoman Evelyn Criswell, Ms. Rosalyn Brown, Vice-Chair Pat Brune, Dr. Ray Daniels, Ms. Linda Hoskins Sutton, and Mr. Brad Isnard. Mr. Donald Ash was not present.

The meeting was called to order at 4:15 p.m. by Board Chair, Ms. Evelyn Criswell.

Chair Criswell called for a motion to enter an executive session for 30-minutes to discuss personnel matters of nonelected personnel with possible action to follow in an open session. All action would take place during the open session in Room 3252 and the Zoom public meeting room. Trustee Isnard made the motion. Trustee Brown seconded the motion.

The Motion Carried.

The Board entered the first executive session at 4:18 p.m.

At 4:48 p.m., the Board returned to open session. The Board determined an additional 30-minutes was needed for the first executive session. Chair Criswell called for a motion to reenter the first executive session.

At 4:51 p.m., Vice-Chair Brune made the motion. Trustee Isnard seconded the motion. The Motion Carried.

At 5:21 p.m., the Board returned to open session. The Board determined an additional 15-minutes was needed to conclude the discussion for the first executive session. Chair Criswell called for a motion to reenter the first executive session.

At 5:23 p.m., Trustee Brown made the motion. Trustee Isnard seconded the motion. **The Motion Carried**.

At 5:38 p.m., the Board returned to open session. There was no action to follow.

At 5:41 p.m., Chair Criswell called for a motion to enter the second executive session for 15-minutes 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 an open session. Trustee Daniels made the motion. Vice-Chair Brune seconded the motion.

The Motion Carried.

The meeting adjourned at 5:57 p.m.

At 5:56 p.m., the Board returned to open session. There was no action to follow.

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

ATTEST:	
	Chairperson, Ms. Evelyn Criswell
	Secretary, Dr. Greg Mosier



Recommendations for Payment

CONSENT AGENDA – Item B June 21, 2022

- 1) Approval in the amount of \$71,336.25 to Basehor-Linwood High School for CTE funds for courses taught for Spring 2022. Requested by Michael Beach.
- 2) Approval in the amount of \$32,682.00 to Design Mechanical for the removal and replacement of HVAC units at KCKCC PCC. Requested by Michael Beach.
- 3) The amount of \$\frac{1,148,325.44}{1,148,325.44}\$ to Christie Development Associates, LLC construction payment for new student housing (Draw 19 June 2022). Requested by Michael Beach.

 *Pre-approved by the BOT; July 2021.
- 4) The amount of \$31,568.73 to Diamond Computers LLC for cabling organization for student housing. Requested by Peter Gabriel. *Pre-approved by the BOT; July 2021.*
- 5) The amount of \$152,764.09 to Kansas Board of Regents for the return of unused Kansas Promise Act funds (\$60,235.91 of \$213,000.00 total funds awarded to students from fall 2021 through summer 2022). Requested by Michael Beach.

May bills totaling \$4,025,556.75 includes April VISA bills of \$220,993.40.

Updated 06/10/2022 Page **1** of **1**



Items for Ratification

<u>CONSENT AGENDA – Item C</u> June 21, 2022

- 1. **\$11,410.92** to **MVP Law** (McAnany, Van Cleave & Phillips) for 1/12th annual flat fee payment of \$8,666.66 plus \$2,744.26 total of itemized services (V0287656).

 Requested by Michael Beach. *Pre-approved by the BOT; July 2021*.
- 2. \$19,500.00 to Merchant McIntyre & Associates, LLC for payment for capital campaign consultation (Quarter 2 2022). Requested by Michael Beach. *Pre-approved by the BOT; July 2021.*
- 3. **\$10,774.81** to **Lampton Welding Supply Co Inc** for LCF Welding Program kits sold in TEC Bookstore. Requested by Michael Beach.
- 4. \$10,236.00 to Unified School District 500 for summer food service program (KOC Lunches KCKPS Vendor). Requested by Jerry Pope.
- 5. **\$10,000.00** to **Byrne Pelofsky + Associates** for June 2022 payment for capital campaign consultation. Requested by Michael Beach. *Pre-approved by the BOT; July 2021.*
- 6. **\$17,827.00** to **Commercial Installation & Construction Company** for new shades for facility updates. Requested by Michael Beach.
- 7. \$13,380.00 to Navigator Motorcoaches Inc for a charter bus for Softball National Tournament in Oxford, AL. Requested by Chris Meiers.
- 8. **\$23,800.00** to **Interstate Auto Center, Inc.** for vehicles for Automotive programs. Requested by Jerry Pope.
- 9. **\$22,386.75** to **Leavenworth Senior High School** for CTE funds for courses taught and instructor pay for non-tier courses for Spring 2022. Requested by Michael Beach.
- 10. **\$10,404.00** to **Turner High School** for CTE funds for courses taught for Spring 2022. Requested by Michael Beach.
- 11. \$10,661.40 to Home Science Tools for Chemistry course kits. Requested by Jerry Pope.
- 12. <u>\$11,520.00</u> to **Burlington English Inc** for 12-month access to Adult Education ESL software for 120 students. Requested by Jerry Pope.
- 13. <u>\$10,000.00</u> to Byrne Pelofsky + Associates for May 2022 payment for capital campaign consultation. Requested by Michael Beach. *Pre-approved by the BOT; July 2021.*

Updated 06/10/2022 Page **1** of **1**



HUMAN RESOURCES - PERSONNEL ITEMS

<u>CONSENT AGENDA – Item D</u> June 21, 2022

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Resignation	Anderson, Erin	Coordinator I	Financial Aid	Student Affairs and Enrollment Management	05/31/2022
Resignation	Bickford, Rochella	Assistant Professor			08/15/2022
Resignation	Schimke, Lynda	Adjunct	Reading	Academic Affairs	05/19/2022
Retirement	Beach, Michael	Chief Financial Officer	Financial Services	Services Financial & Facility Services	
Separation	Separation Molina, Victor Officer College Police		Financial & Facility Services	06/6/2022	
Separation	Pfauth, Mike	Mike Adjunct Physical Science Academic Affairs		Academic Affairs	05/20/2022

STIPEND

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
Additional Duties	Alexander, Audrey	Foundation Coordinator II	Foundation	President	05/05/2022	\$600 per month
Additional Duties	Sullivan, Kyle	Administrative Assistant I	Foundation	President	05/05/2022- 06/30/2022	\$400*
Bonus	Burgette, Brandon	Head Coach	Athletics	Student Affairs and Enrollment Management	06/01/2022	\$2,000**
Bonus	Ross, Lana	Head Coach	Athletics	Student Affairs and Enrollment Management	06/01/2022	\$2,000***
STAR Awards	Cetin, Shelley	Adult Education Instructor	Adult and Continuing Education	Academic Affairs	05/31/2022	\$500

^{*} This is a one-time stipend.

^{**} Regional Men's Basketball Tournament Winner. This is a one-time stipend.

^{***}Regional Women's Softball Tournament Winner. This is a one-time stipend.

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
New Hire	Altman, Rebecca	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$17.00 per hour
New Hire	Anderson, Tayler	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$20.00 per hour
New Hire	Barnes, Cassellas	Kids on Campus- Counselor 2	Adult & Continuing Education	Academic Affairs	06/20/2022	\$15.00 per hour
New Hire	Barrier, Brandon	Maintenance Specialist I	Facility Services	Financial & Facility Services	06/27/2022	\$40,000 annually
New Hire	Berthiaume, Ashley	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$17.00 per hour
New Hire	Brown, Cullen	Kids on Campus- Counselor 2	Adult & Continuing Education	Academic Affairs	06/20/2022	\$17.00 per hour
New Hire	Cano, Rosa	Kids on Campus- Unit Leader	Adult & Continuing Education	Academic Affairs	06/20/2022	\$22.00 per hour
New Hire	Cartagena, Chelsea	Kids on Campus- Unit Leader	Adult & Continuing Education	Academic Affairs	06/20/2022	\$22.00 per hour
New Hire	Cerros-Reyes, Yesica	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$17.00 per hour
New Hire	Coleman, Jerica	Kids on Campus- Counselor 2	Adult & Continuing Education	Academic Affairs	06/20/2022	\$17.00 per hour
New Hire	English, Joshua	Kids on Campus- Counselor 2	Adult & Continuing Education	Academic Affairs	06/20/2022	\$15.00 per hour
New Hire	Keiper, Cole	Student Resident Life Coordinator I	Student Housing	Student Affairs and Enrollment Management	6/20/2022	\$48,000 annually
New Hire	Linares, Mirna	Kids on Campus- Counselor 2	Adult & Continuing Education	Academic Affairs	06/20/2022	\$15.00 per hour
New Hire	Lopez, Jesse	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$17.00 per hour
New Hire	Lynn, Tanner	Part-Time Paramedic Lab Assistant	Emergency Medical Education	Academic Affairs	06/06/2022	\$24.24 per hour
New Hire	McFeders, Anaiah	Customer Service Specialist I	Financial Aid	Student Affairs and Enrollment Management	06/08/2022	\$34,977 annually
New Hire	Moore, Olivia	Kids on Campus- Unit Leader	Adult & Continuing Education	Academic Affairs	06/20/2022	\$22.00 per hour

New Hire	Murdock, Latitia	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	6/20/2022	\$17.00 per hour
New Hire	Nordling, Yolanda	Kids on Campus- Unit Leader	Adult & Continuing Education	Academic Affairs	06/20/2022	\$25.00 per hour
New Hire	Oviatt, Nicholas	Adjunct	Economics	Academic Affairs	06/20/2022	\$933 per credit hour
New Hire	Patton, America	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$20.00 per hour
New Hire	Turner, Chelsea	Kids on Campus- Unit Leader	Adult & Continuing Education	Academic Affairs	06/20/2022	\$22.00 per hour
New Hire	Walker, Rachel	Kids on Campus- Counselor 2	Adult & Continuing Education	Academic Affairs	06/20/2022	\$15.00 per hour
New Hire	Wayne, Jessica	Kids on Campus- Counselor 1	Adult & Continuing Education	Academic Affairs	06/20/2022	\$20.00 per hour
New Hire	Wilson, Terence	Kids on Campus- Unit Leader	Adult & Continuing Education	Academic Affairs	06/20/2022	\$22.00 per hour
Promotion	Martinez, Melissa	Administrative Assistant I	Technical Education Center	Academic Affairs	05/24/2022	\$39,971 annually
Promotion	Matos, Janet	Operations Coordinator II	Admissions	Student Affairs and Enrollment Management	05/23/2022	\$58,000 annually

Action Definitions

- New Hire- an individual who enters their first employment relationship with the College.
- **Rehire** an individual that reenters into an employment relationship with the College.
- **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- a formal way an employee is voluntarily ending their employment as indicated on their separation notice.
- **Reassignment-** a change to an employee's current position. It may result in movement within the same organizational unit or another unit, a change in duties, work location, days of work, salary, or hours of work.
- **Resignation-** a formal way an employee is voluntarily ending their employment.
- Separation- a formal way an employee is involuntarily ending their employment.
- Interim 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 someone that is actively employed at the college.
- Non-Renew a Professional Employee's contract will not be renewed at the end of their term.
- Master Contract Completion of degree changing the faculty member's class on the contract.
- Back Pay the difference between what the College paid an employee and the actual amount owed to the employee.
- **Bonus** specified amount of money added to wages as a reward for performance.

June Highlights

On May 4, 2022, the Interdisciplinary Undergraduate Research Symposium took place in the Upper Jewell Center. KCKCC students shared the research projects they completed this year. This event was an open session; no formal presentations took place. Faculty, staff, and students had the chance to visit with each student to hear about their research.

The Office of Assessment welcomes Angie Miller, the new Assessment Coordinator I. Ms. Miller is a learning and development professional with 10 years of progressive experience as an educator.

On June 3 Associate Professor of Music John Stafford served as a guest conductor at Carnegie Hall, leading the New England Symphonic Ensemble in a piece by Associate Professor of Music Dr. Justin Binek, *Missa Lucis*.

Kris Ball, Associate Professor of Business and Coordinator of the Administrative Office Assistant program, received a KBOR Technology Internship grant. She is working as an administrative assistant in the Legal Department of the Unified Government for 3 weeks in June. The goal of the grant is for instructors to work in the field they in which they teach to stay current with trends and build partnerships in the community.

In anticipation of offering Early Childhood classes at the Pioneer Career Center in the fall for students from Leavenworth and Lansing high schools as well as non-high school students, Professors Annette Farrell (Coordinator of the ECED program) and Kathi McGowan began setting up the ECED lab at the PCC.

<u>Academic Support and Assessment – Dean Cecelia Brewer</u>

Honors/PTK/Undergraduate Research: Dr. Stacy Tucker, Director

On May 4, 2022, the Interdisciplinary Undergraduate Research Symposium took place in the Upper Jewell Center. KCKCC students shared the research projects they completed this year. This event was an open session; no formal presentations took place. Faculty, staff, and students had the chance to visit with each student to hear about their research. The on-ground students presented posters, while the online student used a flyer as a visual aid to describe research topics. The Undergraduate Research Program will be hosting Interdisciplinary Undergraduate Research Symposiums each semester. With the help of faculty, these symposiums will continue to encourage both on-ground and online students to participate in the future.





Office of Assessment: Dr. Cynthia Goudeau, Director

The Office of Assessment would like to welcome Angie Miller, who will serve as the new Assessment Coordinator I. Ms. Miller is a learning and development professional with 10 years of progressive experience as an educator. Previously working in the Chicagoland area, she has been teaching in Kansas for the last 3 years as a performing arts program coordinator. Ms. Miller earned her Bachelor's in Education and Theater from Indiana State University and her Master's in Education from the American College of Education. She is excited to bring her expertise in curriculum and instruction and her passion for program advancement to the KCKCC Assessment team. In her new role, Ms. Miller will support both the Director of Assessment and the Faculty Director of the Center for Teaching Excellence. Specifically, she will assist in managing the college's assessment-related software and facilitation of assessment training, and other professional development opportunities.

Online Education Services: Ms. Susan Stuart, Director

Each year, the global accessibility community unites on the third Thursday of May for Global Accessibility Awareness Day (GAAD) to highlight the need for more inclusive digital content. Again, Blackboard sponsored Ally's "Fix Your Content Day," a 24-hour global event committed to creating accessible and more inclusive digital learning content. The objective of the day was to mobilize instructors and staff to fix as many digital course files as possible through Blackboard Ally. This year is KCKCC's second year of participation. The team consisted of Shaun Pate, Instructional Design Coordinator II, Noah Sturdevant, Training and Instructional

Technology Coordinator II, and Director Stuart. They completed over 1,600 content fixes or .43457 fixes per student, putting KCKCC in 14th place world-wide.



Arts, Communication and Humanities - Dr. Aaron Margolis

On June 3 Associate Professor of Music John Stafford served as a guest conductor at Carnegie Hall, leading the New England Symphonic Ensemble in a piece by Associate Professor of Music Dr. Justin Binek, *Missa Lucis*.



On May 13 friends and family of the graduate of *English for Speakers of Other Languages* program gathered to celebrate with a celebratory lunch. Graduate and families shared their journey to KCKCC, the challenges they faced, and their plans.

Career and Technical Education - Dean Cheryl Runnebaum

The KCKCC-TEC Culinary Arts Program selected awarded its Culinary Student of the Spring 2022 Semester to Madalynn McInnis.



The Culinary Arts Program also recorded 10 students finishing their Associate degree this semester.

Two students in the KCKCC English as a Second Language (ESL)Transitions Program completed extra courses while taking their ESL classes. Ana Lopez completed a K-State extension course on digital marketing in the fall semester. Ana owns a small home remodeling business and enrolled in the extension class to learn how to market her company. Ana is from Mexico and wants to study for her GED in the ACE GED program after she completes ESL transitions. Celine Siribie enrolled in a CNA course at the end of November 2021. After much studying and demanding work, she completed the coursework and tested and received her CNA in January 2022. Celine is now employed as a CNA in a nursing center and continues studying in ESL Transitions Program. She wants to become an RN.

The new Welding Technology Program at the Lansing Correctional Facility (LCF) in Lansing, KS, had 18 students graduate in its first cohort from the program. A special graduation ceremony was held on May 27 for those students.







The KCKCC-TEC Building Engineering and Maintenance Technology (BEMT) instructors conducted a four-hour electrical training seminar with Axiom Property Management in the BEMT Lab on May 27. One Maintenance and two Make Ready Technicians from Axiom trained on electrical basics that included safety, devices/components, tools, and troubleshooting

methods. This was the first in a five-part training program to improve the technician's skillset through the summer.

The latest IMT cohorts graduated on May 5 after 14 weeks of training. Companies sponsoring this round of graduates include Amsted Rail, Kellogg's, and Stryten Energy. This is the fifth group of trainees that Amsted Rail and Stryten Energy has sent for training.

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

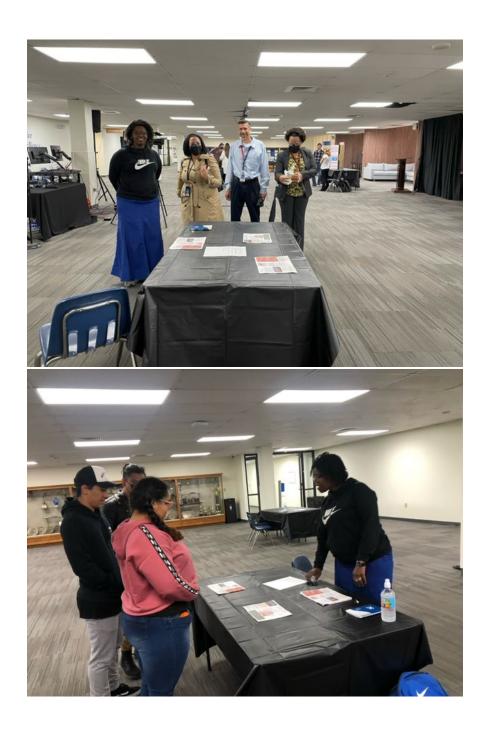
The Wellness Center started a walking group at the Pioneer Career Center. They meet once a week (usually on Tuesdays at 5:45pm) at various locations and walk 3 miles. The group hopes to partner with the Leavenworth County Humane Society and help walk dogs on Sunday's midday.

Kris Ball, Associate Professor of Business and Coordinator of the Administrative Office Assistant program, received a KBOR Technology Internship grant. She is working as an administrative assistant in the Legal Department of the Unified Government for 3 weeks in June. The goal of the grant is for instructors to work in the field they in which they teach to stay current with trends and build partnerships in the community.



Kaelyn Hoppes with her poster explaining electrical activity of the heart and the impact on muscle tissue. Kaelyn did her project as part of the honors program. In addition to the poster symposium, she made an oral presentation over her topic.

As part of their research project in the BIOL 284 Pathophysiology class students were invited to participate in the poster symposium.



Nikkia Howard and her tri fold brochure about Deep Vein Thrombosis at the poster symposium Dr. Kremer was selected to be a peer reviewer for Accreditation Council for Business Schools and Programs (ACBSP). He will attend the 2022 ACBSP conference in Washington DC and attend training for peer reviewers.

Professor Lakshmy Sivaratnam will attend the ACBSP conference and will present at the Business Meeting as the Treasurer for ACBSP.

Social and Behavioral Sciences & Public Services - Dean Cleon Wiggins

In anticipation of offering Early Childhood classes at the Pioneer Career Center in the fall for students from Leavenworth and Lansing high schools as well as non-high school students, Professors Annette Farrell (Coordinator of the ECED program) and Kathi McGowan began setting up the ECED lab at the PCC. According to Professor Farrell, "The lab/model classroom will support students in teacher preparation by demonstrating and practicing skills in various areas. It will allow us to create an environment which represents situations and teaching roles." This lab will allow students to "... pivot from academics to hands on experiences."









From left to right, Kallie Mallison, Maria Del Socorro Q. Morales, Courtney Zule, and Seth Wacker were the winners of the Psychology Club's Inaugural Poster Presentations competition. Not pictured is Dalton Rizzo who received honorable mention.



Although there are opportunities for others to join, currently the E-Journal Editorial Board for the 2022 – 2023 academic year is:

Dr. Ewa Unoke, Editor

Cleon Wiggins, Dean of Social and Behavioral Sciences & Public Services

Dr. Gregg Ventello, Arts, Communication and Humanities

Professor Carrie Dimino, Writing Center Coordinator

Psychology Professor Victor Ammons, Psychology Department

June 2022 Board of Trustees Report Vice President of Academic Affairs

Professor Suzie Tousey and the Criminal Justice program is seeking to host the Kansas Corrections Association meeting on June 29 from 10:00 a.m. until 3:00 p.m. and a workshop on inmate manipulation and stress/mental health and staff wellness.

Dr. Ron Malcolm, professor of American Sign Language, recently had an article published in the latest edition of Autism Parenting Magazine. The article is entitled "Selective Mutism and Autism – A special Education Expert Offers 10 Tips for Parenting Autistic Children Who Also Have Selective Mutism."

Selective Mutism and Autism

By Dr. Ronald I. MALCOLM, EdD

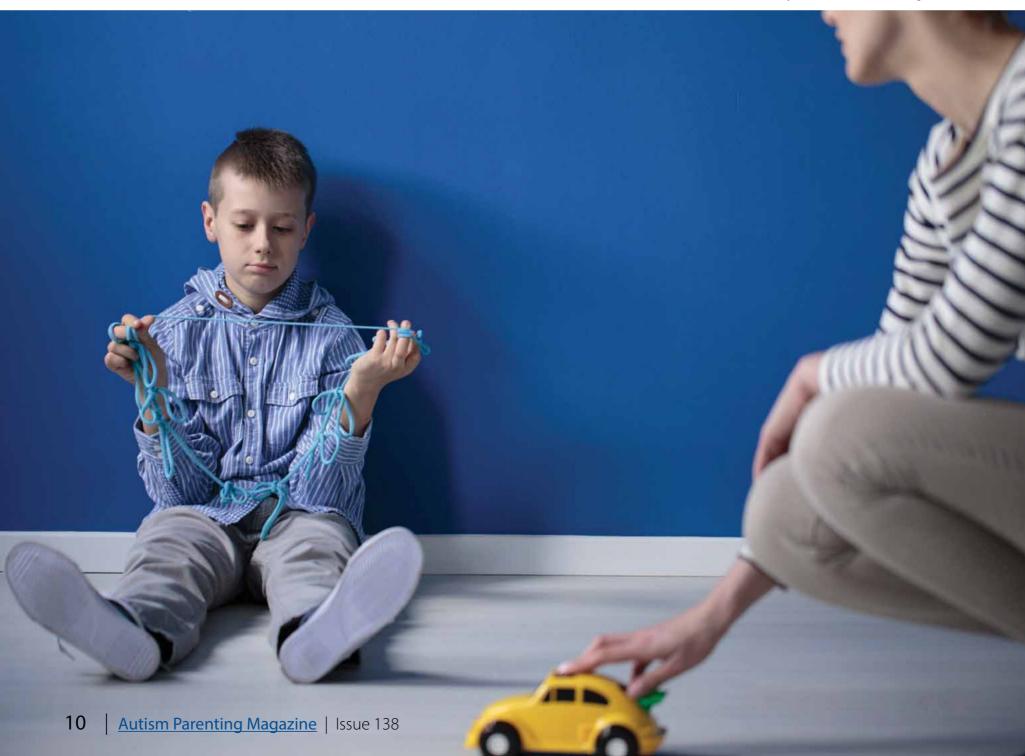
A SPECIAL EDUCATION EXPERT OFFERS 10 TIPS FOR PARENTING AUTISTIC CHILDREN WHO ALSO HAVE SELECTIVE MUTISM.

ome children with autism can also present with select mutism. This term may cause confusion for some parents. If your child with autism has selective mutism, there are some tips you can use to assist them with attempting to communicate effectively. Here are 10 tips for assisting your child with autism and their select mutism.

1. Educate yourself

Some children with autism may be nonverbal—or nonspeaking for those who prefer this term. This, however, does not mean "selective mutism."

Children with autism who have selective mutism can speak. They may just not speak in certain situations or with certain individuals. Despite this inability to



speak in such situations, you as the parent may recognize that in comfortable situations your child may communicate freely.

2. Get a proper medical diagnosis

It will be important for you to obtain a proper medical diagnosis for your child. Many children with select mutism have difficulty dealing with anxiety or stress related to particular situations or environments. Such anxiety and stress can enhance their select mutism. Your child may need to see a pediatrician, a speech-language therapist, and possibly a child psychiatrist as well as a psychologist.

3. Triggers

Recognizing the "triggers" that cause stress or anxiety for your child is an important step in dealing with their selective mutism. Your child's trigger may involve a certain individual. It could be going out in the community to a certain store. It could be school, the other students at school, or the classroom teacher.

Once you recognize these "triggers" it will also be important for you to recognize the situations that *are* comfortable for your child. These would be situations, environments, or people in which your child demonstrates their ability to freely communicate.

You to obtain a proper medical diagnosis for your child. Many children with select mutism have difficulty dealing with anxiety or stress related to particular situations or environments.



4. Provide immediate praise

Your child needs to receive consistent and immediate praise when attempting to communicate. You may be aware of a situation or environment that is particularly stressful for your child. In such circumstances, even if they respond with a single word, handshake, or head nod, you need to immediately reinforce the attempt with praise.

Tell them how proud you are of them. Let them know that you saw their attempt to communicate, and you know that it may have been uncomfortable for them. Assure them that you are always going to support them when they attempt to use their voice.

It is important that the praise is "immediate." Don't wait until you get home to deliver the praise. Some children on the spectrum will not "generalize" the praise received later, to the earlier event. Giving the praise "immediately" will assist your child in connecting your praise with the actual situation.

5. Friendship and peers

Many children with autism struggle with developing relationships with age-appropriate peers. The best way for your child to develop their speech and language skills is to surround them with peers or friends who demonstrate such speech and language skills.

These peers can be excellent role models for your child. Even if your child with autism is engaging in selective mutism, such peers may provide your child with viable reasons to engage in conversations.

6. Celebrating errors

Children with autism engaging in selective mutism may begin to use their speech and language skills cautiously. They may be looking directly at you to determine what your reaction will be. Children may also make "errors" as they begin utilizing their communication skills.

Remind your child that making "mistakes" is something that everyone does. Encourage and praise them for their communication attempt. It is not necessary to feel that you have to correct every communication attempt of your child. Simply encourage them and praise them for their attempts.

7. Providing extra time

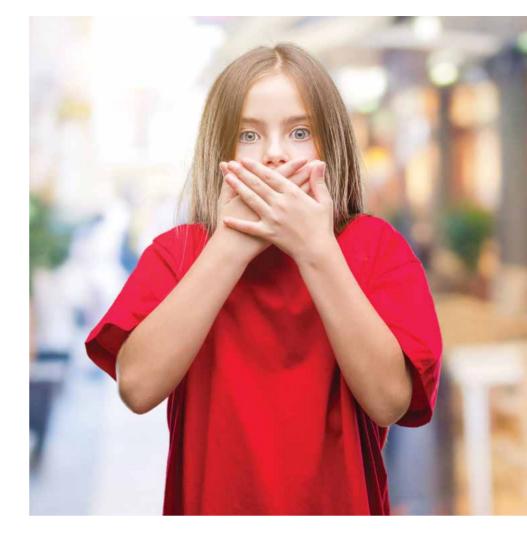
As your child with autism and selective mutism begins to use their communication skills, there may be a "gap" that occurs before their verbal response. Some children need "extra time" to formulate their response.

If you, as a parent, respond *for* them, it may cause further delays in their verbal responses. Giving them a little bit of extra time and patience to respond may reduce their stress, and be the "key" to their communication success.

8. Learned helplessness

Some people in the community will assume that your child with selective mutism does not speak at all. So instead of speaking directly to them, they may direct their responses to you as the parent. This may occur right in front of your child.

You don't want your child to begin engaging in 'learned helplessness.' They should not assume that you are going to speak for them.



As a parent, you need to direct these well-meaning adults to communicate directly with your child. This will lead your child to understand that people want to communicate with them.

Even though the "expectation" may be that your child should communicate back, it doesn't matter if initially they don't. It is still an opportunity for your child to practice communicating.

You don't want your child to begin engaging in "learned helplessness." They should not assume that you are going to speak for them.

9. Offer choices

Encourage your child with autism and select mutism to communicate. Provide opportunities for your child to communicate. Try to avoid asking them simple "yes/no" types of questions. Offer them choices which encourages them to verbally respond or feel more comfortable.

10. Educate their teacher

Your child with autism and select mutism may spend a significant amount of time with their classroom teacher. Their teacher may not have encountered a student with selective mutism before. They may struggle to understand why your child does not communicate at certain times throughout the school day.

They may take your child's lack of communication as a form of defiance. Educating your child's teacher may assist with this perception. Encourage your child's teacher to actively involve your child in small group activities with their peers.

The teacher could seek out "play-related" activities that may encourage your child to feel more comfortable with using their speech and language skills. Remind the teacher to provide immediate reinforcement when your child attempts to communicate.

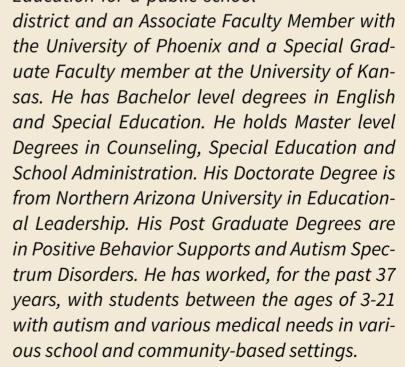
The other students in your child's classroom may struggle with understanding why your child is not communicating. They may assume your child is not interested in being their friend or interacting with them. Providing them with books to read can assist their understanding.







Dr. Ronald I. Malcolm, EdD is an Assistant Director of Special Education for a public school





June 2022 Student Affairs Board of Trustees Report Submitted by Chris Meiers, Ph.D. Interim Vice President for Student Affairs and Enrollment Management

Division-Wide Selected Activities, Programs, and Updates

2022 Commencement

On May 19, 2022, KCKCC conducted its first in-person commencement ceremony since 2019. The commencement ceremony signifies the culmination of the incredible accomplishment of the graduating students eligible to receive their degrees and certificates. This is when the entire college community gathers with graduates, families, and friends to recognize the hard work put in by students to achieve their degrees.



The 2:00 pm ceremony of Associates of Applies Sciences and Certificate students had 198 students participate and a total attendance of 1,568. The 7:00 pm ceremony for Associate of Arts, Associates of General Studies, and Associates of Sciences degree candidates had 150 students participate with a total attendance of 1,453 tickets. A total of 556 degrees were awarded for the spring 2022 semester.

The Commencement Committee, co-chaired by Theresa Holliday, Registrar, and Chris Meiers, Interim Vice President for Student Affairs and Enrollment Management, is in the process of debriefing the event for 2023 planning, and a survey was sent to all of the graduating students regardless of if they participated in the ceremonies about their graduation experiences. Two random students will be selected to win a graduation pack of gifts from KCKCC for submitting the survey.

Upward Bound

The US Department of Education has preliminary awarded KCKCC a \$1.4 million TRIO grant over 5 years to implement an Upward Bound program. The grant will support 60 high school students from F.L. Schlage and Washington High schools and provide academic and overall support to the students and families to prepare for post-secondary education. The Dean of Student Services Office is actively preparing to hire a director and two staff members for the program in addition to creating recruiting materials for the first cohort that will start in the Fall of 2022.

Ruffalo Noel Levitz Student Satisfaction Inventory

KCKCC completed the administration of the survey and anticipates the results by the end of June. 450 students completed the survey with a response rate of 10%, which surpassed the response rate of 2% from the 2019 survey administration. During the solicitation process, the Dean of Students Office awarded KCKCC Bookstore gift certificates, and two students will be selected to receive the iPad and AirPod Pros grand prizes. Selected demographics of the student participants include:

- 67.5% female;
- 57.0% under the age of 24;
- 18.8% African-American;
- 26% Hispanic;
- 12.1% physical disability or diagnosed learning disability; and
- 79.0% indicated that KCKCC was their first choice to pursue their education.

Division of Student Affairs and Enrollment Management Planning

Over the next several months, the Division of Student Affairs and Enrollment Management will conduct a series of activities, some strategic and some more operational. The purpose is to achieve clarity and focus on the core mission of supporting student needs, shared purpose, and strategic focus. The activities will include:

- Establishment of a division website, social media, and internal communications resources to keep the College community up to date on activities and services.
- Development Student Affairs and Enrollment Management Playbook mission statement to create clarity and alignment on mission and purpose.
- SAEM has identified approximately 30 policies or procedures needing review, creation, or inclusion in the KCKCC's policy review process. The policies will be prioritized, a lead for each approach, and a revision schedule will be identified.
- SAEM committee structure, divisional, and leadership meeting schedule will be finalized for the 2022-23 academic year.
- Completion of the <u>NASPA P.R.A.C.T.I.C.E.S. self-assessment</u> will help us identify areas of strength and prioritize areas of opportunity to improve essential practices and critical elements for divisions of student affairs. The PRACTICES framework is based on the joint competencies for student affairs professionals, Council for the Academic Standards in Higher Education, and regional accreditation standards. The report will include dashboard summaries of topics, aggregated quantitative self-assessment data, and mapping resources to the Higher Learning Commission student-affairs accreditation standards for ongoing assessment and co-curricular learning purposes. The final report will be available late to mid-August.
- Anticipated in August, the 2022-23 SAEM organization chart will be announced and position descriptions for all staff will be finalized.
- Anticipated in September, the following activities will commence:
 - The development of 2023-26 SAEM Strategic Map intended to outline division-wide strategies and objectives related to growing KCKCC enrollment, support retention, completion, and student success; and
 - a. Launch of the KCKCC Strategic Enrollment Management (SEM) Council that will be responsible for developing the next KCKCC SEM plan and championing an enrollment management culture across the entire College.

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Summer 2022 Enrollment Report

			KCKCC	Unduplica	ted He	adcoun	t by Lo	cation					
CAMPUS (UNDUP at A Location &	06.10.2019	06.08.2020	06.07.2021	06.06.2022	20-21	20-21	21-22	21-22	Summer 2022	20-22	20-22	19-22	19-22
DUP Across Locations)	Summer 2019	Summer 2020	Summer 2021	Summer 2022	Diff - #	Diff - %	Diff - #	Diff - %	%	Diff - #	Diff - %	Diff - #	Diff - %
BL	-	-	-	-	-	-	0	-	-	-	-	-	
LCF	-	-	-	12	-	-	12	-	0.78%	12	-	12	
MC	655	156	254	296	98	62.82%	42	16.54%	19.15%	140	89.74%	-359	-54.819
OC	-	1	1	7	-	0.00%	6	-	0.45%	6	600.00%	7	
OL	1,278	1,360	1,222	1,068	-138	0	-154	-12.60%	69.08%	-292	-21.47%	-210	-16.439
PION	56	20	33	11	13	65.00%	-22	-66.67%	0.71%	-9	-45.00%	-45	-80.369
TEC	212	168	177	195	9	5.36%	18	10.17%	12.61%	27	16.07%	-17	-8.02°
USDB	32	-	23	45	23	-	22	-	2.91%	45	-	13	40.639
VIRT	-	-	54	11	54	-	-43	-79.63%	0.71%	11	-	11	
Total UNDUP Headcount	2,021	1,620	1,653	1,546	33	2.04%	-107	-6.47%		-74	-4.57%	-475	-23.509
Note: Enrollment at each le Total however, is unduplica		•		nent across Ic	cations (A student c	an be cou	nted in two	locations) is	duplicate	ed. The		
Status			X	Summer 22	20-21#	20-21 %	21-22 %	21-22 %	Su 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
First-time	364	272	244	285	-28	-10.29%	41	16.80%	18.43%	13	4.78%	-79	-21.709
Returning	1,657	1,348	1,409	1,261	61	4.53%	-148	-10.50%	81.57%	-87	-6.45%	-396	-23.90%
Gender	Summer 19	Summer 20	Summer 21	Summer 22	20-21#	20-21 %	21-22#	21-22 %	Su 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
Unknown	-	-	-	7	-	-	7	-	0.45%	7	-	7	
Female	1,299	1,078	1,082	962	4	0.37%	-120	-11.09%	62.23%	-116	-10.76%	-337	-25.949
Male	722	542	571	577	29	5.35%	6	1.05%	37.32%	35	6.46%	-145	-20.089
Race / Ethnicity	Summer 19	Summer 20	Summer 21	Summer 22	20-21#	20-21 %	21-22#	21-22 %	Su 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
American Alaska Native	15	10	12	7	2	20.00%	-5	-41.67%	0.45%	-3	-30.00%	-8	-53.33%
Asian	87	74	58	65	-16	-21.62%	7	12.07%	4.20%	-9	-12.16%	-22	-25.29%
Black or African American	434	346	372	298	26	7.51%	-74	-19.89%	19.28%	-48	-13.87%	-136	-31.349
Hawaiian Pacific Islander	3	6	2	1	-4	-66.67%	-1	-50.00%	0.06%	-5	-83.33%	-2	
Hispanic	362	300	329	334	29	9.67%	5	1.52%	21.60%	34	11.33%	-28	-7.73%
Multi-racial	111	91	95	80	4	4.40%	-15	-15.79%	5.17%	-11	-12.09%	-31	-27.93%
Unknown	65	59	38	37	-21	-35.59%	-1	-2.63%	2.39%	-22	-37.29%	-28	-43.089
White	944	687	698	685	11	1.60%	-13	-1.86%	44.31%	-2	-0.29%	-259	-27.449
Non Resident	NA	47	49	39	2	4.26%	-10	-20.41%	2.52%	-8	-17.02%	-	
		<u> </u>	KC	CKCC Cred	dit Hou		•					<u>. </u>	
	06.10.2019	06.08.2020	06.07.2021	06.06.2022	20-21	20-21	21-22	21-22	Summer	20-22	20-22	19-22	19-22
CAMPUS	Summer	Summer	Summer	Summer	Diff - #	Diff - %	Diff - #	Diff - %	2022 %	Diff - #	Diff - %	Diff - #	Diff - %
BL	2019	2020	2021	2022	_								
LCF	-	-	-	102	-	-	102	-	1.32%	102	-	102	
MC	2.115	526	798	951	272	51.71%	153	19.17%	12.30%	425	80.80%	-1.164	-55.049
OC	-	3	2	7	-1	-33.33%	5	-	0.09%	4	133.33%	7	
OL	5,722	6,712	5,526	4,898	-1,186	-17.67%	-628	-11.36%	63.36%	-1,814	-27.03%	-824	-14.409
PION	217	148	136	33	-12	-8.11%	-103	-75.74%	0.43%	-115	-77.70%	-184	-84.799
TEC	1,712	1,301	1,411	1,550	110	8.46%	139	9.85%	20.05%	249	19.14%	-162	-9.46°
USDB	126	-	69	156	69	-	87	-	2.02%	156	-	30	23.819
VIDT	_	-	204	33	204	-	-171	-83.82%	0.43%	33	-	33	
VIRT	9,892	8,690	8,146	7,730	-544	-6.26%	-416	-5.11%		-960	-11.05%	-2.162	-21.869

Fall 2022 Enrollment Report

			KCKCC	Undupli	cated F	leadcou	nt by L	ocation					
CAMPUS	06.10.2019	06.08.2020	06.07.2021	06.06.2022	20-21	20-21	21-22	21-22	Fall 2022	20-22	20-22	19-22	19-22
(UNDUP at A Location & DUP Across Locations)	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Diff - #	Diff - %	Diff - #	Diff - %	%	Diff - #	Diff - %	Diff - #	Diff - %
AMZN	-	-	-	-	-	-	0	-	-	-	-	-	-
BL	-	-	19	9	19	-	-10	-52.63%	0.33%	9	-	9	-
DNTWN	6	-	-	-	-	_	0	_	_	_	_	-6	-
FRSC	15	14	12	11	-2	-14.29%	-1	-8.33%	0.41%	-3	-21.43%	-4	-26.67%
HS	791	536	734	734	198	36.94%	0	0.00%	27.18%	198	36.94%	-57	-7.21%
LCF	-	-	-	-	-	-	0	-	0.00%	-	-	-	_
MC	1,292	768	790	877	22	2.86%	87	11.01%	32.47%	109	14.19%	-415	-32.12%
OC	195	113	54	209	-59	-52.21%	155	287.04%	7.74%	96	84.96%	14	7.18%
OL	782	620	901	810	281	45.32%	-91	-10.10%	29.99%	190	30.65%	28	3.58%
PION	111	120	161	152	41	34.17%	-9	-5.59%	5.63%	32	26.67%	41	36.94%
TEC	365	212	629	665	417	196.70%	36	5.72%	24.62%	453	213.68%	300	82.19%
USDB	1	-	-	-	-	-	0	-	-	-	-	-1	-
VIRT	-	-	219	119	219	-	-100	-45.66%	4.41%	119	-	119	
Total UNDUP Headcount	2,752	1,834	2,705	2,701	871	47.49%	-4	-0.15%		867	47.27%	-51	-1.85%
Note: Enrollment at each lo The Total however, is undu				rollment acro	ss location	ons (A stude	ent can be	counted in	two location	ns) is dup	olicated.		
Status	Fall 19	Fall 20	Fall 21	Fall 22	20-21 #	20-21 %	21-22 %	21-22 %	Fa 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
First-time	794	540	873	934	333	61.67%	61	6.99%	34.58%	394	72.96%	140	17.63%
Returning	1,958	1,294	1,832	1,767	538	41.58%	-65	-3.55%	65.42%	473	36.55%	-191	-9.75%
Gender	Fall 19	Fall 20	Fall 21	Fall 22	20-21 #	20-21 %	21-22#	21-22 %	Fa 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
Unknown	-	1	4	23	3	300.00%	19	475.00%	0.85%	22	2200.00%	23	-
Female	1,786	1,221	1,664	1,644	443	36.28%	-20	-1.20%	60.87%	423	34.64%	-142	-7.95%
Male Page / Ethnicity	966	612 Fall 20	1,037	1,034	425	69.44%	-3	-0.29%	38.28%	422	68.95%	68	7.04%
Race / Ethnicity	Fall 19		Fall 21	Fall 22	20-21 #		21-22#	21-22 %	Fa 2022 %		20-22 %	_	19-22 %
American Alaska Native	18 141	13 86	11 110	11 106	-2 24	-15.38% 27.91%	-4	0.00% -3.64%	0.41% 3.92%	-2	-15.38%	-7	-38.89%
Asian	428				24							25	24 920/
Black or African American	420			420	105					20	23.26%	-35	-24.82%
	1	332	437	430	105	31.63%	-7	-1.60%	15.92%	98	29.52%	2	-24.82% 0.47%
Hawaiian Pacific Islander	7/0	10	3	3	-7	31.63% -70.00%	-7 -	-1.60% 0.00%	15.92% 0.11%	98 -7	29.52% -70.00%	2 2	0.47% -
Hispanic	749	10 382	3 633	3 747	-7 251	31.63% -70.00% 65.71%	-7 - 114	-1.60% 0.00% 18.01%	15.92% 0.11% 27.66%	98 -7 365	29.52% -70.00% 95.55%	2 2 -2	0.47% - -0.27%
Hispanic Multi-racial	749 136	10 382 98	3 633 155	3 747 130	-7 251 57	31.63% -70.00% 65.71% 58.16%	-7 - 114 -25	-1.60% 0.00% 18.01% -16.13%	15.92% 0.11% 27.66% 4.81%	98 -7 365 32	29.52% -70.00% 95.55% 32.65%	2 2 -2 -6	0.47% - -0.27% -4.41%
Hispanic Multi-racial Unknown	749 136 112	10 382 98 90	3 633 155 153	3 747 130 134	-7 251 57 63	31.63% -70.00% 65.71% 58.16% 70.00%	-7 - 114 -25 -19	-1.60% 0.00% 18.01% -16.13% -12.42%	15.92% 0.11% 27.66% 4.81% 4.96%	98 -7 365 32 44	29.52% -70.00% 95.55% 32.65% 48.89%	2 2 -2 -6 22	0.47% - -0.27% -4.41% 19.64%
Hispanic Multi-racial Unknown White	749 136 112 1,167	10 382 98	3 633 155 153 1,128	3 747 130	-7 251 57	31.63% -70.00% 65.71% 58.16%	-7 - 114 -25	-1.60% 0.00% 18.01% -16.13%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69%	98 -7 365 32	29.52% -70.00% 95.55% 32.65%	2 2 -2 -6	0.47% - -0.27% -4.41%
Hispanic Multi-racial Unknown	749 136 112	10 382 98 90 752	3 633 155 153 1,128 75	3 747 130 134 1,072	-7 251 57 63 376 4	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63%	-7 - 114 -25 -19 -56 -7	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33%	15.92% 0.11% 27.66% 4.81% 4.96%	98 -7 365 32 44	29.52% -70.00% 95.55% 32.65% 48.89% 42.55%	2 2 -2 -6 22	0.47% - -0.27% -4.41% 19.64%
Hispanic Multi-racial Unknown White Non Resident	749 136 112 1,167 NA	10 382 98 90 752	3 633 155 153 1,128 75	3 747 130 134 1,072 68	-7 251 57 63 376 4	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63%	-7 - 114 -25 -19 -56 -7	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69%	98 -7 365 32 44	29.52% -70.00% 95.55% 32.65% 48.89% 42.55%	2 2 -2 -6 22	0.47% - -0.27% -4.41% 19.64%
Hispanic Multi-racial Unknown White Non Resident	749 136 112 1,167 NA	10 382 98 90 752 71	3 633 155 153 1,128 75	3 747 130 134 1,072 68 CKCC Cr	-7 251 57 63 376 4	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% Durs by L	-7 - 114 -25 -19 -56 -7	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52%	98 -7 365 32 44 320 -3	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23%	2 2 -2 -6 22 -95	0.47% - -0.27% -4.41% 19.64% -8.14%
Hispanic Multi-racial Unknown White Non Resident CAMPUS AMZN	749 136 112 1,167 NA 06.10.2019	10 382 98 90 752 71	3 633 155 153 1,128 75 K 06.07.2021 Fall 2021	3 747 130 134 1,072 68 CKCC Cr 06.06.2022 Fall 2022	-7 251 57 63 376 4 edit Ho 20-21 Diff - #	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% purs by L 20-21	-7 -114 -25 -19 -56 -7 -7 -0Catio 21-22 Diff - #	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33% n 21-22 Diff - %	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52% Fall 2022 %	98 -7 365 32 44 320 -3 20-22 Diff - #	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23%	2 2 -2 -6 22 -95 -	0.47% -0.27% -4.41% 19.64% -8.14% -1
Hispanic Multi-racial Unknown White Non Resident CAMPUS AMZN BL	749 136 112 1,167 NA 06.10.2019 Fall 2019	10 382 98 90 752 71 06.08.2020 Fall 2020	3 633 155 153 1,128 75 K 06.07.2021 Fall 2021	3 747 130 134 1,072 68 CKCC Cr 06.06.2022 Fall 2022	-7 251 57 63 376 4 edit Ho 20-21	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% purs by L 20-21	-7 -114 -25 -19 -56 -7 -OCatio 21-22 Diff - # -	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33% n 21-22	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52%	98 -7 365 32 44 320 -3 20-22 Diff - #	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23%	2 2 -6 22 -95 - 19-22 Diff - #	0.47% -0.27% -4.41% 19.64% -8.14% -1
Hispanic Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN	749 136 112 1,167 NA 06.10.2019 Fall 2019 - - 23	10 382 98 90 752 71 06.08.2020 Fall 2020	3 633 155 153 1,128 75 K 06.07.2021 Fall 2021	3 747 130 134 1,072 68 CKCC Cr 06.06.2022 Fall 2022	-7 251 57 63 376 4 edit Ho 20-21 Diff - # - 66	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% burs by L 20-21 Diff - %	-7 -1114 -25 -19 -56 -7 Ocatio 21-22 Diff - #	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33% n 21-22 Diff - % -40.91%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52% Fall 2022 % - 0.15%	98 -7 365 32 44 320 -3 20-22 Diff - #	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23% 20-22 Diff - %	2 2 -2 -6 22 -95 - 19-22 Diff - # - 39 -23	0.47%0.27% -4.41% 19.64% -8.14%
Hispanic Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC	749 136 112 1,167 NA 06.10.2019 Fall 2019 - - 23 140	10 382 98 90 752 71 06.08.2020 Fall 2020 - - - 140	3 633 155 153 1,128 75 K 06.07.2021 Fall 2021 - 66 - 120	3 747 130 134 1,072 68 CKCC Cr 06.06.2022 Fall 2022 - 39 - 104	-7 251 57 63 376 4 edit Ho 20-21 Diff - # - 66 -	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% DUTS by L 20-21 Diff - %14.29%	-7 -114 -25 -19 -56 -7 -Ocatio 21-22 Diff - #27 -16	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33% n 21-22 Diff - % -40.91% -13.33%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52% Fall 2022 % - 0.15% - 0.39%	98 -7 365 32 44 320 -3 20-22 Diff - # - 39 -36	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23% 20-22 Diff - %	2 2 -6 22 -95 - 19-22 Diff - # - 39 -23	0.47%0.27% -4.41% 19.64% -8.14%
Hispanic Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC HS	749 136 112 1,167 NA 06.10.2019 Fall 2019 - - 23	10 382 98 90 752 71 06.08.2020 Fall 2020	3 633 155 153 1,128 75 K 06.07.2021 Fall 2021	3 747 130 134 1,072 68 CKCC Cr 06.06.2022 Fall 2022	-7 251 57 63 376 4 edit Ho 20-21 Diff - # - 66	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% burs by L 20-21 Diff - %	-7 -1114 -25 -19 -56 -7 Ocatio 21-22 Diff - #	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33% n 21-22 Diff - % -40.91%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52% Fall 2022 %	98 -7 365 32 44 320 -3 20-22 Diff - #	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23% 20-22 Diff - %	2 2 -2 -6 22 -95 - 19-22 Diff - # - 39 -23	0.47%0.27% -4.41% 19.64% -8.14%
Hispanic Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC	749 136 112 1,167 NA 06.10.2019 Fall 2019 - - 23 140	10 382 98 90 752 71 06.08.2020 Fall 2020 - - - 140	3 633 155 153 1,128 75 K 06.07.2021 Fall 2021 - 66 - 120	3 747 130 134 1,072 68 CKCC Cr 06.06.2022 Fall 2022 - 39 - 104	-7 251 57 63 376 4 edit Ho 20-21 Diff - # - 66 -	31.63% -70.00% 65.71% 58.16% 70.00% 50.00% 5.63% DUTS by L 20-21 Diff - %14.29%	-7 -114 -25 -19 -56 -7 -Ocatio 21-22 Diff - #27 -16	-1.60% 0.00% 18.01% -16.13% -12.42% -4.96% -9.33% n 21-22 Diff - % -40.91% -13.33%	15.92% 0.11% 27.66% 4.81% 4.96% 39.69% 2.52% Fall 2022 % - 0.15% - 0.39%	98 -7 365 32 44 320 -3 20-22 Diff - # - 39 -36	29.52% -70.00% 95.55% 32.65% 48.89% 42.55% -4.23% 20-22 Diff - %	2 2 -6 22 -95 - 19-22 Diff - # - 39 -23	0.47%0.27% -4.41% 19.64% -8.14%
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Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Students

Dean of Students Services Office

- The Dean of Student Services office participated in
 - o Graduation as a staff member and proud parent of a KCKCC 2022 graduate; and
 - Assisted with Graduation Dinner set up (Admin).
- The Dean of Student Services was active with the following committees
 - Deans Council;
 - Council for Diversity Equity and Inclusion
 - Worked on a transition plan with outgoing Co-Chair
 - o New Student Housing Team update meetings & weekly tours of the complex
 - Co-Curricular Committee (Co-Chair)
 - Submitted the committee's annual report
 - Graduation Committee
- During May, there were 0 student conduct cases

Student Accessibility and Support Services

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- Learning Supports
 - o Accommodation requests for May 2022 were up 20% compared to May 2021.
 - One Learning Support outreach activity was conducted for students during May
 - Reading of EPA Certification test to a student at the Pioneer Campus
- Miscellaneous Activities
 - SASS submitted Assessment Findings for fall 2021 spring 2021 and Status Report into Task Stream for Co-curricular Assessment.
- Assisted in providing accommodations for both graduation ceremonies
 - Sign language interpreters
 - Close caption for big screen
 - Setting for those needing special accommodations

Upcoming Activities and Programs

In collaboration with the Learning Commons, the faculty of SASS will present a Test-taking and Study Skills presentation to students of the Police Academy on June 1, 2022

Student Health Services

Submitted by Angie Williams RN

Selected Activities, Programs, and Updates

- Nurse Visits
 - We have had 25 nurse visits this month that include blood pressure checks and first aid administration, over the counter medication requests and other miscellaneous issues.

- Non-vaccinated athletes are coming in weekly to get tested. We have done 23 covid tests in the month of May (most student-athletes had left campus after finals).
- Additional Servies Provided
 - We have provided services for TB screening that has included 20 encounters.
 - HIV screening every Wednesday afternoon.
 - We have had 3 students contact us with positive contact or positive test results this month. This number is down from last month when we had 8 cases.
 - First aid station at both graduations and at rehearsal. There was 1 fall at rehearsal, at the 2:00 ceremony there was an episode where a staff member got overheated and had to rest and cool off, at the 7:00 there was a spectator that got short of air and stated that she thought it was an allergic reaction and she took some Benadryl, and we monitored her oxygen while she calmed down and her breathing returned to normal.

Upcoming Activities and Programs

- Starting in June, Student Health Services will be performing TB screening tests for the LPN and The RN students.
- Student Health Services will be involved with kids on campus and helping the kids get their
 physicals and vaccinees in order and provide any first aide or medical support throughout the
 program.
- Student Health Services is starting the process of a student health education day at the start of the fall semester.

Office of Admissions

Submitted by Emily Brattin, Interim Director of Admissions

Selected Activities, Programs, and Updates

- Application for Admission Backlog: Considerable effort was made by the Office of Admissions staff and others in the Division of Student Affairs and Enrollment Management to address a backlog of unprocessed admissions applications for the summer and fall 2022 semesters. The expected turnaround time of 1-2 business days has been restored. In one month, the backlog was reduced from 664 unprocessed applications (on 03 May 2022) to 85 unprocessed applications (on 03 June 2022).
 - The Office of Admissions is currently evaluating the allocation of staffing duties and cross-training to minimize the likelihood of a similar backlog happening during peak periods and actively collaborating with Information Technology to address inefficiencies in the online application for admission Ellucian system.
- Preparation of Recruitment Materials and Travel Schedules for Fall 2022.
 - 4 new recruitment materials are being created for the 2023-2024 recruitment cycle. These items include a new Viewbook, a fold-out Serach Piece, a die-cut interlocking KC card that can stand alone or be folded on top of the other pieces, and response/inquiry cards scheduled to go to print on July 5.

- 2023-2024 recruitment giveaways ('swag') were selected and finalized on 08 June 2022.
 Orders are being placed immediately so invoices can be received and paid out of the FY22 budget.
- For the first time at KCKCC, territory and high school attended information is being pulled from CRM Recruit for past terms and years so work can begin on a data-informed, strategic recruitment/travel plan for the 2023-2024 recruitment cycle.

Upcoming Programs and Activities

 June 12-16, 2022-The Office of Admissions will be representing KCKCC at the Wyandotte County Fair

Department of Athletics

Submitted by Tony Tompkins, Director

Selected Activities, Programs, and Updates

- Academics: KCKCC student-athletes earned a 3.08 GPA in the spring semester and an overall 3.01 GPA for the 2021-2022 academic school year. 60% of the student-athletes earn a 3.0 or higher during the spring semester. The Softball, Baseball, and Men's Soccer programs will also be considered for the NJCAA All-Academic Teams in June.
- Baseball: The Blue Devils would earn the No. 3 seed in the District Plains Tournament and earned a trip to Manhattan, Kan. for the second half of the Plains District Tournament, which was a double-





Cowley, but Cowley ended up winning the only matchup in the championship round with a 6-5 win. The Blue Devils finished the year with a 50-12 record.

KCKCC had 10 players earn All-Conference honors. Brendyn Bard, Arlen Peters and Caleb Adams each earned 2nd Team All-Jayhawk, while Adams also garnered a Gold Glove award. Parker Bosserman,

Matt Buffington, Cole Dawson, Darius Freeman, Pablo Sanchez and Tre Simmons were tagged with an Honorable Mention All-KJCCC.

• Softball: The Blue Devils entered the Plains District B Tournament as the No. 5 seed in Topeka, Kan., where they rattled off three straight wins. KCKCC defeated JCCC 11-5 in their first game, before holding off No. 1 overall seed Highland CC 1-0 later that night. The Blue Devils would face No. 8 seed Hesston College in the championship



game and had no trouble, shutting out the Larks 7-0 to win the District Championship and make their first appearance in the NJCAA DII National Tournament, for the first time since 2004.

KCKCC would be seeded No. 9 in the National Tournament and finished 2-2 in the Tournament, defeating Triton College and Delaware Tech CC. The tournament run came to an end for the Blue Devils, to Northwest Mississippi CC.

Postseason honors for the softball team included: head coach Lana Ross earning Jayhawk Coach of the Year honors, while four players earned All-Conference awards. Bradi Basler was named the Conference MVP and earned First Team, while McKenna Lester earned Conference Freshman of the Year honors, as well as a First Team member. Savannah Maynard was also named to the First Team and McKenzie Ogden earned Second Team honors. Basler and Lester were also recently named to the South Region First and Second Team, respectively.

• **Community:** KCKCC was the host site for Homefield KC to provide a community outreach event. On May 23, Homefield KC handed out over 1000 meals along with personal hygiene items to those in need to residents of the KCK community.

Upcoming Programs and Activities

Men's Soccer will be hosting a Boy's High School Soccer Camp on Monday's and Wednesday's starting in July 11 to August 3. Location will be at Compass Minerals Fields (Sporting KC) in KCK.

Counseling & Advocacy Center

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

Lavender Graduation: Lavender has long been the adopted color of empowerment by the LGBTQ community. Lavender Graduation is a cultural celebration that recognizes LGBTQ students and acknowledges their achievements and contributions to the college. Through such recognition, LGBTQ students can leave the college with a lasting positive experience of the institution which may increase their



satisfaction as alumni. It was a privilege to recognize six students who are members of our **OQS Diversity Club** with a Lavender Graduation Party. LGBTQ students received a Rainbow

Graduation Cord and one student chose to wear the Rainbow Cord during the KCKCC

Commencement Ceremony. This activity supports Strategic Priority 1: Student Success; Goal 4: Increase Student Engagement and Satisfaction; Initiative 2: Add extra- and co-curricular activities and services that target historically underserved student populations.

• **New Counselor:** Nicole Graves. M.Ed., LPC, is our newest member of the Counseling and Advocacy Center. Nicole has worked in higher education and human services for over 20 years in a number of roles such as Counselor, Academic Advisor, Case Manager, Lecturer, Learning

Specialist, Dual Credit Coordinator and Interim Retention Specialist. Most recently, Nicole served as the Learning Specialist/Center for Student Success Retention Lecturer and Embedded Residential Life Counselor at Washburn University. Nicole received her Master of Education in Counseling and Bachelor of General Studies with an emphasis in Sociology and Psychology from Wichita State University. She is a veteran who served in the Kansas Army National Guard and Army Reserves.



Trauma-Informed Care-Gina English, from the Metropolitan Organization to Counter Sexual Assault (MOCSA) gave a presentation on Trauma-Informed Care as it related to survivors of sexual assault. This training provided an understanding of trauma, survivors' needs, and how to support survivors in a way that is validating of their trauma. It is aligned with KCKCC Strategic Plan Priority 2: Quality Programs and Services, Goal 3: Foster Learner Centered Instruction, Initiative 2: Support learner-centered instruction in lifelong learning and adult education classes.

- Paint your Pinkie Teal -The color teal is the official color for Sexual Assault Awareness Month. Students were encouraged to raise awareness of sexual assault prevention efforts by painting their pinkie finger teal.
- o Day of Silence-The Day of Silence is a national student-led demonstration where LGBTQ students and allies all around the country—and the world—take a vow of silence to protest the harmful effects of harassment and discrimination against LGBTQ people in schools. Every April, students go through the school day without speaking, ending the day with Breaking the Silence rallies and events to bring attention to ways their schools and communities can become more inclusive. KCKCC students who participated in the Day of Silence attended the rally at the Country Club Plaza on April 22. This activity aligns with KCKCC strategic plan Priority 1: Student Success; Goal 4: Increase Student Engagement and Satisfaction; Initiative 2: Add extra- and co-curricular activities and services that target historically underserved student populations.

Upcoming Programs and Activities

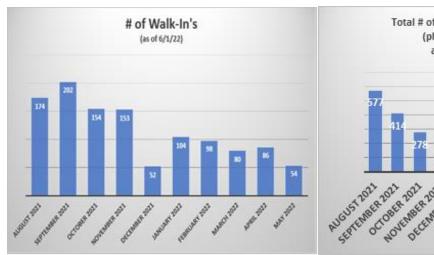
• Food Mobile Pantry at the TEC on Thursday, June 9, from 9 – 11am.

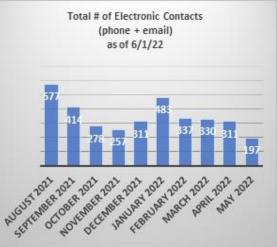
Military and Veteran Student Services

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

- End of Year BBQ: The Veterans Center hosted an End of year BBQ at Wyandotte lake on May 13. We had several families attend to enjoy the festivities.
- The JROTC from Leavenworth High School supported both graduation ceremonies.
- Student Veterans Organization (SVO) Bowling: The SVO hosted a family bowling night for SVO members and those that may want to join. This event allowed Military Affiliated family members the opportunity to meet other KCKCC students that have the same general background and experiences as themselves and develop friendships. The event was extremely popular and will be held again in June.
- Marine Educator Workshop: The Marine Corps hosted all expenses paid trip to a Marine Corps base in San Diego where participants had the opportunity to get a better understanding of the educational benefits available to a current and future Marines. Sara, from the Veterans Center attended the event and brought back information and ideas that will assist the Center with supporting not only our Marine students but all our Military Affiliated student population.





Upcoming Activities and Programs

• The SVO is hosting a family bowling night on June 2 for SVO members and those that may want to join the organization. This event will allow Military Affiliated family members the opportunity to meet other KCKCC students that have the same general background and experiences as themselves and develop friendships.

Pioneer Career Center

Submitted by Marcia Irvine, Director

Selected Activities, Programs, and Updates

 PCC celebrated and thanked their teachers for teacher appreciation week, with a snack cart filled with salty and sweet treats and drinks!

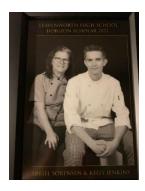


- Construction students learned how to use an excavator to remove the sidewalk they will be replacing.
- KCKCC PCC students, faculty

and staff celebrated Cinco de Mayo with an airbrush tattoo artist, face painter, caricature artist and photo booth.







Gabriel Sorensen, LHS Senior and KCKCC PCC Culinary student, selected Chef Kelly Jenkins, KCKCC PCC Culinary instructor, as his most inspirational teacher for the Horizon Scholar Gala. Gabriel was celebrated at the Horizon Scholar Gala for his academic achievements of maintaining a 4.0-grade point average throughout his four years of high school.

 Congratulations to the five Electrical students that graduated with their Electrical "B" Certificate on May 19, 2022. Pictured (left to right): Liam Zell, Zane McDougal, Addison Filley, Omar Aldelemi, Electrical Instructor, Adam Schack, Electrical Lab Assistant, Alexander Russell, and Tristan Mench.





- PCC said Congratulations and Good
 Luck to Justyce Hulett, KCKCC PCC Student Worker. He graduated in May
 2022 with an A.A.S. with Cum Laude honors. Justyce has been a tremendous
 student worker for 2 years. He has helped with student events, projects,
 beautification of the center, administrative assistance and much more.
- International spouses come from all over the world to KCKCC Pioneer Career Center to learn/improve their English while their military spouses are



stationed at Fort Leavenworth Command General Staff College. The classes combine hands-on activities, cultural learning and textbook vocabulary words and illustrations. Marcia Irvine, Director of PCC, and Shelly Thompson, Administrative Assistant, were recognized for their work with the program.

- Marcia Irvine and Kim Taylor presented a thank you gift of an engraved tumbler to the area schools' staff for their support over the last year. Schools included were Leavenworth, Lansing, Tonganoxie, and Pleasant Ridge.
- Dr. Chris Meiers, Interim Vice President of Student Affairs and Enrollment Management, Marcia Irvine, Director of KCKCC PCC and Kim Taylor, Site Coordinator II, attended the Lansing Educational Foundation Breakfast in support of the teachers, staff and students at USD469.

Upcoming Programs and Activities

- Summer Classes started at the USDB and JRCF. At the USDB we are offering Introduction to Drawing for the first time, as it is a requirement for the digital graphics degree. I had to close the registrations at 24. We also have good enrollments at the JRCF, with the offering of Public Speaking and Introduction to Business.
- PCC will be hosting the Leavenworth Police Camp from June 13 June 17.
- PCC will be represented at the KCKCC Legends event June 18

Registration and Records

Submitted by Theresa Holliday, Registrar

Selected Activities, Programs, and Updates

- **Enrollment and Graduation Verification**: Verification of student enrollment status may be necessary for students to provide proof of education for credit card companies, degree status, employment, insurance companies, loan deferment, student housing, or other purposes. This month the Registrar's Office performed 106 enrollment or graduation verifications.
- **Student Contact Information Updates:** When colleges cannot reach a student due to an input error or because their information has changed, it often means the student will miss out on essential information. Depending on the message or activity, it could have catastrophic consequences. This month the Registrar's Office processed 96 student record changes.
- Major changes/catalog updates: To receive federal financial aid, grants, and scholarships, students must be pursuing a degree or certificate in a major that is aid eligible. They must also be taking courses that are required for their program of study based on their Student Plan. This month the Registrar's Office processed 129 student major changes and/or catalog updates.
- Transcript Activity: Incoming transcripts: Part of the KCKCC Admissions process is to submit all transcripts to KCKCC. High School transcripts are required for students who have graduated within the past 5 years. College transcripts are required for students who have transfer credits, and who are seeking to complete a degree or certificate at KCKCC. Incoming transcripts are processed manually to determine if the person has applied to the college, if they are a current student submitting transcripts to remove a hold or to have their transfer credits added to their KCKCC record. 101 were received from Parchment our own transcript service provider, 151 were received from the National Student Clearinghouse and 189 were received via fax, e-mail, mail or hand delivered. In May of 2021, 383 transcripts were received and in May of 2022, 441 transcripts were received and processed this month for an increase of 1.15%.
 - Outgoing transcripts: Our partnership with Parchment continues to greatly ease the burden of manually processing student transcript requests. Student Self Service also

- allows students to easily access their transcript on the student portal. Our office, of course, still serves those who have technological limitations or whose records are on microfilm and are not eligible for electronic processing.
- In May of 2021, 812 transcripts were sent out with 783 transcripts sent out this month; resulting in a decrease of 0.96%
- 25 official and unofficial transcripts were produced in house, with eight copies of transfer transcripts provided to program coordinators who do not have Perceptive Content Access. 763 total transcripts were sent via Parchment, 732 were sent electronically and 31 physical transcripts were mailed.

Request reasons – submitted by the student:		Request Reasons – Submitted by the
College Admissions	476	
Transfer	103	
Self	54	
Employment	50	
Licensure/Certification	51	
Other	30	College Admissions Transfer
(total from the excel shows 779 produced by Parchment	764	Self Employment Licensure/Certification Other
Reporting only on status of Available, Complete, Delivered, and Processed by Institution		
Top receivers:		Top Receivers
KU/KU Med or Nursing	47	
Kansas Board of Nursing	34	
JCCC	31	
K-State	24	
UMKC	20	
MCCKC	18	 KU/KU Med or Nursing Kansas Board of Nursing ICCC K-Strate
		■ UMKC ■ MCCKC

- Transfer Credit Evaluation: Transfer credit evaluation allows previous college transcripts, standardized examination scores, or career experience to be evaluated for college credit. The Registrar's Office evaluated 28 student records for transfer credit equivalencies.
- Withdrawal Activity: KCKCC is committed to helping students achieve their academic goals;
 however, circumstances may arise that prevent students from successfully completing their
 coursework as planned. Prior to withdrawing, students are encouraged to talk with their
 instructor about their progress in the course based on the grading criteria stated in the syllabus,
 participation, and grades earned to date. This month the Registrar's Office processed 2 student
 and instructor-initiated withdrawals.
- No Show/Never Attended Activity: In accordance with federal regulations, Institutional
 Effectiveness finalizes and certifies course enrollments to the State of Kansas for funding and

other reporting issues. Instructors are responsible for reporting students who have never attended a face-to-face class or who never submitted a required assignment in an online course. 30 students were purged as no-shows from mid-term courses this month.

Student Activities

Submitted by Andrica Wilcoxen, Director

Selected Activities, Programs, and Updates

- Student Activities partnered with the Student Organization of Latinx (SOL) and Fringe Benefits of Education (FBOE) and sponsored ten KCKCC students to attend the Women of Color conference hosted at UMKC on Friday, June 3. Students attended various workshops about leadership, culture, education, resources, and more. They attended two keynote addresses and had the opportunity to network with other students and community leaders across the Midwest.
- Fringe Benefit of Education (FBOE)- FBOE had five KCKCC graduates participate in the May 2022 Commencement Ceremony. During the semester, FBOE students and leaders provided help with tutoring and assisted students to work with their professors regarding classwork. Three students have decided to transfer to four-year universities after graduation. Currently, 25 FBOE members are enrolled for summer 2022 classes to continue to help them pursue their respective degrees.





Student Financial Aid

Submitted by Mary Dorr, Director

Selected Activities, Programs, and Updates

Financial Aid Applications Received as of June 7

Academic Year	Total Number of Records	Records Received in May
2021-2022	8,991	341
2020-2021	9,612	313
2019-2020	10,607	238

Financial Aid Disbursed to Student Accounts

	FALL	SPRING	SUMMER	TOTAL
2021-2022	\$7,581,299	\$7,773,450		\$15,354,749
2020-2021	\$5,850,442	\$5,150,304	\$1,358,445	\$12,359,191
2019-2020	\$6,162,491	\$5,660,330	\$986,894	\$12,809,715

^{*}Does not include third party payments or KCKCC Foundation Scholarships. Includes COVID Relief Funds.

KCKCC COVID HEERFIII Relief Funds

COVID Relief Funds	Number of Students	Total Amount Disbursed
Fall 2021	1771	\$2,618,500
Spring 2022	1706	\$3,406,760
TOTAL	2464 (unduplicated)	\$6,025,260

2022 Spring Satisfactory Progress Calculated

Satisfactory academic progress was reviewed for students who received federal financial aid for the Spring 2022. A three-year comparison is documented below semester resulting in the following:

SAP Status	Spring 2020	Spring 2021	Spring 2022
"Warning" – completion rate below 66% and			
/or GPA below 2.0	216	137	172
"Exclusion" – completion rate below 66%			
and/or GPA below 2.0 after a warning status	142	70	102
"Exclusion" – attempted over 97 credit hours.			
	70	63	66
No More Aid" – students have appealed and			
did not complete approved appeal conditions.	21	26	22
Satisfactory	1180	1046	1067

Students were notified by U.S. Mail and through their student e-mail and given the information on how to appeal.

Partnership with Catholic Charities

The Student Financial Aid Office along with the KCKCC ESOL Department has created a partnership with Catholic Charities that has its focus as assisting refugees and parolees who desire to enroll in the ESOL courses in the completion of the Free Application for Federal Financial Aid. An event was held on May 25 and May 26 for a group of students from Afghanistan. Financial Aid staff assisted in the completion of the FAFSA, and Catholic Charities provided transportation and translators. Eight students were assisted at this event.

Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

Centennial Hall

- As of June 3, we have 186 applications for 2022-2023. Of these applications, 82 are from non-student athletes. From conversations with staff in Athletics, we expect about 150 of the 250 beds will be filled by student-athletes. Meaning we only have about 20 remaining beds to fill to reach 100% occupancy.
- Beginning June 6, incoming students who have completed their application and paid their application fee and deposit will be able to log into the Student Housing online portal (eRezLife) to select their room. The portal will allow them to view and chat with potential roommates. Roommate assignments for student-athletes are being made by the coaches and then manually assigned.

Royal Ridge Apartments

- All Student Housing residents vacated Royal Ridge by the end of May. We are now working with our furniture installer to have selected pieces of quality furniture (beds, living room couches and chairs, and underbed storage units) moved to storage. Once the temporary certificate of occupancy for Centennial Hall is granted, this furniture, along with additional new furniture which has been ordered, will be moved into the new building.
- All KCKCC property (bulletin boards, signage, office supplies) are being removed to prepare for returning the buildings back to Royal Ridge at the end of June.

Upcoming Activities and Programs

- July 15 Centennial Hall Ribbon Cutting Ceremony
- July 25 RAs move into Centennial Hall and begin staff training
- July 28 Fall sport teams begin moving into Centennial Hall
- August 12 Move-in Day for Centennial Hall

Student Success Center

Allison Burton, Director of Student Success and Retention

Selected Activities, Programs, and Updates

- Fall Enrollment: Student Success Advisors met with 538 students in the month of May.
 - 117 Walk-ins
 - 179 In-person Appointments
 - 176 Phone Appointments
 - 69 TEAMS Appointments

Upcoming Programs and Activities

• Experience KCKCC at the Legends-Advising will be participating in the Experience KCKCC at the Legends event on July 18 from 12:00-4:00pm. Advising will offer on-the-spot advising to prospective, new, and returning students during the event. Advising will also provide perspective and new student resources for attendees. Advising will follow up the event with a text message and email campaign to all attendees who complete an info card.



Strategic Initiatives and Outreach

Dr. Tami Bartunek, Vice President

Brief Highlights

- Updated or created several new webpages.
- Enabled outdoor marquees to receive and display Amber Alert information.
- Continued with Web Content Editing for those employees interested in updating their division / area web content.
- Social Media metrics remain strong. One post had over 57K in reach!

Strategic Initiatives and Outreach

- Coordinated between KCKCC and WYCO UG for a Development Review Committee (DRC) Pre-Application Meeting in order to discuss permitting requirements for the downtown KCKCC Campus project.
- Provided support to the Board of Trustees Community Engagement Committee.
- Continued planning the June 18th, noon 4:00 PM Marketing and Admissions event at the Legends. The event is to engage or reengage with community members and students. At the event, we will have representatives from Admissions, Advising, Financial Aid, Information Services, PTA (providing on demand health screenings), Student Activities, Foundation (offering a \$500 Community Engagement scholarship), and others. We will also have live concert ticket or other giveaways via a live radio remote with Mix 93.3. Additionally, Lauren Scott from KSHB will be in attendance. Student Activities will have lawn games and prizes for "spinning the wheel". So many people and offices have engaged in the planning and will be at the event to ensure guests have a fantastic time.
- Dr. Bartunek attended the second leadership workshop with Leadership Kansas 2022. Leadership Kansas is a statewide program designed to enhance and motivate future leaders from various Kansas communities. Each year, approximately 500 people are nominated for the program. After a thorough and thoughtful application and selection process, 40 individuals are selected to participate in the class. Leadership Kansas is dedicated to ensuring geographic, racial, occupational, and gender diversity so that each class truly represents the state.
- SIO supported Senator Moran's US Innovation and Competition Act of 2021 Conference. The Senator's office was very happy with the turnout and appreciated our assistance in making the event a success. The invitation is below:



Join Me For Keeping Kansas Competitive Roundtable

A Discussion on the United States Innovation and Competition Act

I am pleased to invite you to join me for Keeping Kansas Competitive: A Discussion on the United States Innovation and Competition Act (USICA) at 10:00 a.m. CT on Monday, May 2, at Kansas City Kansas Community College's Technical Education Center.

Congress has taken the first step by passing two versions of legislation with the goal of increasing American competitiveness, and I was recently appointed by Senate leadership to the conference committee to negotiate and reconcile the differences between the Senate-passed USICA and the House-passed America COMPETES Act. This roundtable will provide an opportunity for me to hear directly from Kansans about the impact of this legislation on our state as these negotiations begin.

WHO:

U.S. Senator Jerry Moran (Kan.)
Kansas education, business and government stakeholders

WHAT:

Keeping Kansas Competitive: A Discussion on the United States Innovation and Competition Act

WHEN:

Monday, May 2 10:00 a.m.

WHERE:

KCKCC Technical Education Center, Room #AA101 6565 State Avenue Kansas City, KS 66102

RSVP:

Please RSVP by replying to this email or at <u>JerryMoran@moran.senate.gov</u> by 12:00 p.m. on Friday, April 29, 2022.



I look forward to hearing from you and hope to see you in Kansas City soon.

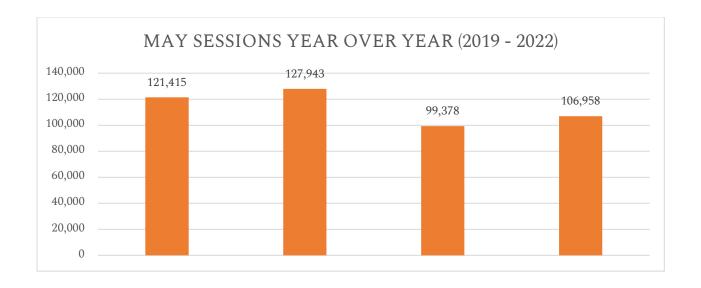
Very truly yours,

Jerry

General Website Information

• Cascade Website Editor training continues throughout the summer. The first summer training session was held on Thursday, June 9. More will follow throughout the summer.





Top Webpages for May 2022

Webpage	Pageviews
Degree / Certificate Webpage	11,469
Steps to Enrollment	4,922
Class Schedule	4,820
Marketing General Ad Campaign	4.062
Transcripts	2,548

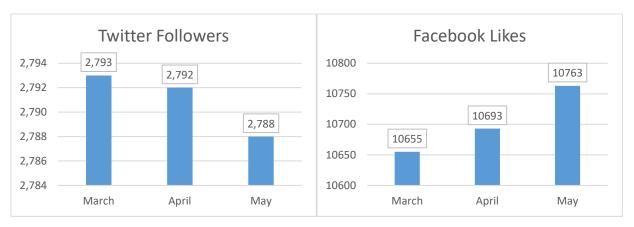
Highlighted Web Updates

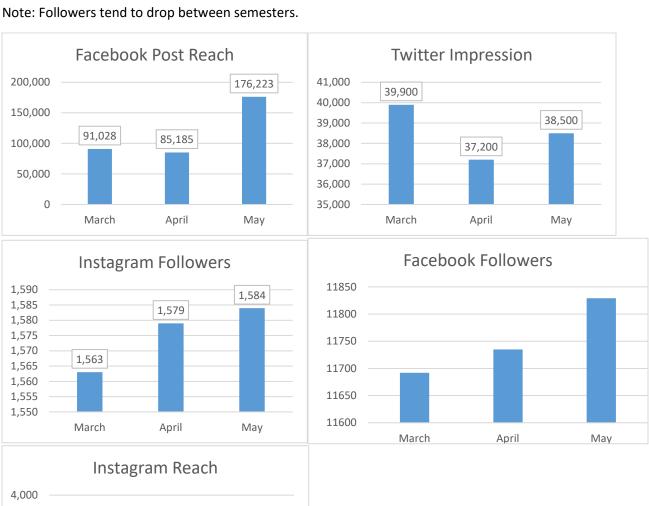
- Published the Centennial's 100 Stories web section, https://www.kckcc.edu/centennial/stories/
- Published several marketing landing webpages to correspond to several key marketing campaigns:
 - o Reengagement Campaign 1: https://forms.kckcc.edu/marketing/reengage.html
 - o Reengagement Campaign 2: https://forms.kckcc.edu/marketing/reengagev2.html
 - Perkins: https://forms.kckcc.edu/marketing/perkins.html
- Published a '2022 Commencement Ceremonies Media' webpage with a photo gallery and links to the livestream replays: https://www.kckcc.edu/communications/2022-commencement-ceremonies-media.html

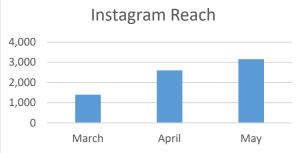
Outdoor Marquee and Emergency Alerts Update

On May 19th an Amber Alert was issued for the Kansas City, Kansas area. The Technical Education Center (TEC) outdoor marquee automatically displayed the alert and the associated graphic. This marquee was enabled and equipped to display Amber Alerts and the accompanying graphic. Due to the non-standard sizes, the remaining three marquees will display text information, but may not display the associated graphic.

Social Media









Kansas City Kansas Community College is with Adam

Published by Kelly Evenson Rogge [?] ⋅ ★ Favorites ⋅ May 19 ⋅ €

KCKCC celebrated its 2022 Practical Nursing and Associate Degree Nursing graduates Wednesday night during the 2022 Nursing Pinning

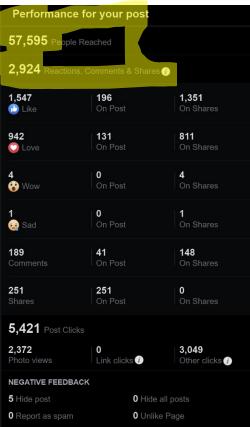
Ceremony. If you missed the ceremony, watch it now at

Halfacre.

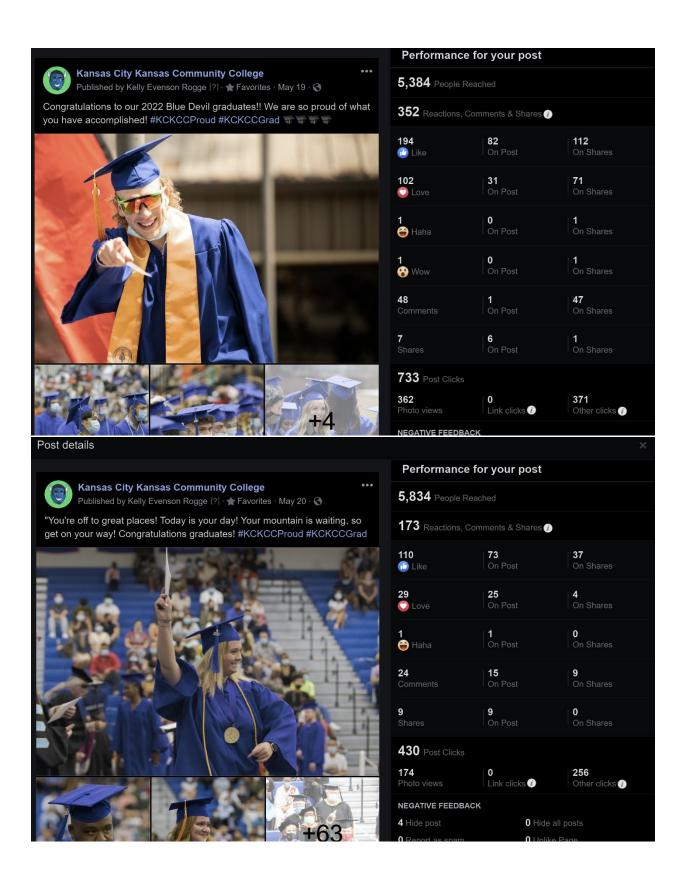
https://bit.ly/3sLOLPR.

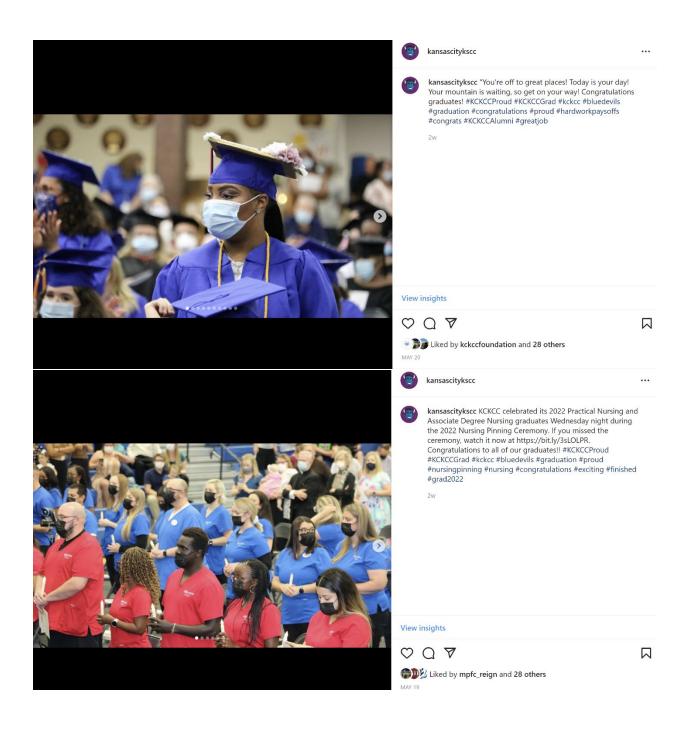
Kansas City Kansas Community College

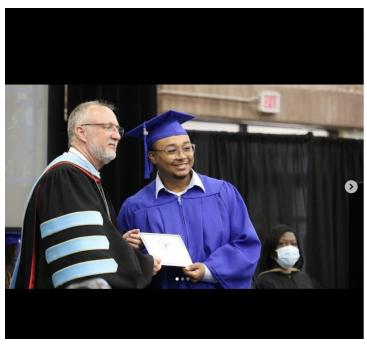
Published by Kelly Evenson Rogge [?] ⋅ ★ Favorites ⋅ May 27 ⋅ ♦















kansascitykscc Congratulations to our 2022 Blue Devil graduates!! We are so proud of what you have accomplished! #KCKCCProud #KCKCCGrad #kckcc #bluedevils #graduation #congratulations #proud #hardworkpaysoffs #waytogo #KCKCCAlum

2w

View insights

♥ Q ▼♠ D Liked by kckccfoundation and 30 others

MAY 19

Tweet activity

KCKCC @KansasCityKSCC
Congratulations @KckSoftball!!! We are so proud of the work you have put in this season! #kckccproud #hornsup https://twitter.com/KCKCCAthletics/status/152632856963027763

Impressions	1,048
Total engagements	32
Likes	14
Detail expands	12
Retweets	3
Profile clicks	3

Tweet activity

X



KCKCC @KansasCityKSCC #kckccproud #hornsup pic.twitter.com/D2zmhLnOg3

Impressions	1,135
Total engagements	47
Likes	30
Retweets	6
Detail expands	6
Profile clicks	3
Media engagements	2

Tweet activity

×

KCKCC @KansasCityKSCC
@KckSoftball wins the first round of the NJCAA Tournament,
beating Triton 9-2. They will next face #1-seed Des Moines Area
CC Wednesday afternoon. Great job Blue Devils!
#KCKCProud #HornsUp
https://twitter.com/NJCAANetwork/status/1529147343429373953

Impressions	2,141
Total engagements	17
Likes	7
Detail expands	4
Profile clicks	4
Retweets	2

Broadcast

BROADCAST TV SUMMARY / MAY
Commercials





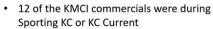












• 96 bonus commercials on KMCI











BOARD OF TRUSTEES REPORT

FINANCE & FACILITY SERVICES MICHAEL BEACH, CHIEF FINANCIAL OFFICER JUNE 2022 REPORT

FINANCE - MICHAEL BEACH, CFO

- An initial draft of the FY2023 Operating Budget for the College is complete.
- FY2022 yearend forecasted amounts have been updated in the detailed Revenue and Expenses Report. The estimated additions to Reserves and the FY2022 Reserves balances have also been updated to reflect projected/forecasted yearend amounts.
- New Student Housing is experiencing delays on the countertops, the front blue panels, and the parking lot to the north.

BOOKSTORE - MIKE GOWING, DIRECTOR

- 387 Graduates collected their regalia from the Bookstore.
- Bookstore is working on placing book orders for Fall Semester.
- Preparations are underway for the YE physical inventory procedures.

CENTRAL SCHEDULING - EVERETT FLETCHER, SUPERVISOR

- 415 Campus related activities scheduled (i.e. meetings, workshops, events).
- 10 community requests/invoices prepared for upcoming events to be held on the campus of KCKCC.

FACILITY SERVICES - CHRIS GARDNER, DIRECTOR

- Spring preventative maintenance completed for rooftop units.
- Onboarded Workfront, our Project Management software. Training is scheduled for June.

CAMPUS POLICE - ROBERT PUTZKE, CHIEF

- Provided coverage and traffic control for KCKCC's Nurses Pinning, Graduation ceremonies and GED ceremony May 18 thru 26.
- Provided coverage and traffic control for USD 500 Are You Faster Than A 5th Grader event May 6.

Kansas City Kansas Community College Monthly Financial Summary

May - YTD FY2022								
	Results		Comments					
Total Assets	\$	128,388,861	Net decrease of \$2.23M for the month; See H1 below					
Total Liabilities	\$	46,980,309	Net increase of \$2.11M for the month; See H1 below					
Net Position	\$	81,408,552	Net decrease of \$4.33M; See H4 below					

Summary: Revenue and Expenses	Results		Comments	
Total Revenues	\$	77,193,483	\$744K in revenues for the month; See H2	
Operating Expenses	\$	69,924,010	\$5.49M in expenses for the month; See H3	
Increase /(Decrease) in Net Positions	\$	7,269,473	YTD decrease in Net Position is expected for May; See	
Current Month - Burn Rate	\$	F 40C 14F	Monthly hurn rate is \$1.2M less than April CV	
PRIOR YEAR MONTH - Burn Rate	\$	5,654,432		

Highlights / Key Financial Initiatives The net decrease in total assets is largely due to cash received from revenues, less cash used to pay operating expenses and liabilities. Total liabilities increased \$2.11M largely due to increased deferred revenue for fall enrollments. The College's total YTD operating cash position is approximately \$19.5M better than last year's YTD cash position in mostly due to Institutional Covid Funds transferred for the year.

Revenue received during the month of \$744K is largely due to tuition and fee revenue of \$292K, federal financial aid in the H2 amount of \$185K, and contracts of \$109K.

Operating Expenses during May were \$5.49M. Expenses mainly consist of \$1.23M in Supplies & Expenses, \$400K for debt payments, and \$3.4M in salaries & benefits. Monthly expenses are 10.07% below the YTD budget to actual expenditure percentage of 91.67%.

The College's overall net position during the month decreased \$4.33M during May. This decrease is the net result of increases to cash less expenses and liabilities paid. The \$4.7M decrease in YTD changes in Net Position is the result of expenses exceeding revenues for the month.

Risks / Issues

The top risk continues to be the status of the college's enrollments due to COVID-19. While indicators suggest that enrollments will be up for FY 2023 over FY 2021 and FY 2022, they will likely still be lower than enrollments were in FY 2020 (pre-Covid). The College has received "one-time" HEERF revenues to cover increased costs due to COVID for the current fiscal year.

KANSAS CITY KANSAS COMMUNITY COLLEGE

Interim Summary Financial Statements - May 2022

Year to Date Fiscal Year 2022, with comparison to Fiscal Year Ended June 30, 2021

Summary Statement of Net Position

	YTD FY2022	Audited Year-End FY2021	
Assets			
Current Assets	\$ 55,043,929	\$ 67,239,992	
Noncurrent Assets	73,344,932	57,715,075	
Total Assets	\$ 128,388,861	\$ 124,955,067	
Liabilities	Ć 0.247.425	ć 42 F22 200	
Current Liabilities Noncurrent Liabilities	\$ 9,347,125 37,633,184	\$ 12,533,388	
Noncurrent Liabilities	37,033,104	37,633,184	
Total Liabilities	46,980,309	50,166,572	
Net Position	81,408,552	74,788,495	
Total Liabilities and Net Position	\$ 128,388,861	\$ 124,955,067	

Summary Statement of Revenue Expenses and Changes in Net Position

	YTD FY2022 Actual	Annual Budget	Annual Variance	YTD FY2021 Actual	Percent Used Actual to Budget
Operating Revenues	\$ 37,129,512	\$ 34,420,330	\$ 2,709,182	\$ 25,887,023	107.87%
Non-Operating Revenues, Net	40,063,971	57,762,262	(17,698,291)	38,729,846	69.36%
Total Revenues	77,193,483	92,182,592	(14,989,109)	64,616,869	83.74%
Operating Expenses	69,924,010	85,687,565	15,763,555	65,093,599	81.60%
Increase/(Decrease) in Net Positions	\$ 7,269,473	\$ 6,495,027	\$ 774,446	\$ (476,730)	

	CITY KANSAS COMMUN MENT OF REVENUES AN								
OTATEM									
	YTD MAY 2022								
	BUDGET YTD FORECAST ACTUAL								
	FISCAL YEAR	ACTUAL	FISCAL YEAR	YTD	ACTUAL	USED ACTUAL			
	FY 2022	5/31/2022	2022	5/31/2021	TO BUDGET	TO BUDGET			
Operating Revenues:									
Student Tuition and Fees	\$ 10,913,730	\$ 9,683,638	\$ 9,723,630	\$ 9,725,161	\$ (1,230,092)	88.73%			
Federal Grants and Contracts	19,875,000	24,255,476	24,510,476	13,403,365	4,380,476	122.04%			
State Contracts	568,000	646,838	676,838	483,311	78,838	113.88%			
Private Gifts, Grants & Contracts	263,000	262,100	263,000	150,000	(900)	99.66%			
Auxiliary Enterprise Revenue	2,525,000	1,943,925	2,143,925	1,994,108	(581,075)	76.99%			
Other Operating Revenue	275,600	337,535	352,535	131,078	61,935	122.47%			
Total Operating Revenues	34,420,330	37,129,512	37,670,404	25,887,023	2,709,182	107.87%			
Nonoperating Revenues (Expenses)		_							
County Property Taxes	44,900,250	27,243,392	43,955,076	27,966,448	(17,656,858)	60.68%			
State Aid	10,359,582	10,359,582	10,359,582	10,377,364	(17,030,030)	100.00%			
SB155 AID	3,004,750	2,976,540	3,004,750	1,144,299	(28,210)	99.06%			
Investment Income	100,000	86.741	100,000	24,470	(13.259)	86.74%			
Interest Expense on Capital Asset Debt	(602,320)	(602,284)	(602,320)	(782,735)	(- , ,	99.99%			
Transfer from Capital Reserves	(002,020)	(002,204)	(002,020)	(102,100)	-	0.00%			
Total Nonoperating Revenues	57,762,262	40,063,971	56,817,088	38,729,846	(17,698,291)	69.36%			
			, ,						
Total Revenues	92,182,592	77,193,483	94,487,492	64,616,869	(14,989,109)	83.74%			
Operating Expenses:		Ξ							
Salaries & Benefits	44,166,500	37,560,063	41,004,780	37,190,966	(6,606,437)	85.04%			
Contractual Services	1,646,482	1,574,593	1,646,482	1,570,060	(71,889)	95.63%			
Supplies & Other Operating Expenses	14,617,063	11,055,229	12,806,009	9,493,693	(3,561,834)	75.63%			
Utilities Utilities	1,972,500	1,617,816	1,737,816	1,500,575	(354,684)	82.02%			
Repairs & Maintenance to Plant	5,290,020	1,567,299	3,317,299	3,558,263	(3,722,721)	29.63%			
Scholarships & Financial Aid	13,775,000	13,782,351	13,982,351	9,025,248	7,351	100.05%			
Strategic Opportunities	1,250,000	10,702,001	* -	- 0,020,210	(1,250,000)	0.00%			
Contingency	250,000	46,659	116,659	229,794	(203,341)	18.66%			
Debt Service	2,720,000	2,720,000	2,720,000	2,525,000	- (200,011)	100.00%			
Total Operating Expenses	85,687,565	69,924,010	77,331,396	65,093,599	(15,763,555)	81.60%			
Increase in Net Position	\$ 6,495,027	\$ 7,269,473	\$ 17,156,096	\$ (476,730)	\$ 774,446				
* We have utilized \$298,310 of the strategic initiativ									

KANSAS CITY KANSAS COMMUNITY COLLEGE Summary Statement of Revenue Expenses and Changes in Net Position YTD MAY 2022

	FY2022 Actual	Amended Budget	FY2021 Actual	Annual Budget	FY2020 Actual	Annual Budget	FY2019 Actual	Annual Budget
Operating Revenues	\$ 37,129,512	\$ 34,420,330	\$ 25,887,023	\$ 26,816,600	\$ 23,153,375	\$ 27,315,064	\$ 24,949,017	\$ 29,246,544
Non-Operating Revenues, Net	40,063,971	57,762,262	38,729,846	57,320,243	37,520,116	57,959,925	31,642,999	53,604,198
Total Revenues	77,193,483	92,182,592	64,616,869	84,136,843	60,673,491	85,274,989	56,592,016	82,850,742
Operating Expenses	69,924,010	85,687,565	65,093,599	79,144,659	65,510,808	80,812,679	67,669,674	79,979,223
Increase/(Decrease) in Net Positions	\$ 7,269,473	\$ 6,495,027	\$ (476,730)	\$ 4,992,184	\$ (4,837,317)	\$ 4,462,310	\$ (11,077,658)	\$ 2,871,519

KANSAS CITY KANSAS COMMUNITY COLLEGE BANK BALANCES PER GENERAL LEDGER

								YTD			
FINANCIAL INSTITUTION	FUND NO.	FUND		CHECKING		INVESTMENTS		31-May-22		31-May-21	
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$	526,825			\$	526,825	\$	461,219	
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$	3,065,719			\$	3,065,719	\$	2,006,058	
BROTHERHOOD BANK	61	CAPITAL OUTLAY			\$	3,183,827	\$	3,183,827	\$	3,174,284	
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$	333,049			\$	333,049	\$	278,692	
LIBERTY BANK			\$	508,684			\$	508,684	\$	507,009	
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$	314,956			\$	314,956	\$	351,656	
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$	262,434			\$	262,434	\$	498,082	
SECURITY BANK***	11	GENERAL FUND	\$	37,221,476			\$	37,221,476	\$	17,713,107	
SECURITY BANK	15	TECHNICAL ED FUND	\$	820,821			\$	820,821	\$	821,391	
SECURITY BANK	16	STUDENT UNION	\$	1,151,977			\$	1,151,977	\$	890,347	
		(AUXILIARY SERVICES)									
SECURITY BANK	63	STUDENT HOUSING	\$	4,690,485			\$	4,690,485	\$	-	
		(CONSTRUCTION FUND)									
UMB BANK *	17	PAYROLL	\$	-			\$	-	\$	-	
TOTAL			\$	48,896,426	\$	3,183,827	\$	52,080,253	\$	26,701,844	
	Current	Previous Month	P	revious Year							
91-day Treasury Rate	1.060	0.900		0.020							
* Payroll clearing account nor	mally carries a	\$-0- balance unless tax pay	_ ment	deadline falls a	fter	the close of t	he o	current montl	่ า.		
** No interest paid, no fees c	harged.										
***No Fees assessed by Secu	rity Bank and B	rotherhood Bank.									

			k	Cansas City Kansas C	ommunity College					
			Ca	shflow Analysis (Ge	neral & TEC Funds					
July 1, 2021 to Ju	ıne 30, 2022									
July 1, 2020 to Ju	ıne 30, 2021									
Month	FY2022	FY2021	FY2022	FY2021	FY2022	FY 2021	FY2022	FY2021	FY2022	FY2021
	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									33,389,214	20,787,707
July	2,723,922	3,429,836	(6,357,332)	(5,377,634)	(3,633,410)	(1,947,798)			29,755,804	18,839,909
August	10,086,186	7,193,429	(10,957,213)	(6,050,200)	(871,027)	1,143,229	(1,712)	(21,297)	28,883,065	19,961,841
September	9,451,036	9,565,036	(11,990,740)	(8,587,336)	(2,539,704)	977,700	1,580		26,344,941	20,939,541
October	10,893,451	3,690,944	(4,301,288)	(5,631,319)	6,592,163	(1,940,375)			32,937,104	18,999,166
November	2,223,477	2,867,892	(8,911,138)	(7,238,935)	(6,687,661)	(4,371,043)			26,249,443	14,628,123
December	3,934,558	1,098,189	(7,770,982)	(5,601,686)	(3,836,424)	(4,503,497)			22,413,019	10,124,626
January	29,192,526	29,633,372	(7,384,183)	(7,094,270)	21,808,343	22,539,102			44,221,362	32,663,728
February	8,597,739	5,455,993	(9,236,101)	(6,433,678)	(638,362)	(977,685)			43,583,000	31,686,043
March	9,339,673	4,568,105	(11,142,860)	(9,345,892)	(1,803,187)	(4,777,787)			41,779,813	26,908,256
April	7,609,775	5,013,271	(8,742,160)	(8,372,819)	(1,132,385)	(3,359,548)			40,647,428	23,548,708
May	3,258,874	1,080,147	(5,864,005)	(6,094,356)	(2,605,131)	(5,014,209)			38,042,297	18,534,499
June	23,392,021	25,572,380	(10,717,664)	(10,717,664)	12,674,357	14,854,716			50,716,654	33,389,214
Totals	120,703,238	99,168,594	(103,375,666)	(86,545,790)	17,327,572		(132)	(21,297)		
Bold = Actual										
Doiu - Actual	97,311,217		(92,658,002)							
	37,311,217		(32,036,002)							
GL Balance	General Fund	\$ 37,221,476								
	TEC Fund	\$ 820,821								
		\$ 38,042,297								

KANSAS CITY KANSAS COMMUNITY COLLEGE Debt Position YTD MAY 2022

	Original	Original	Original	Refinance	New	Balance	Payments	FY22	Less	Balance
Debt Issuance	Issue Date	Maturity Date	Principal Issued	Principal Issued	Maturity Date	6/30/2021	Due Date	Amount	Interest	6/30/2022
COP-Capital Lease Oblig	7/1/2013	6/1/2027	\$5,750,401	\$1,585,000	4/1/2023	\$815,000	6/1/2022	\$425,988	\$25,988	\$415,000
	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$3,040,000	5/1/2022	\$633,140	\$93,140	\$2,500,000
	3/1/2020			\$11,095,000	4/1/2029	\$9,480,000	4/1/2022	\$2,129,200	\$379,200	\$7,730,000
	3/1/2020			\$4,270,000	4/1/2029	\$4,260,000	4/1/2022	\$133,990	\$103,990	\$4,230,000
Revenue Bond Oblig	1/27/2021		\$19,840,000	NA	NA	\$19,840,000	9/1/2021	\$763,847	\$763,847	\$19,840,000
			\$33,635,401	\$20,975,000		\$37,435,000		\$4,086,165	\$1,366,165	\$34,715,000
			, , , , , ,				:		, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

Predictive Model of Significant Annual Cash Flows - FY2022 Inflows Outflows

Amount

Description

Amount

Description

	Description		Amount	Description	Amount
July					
August	State Aid - Disbursement 1	\$	5,179,791	Insurance	(\$450,000)
	Covid Student Relief Funds	\$	800,000	(Down Payment)	
	Covid Institutional Funds	\$	2,299,660	Financial Aid Refunds	(\$800,000)
September	Tax Distribution	\$	2,845,034	Financial Aid Refunds	(\$3,050,000)
	Current Tax	\$	982,000	COP - Interest on Debt	(\$241,595)
	Heavy Truck	\$	992	(Certificates of	
	Motor Vehicle	\$	1,550,000	Participation)	
	Commercial Motor Vehicle	\$	11,500		
	Motor Vehicle Excise	\$	10,792		
	RV	\$	7,000		
	Delinquent	\$	282,750		
	Financial Aid Draw	\$	3,200,000		
	Covid Student Relief Funds	\$	1,750,000		
October	Tax Distribution	\$	808,695	COP - Interest on Debt	(\$46,570
	Current Tax	\$	2,750		
	Motor Vehicle	\$	582,600		
	Commercial Motor Vehicle	\$	2,500		
	RV	\$	1,489		
	Delinquent	\$	219,356		
	SB 155 Funding - Disb	\$	3,200,000		
November				COP - Interest on Debt	(\$12,994
				Insurance Payment	(\$300,000
December				·	
January	Tax Distribution	\$	22,536,268		
	Current Tax		20,823,779		
	Heavy Truck	\$	6,700		
	Motor Vehicle	\$	830,000		
	Commercial Motor Vehicle	\$	18,153		
	Motor Vehicle Excise	<i>\$</i>	11,332		
	RV	, \$	3,518		
	Industrial Revenue Bonds	<i>\$</i>	477,786		
	Delinguent	\$	365,000		
	State Aid - Disbursement 2	\$	5,179,791		
			0,200,002		
February	Financial Aid Draw	\$	3,000,000	Financial Aid Refunds	(\$2,550,000
•	Covid Student Relief Funds	\$	1,250,000		(1 //
March	Tax Distribution	\$	1,679,021	COP - P & I	(\$2,021,595
	Current Tax	\$	986,300	(Principal and Interest)	(+-//
	Heavy Truck	\$	3,260	(· · · · · · · · · · · · · · · · · · ·	
	Motor Vehicle	\$	373,500		
	Commercial Motor Vehicle	\$	119,600		
	RV	\$	1,061		
	Delinquent	\$	195,300		
April	Demiquent	7	155,500	COP - P & I	(\$586,570
May				COP - P & I	(\$412,994)
June	Tax Distribution	\$	17,031,232	201 1 4 1	(\$412,554
Julie	Current Tax		15,600,000		
	Heavy Truck	۶ \$	2,230		
	Motor Vehicle	\$	980,000		
	Commercial Motor Vehicle	\$	27,500		
	RV	\$	6,200		
	Industrial Revenue Bonds	\$	192,302		
	Delinquent	\$	223,000		
		,	223,000		

			ELECTRI	CAL USAGE			
5	10101	2011420	051170	5.55		2011420	051170
DATE	KWH	DOLLARS	CENTS PER KWH	DATE	KWH	DOLLARS	CENTS PER KWH
1/30/2017	669,778	\$67,660	10.10	1/30/2018	693,552	\$89,219	12.86
2/27/2017	520,873		11.45	2/28/2018			
	-	\$59,658			607,766	\$81,656	13.43
3/30/2017	571,377	\$66,275	11.59	3/28/2018	523,914	\$76,238	14.55
4/27/2017	488,937	\$62,282	12.73	4/27/2018	543,350	\$80,058	14.73
5/30/2017	519,433	\$63,673	12.25	5/30/2018	489,912	\$69,589	14.20
6/29/2017	493,221	\$63,308	12.83	6/28/2018	465,616	\$66,247	14.22
7/28/2017	517,966	\$69,963	13.50	7/30/2018	508,674	\$65,879	12.95
8/30/2017	509,347	\$65,091	12.77	8/30/2018	519,245	\$66,724	12.85
9/28/2017	471,352	\$68,199	14.45	9/28/2018	441,010	\$67,393	15.28
10/30/2017	510,088	\$66,797	13.09	10/30/2018	523,678	\$74,199	14.16
11/29/2017	440,328	\$72,722	16.51	11/29/2018	553,893	\$79,005	14.26
12/28/2017	543,884	<u>\$75,020</u>	13.79	12/28/2018	<u>566,892</u>	\$80,894	14.27
year 2017	6,256,584	\$800,648	12.79	year 2018	6,437,502	\$897,101	13.98
1/30/2019	609,645	\$83,726	13.73	1/30/2020	501,163	\$72,729	14.51
2/27/2019	625,832	\$80,202	12.81	2/28/2020	507,458	\$71,243	14.03
3/28/2019	554,141	\$78,123	14.09	3/30/2020	488,515	\$73,813	15.10
4/29/2019	510,325	\$73,381	14.37	4/30/2020	279,539	\$47,494	16.90
5/30/2019	441,276	\$66,651	15.10	5/28/2020	296,200	\$53,723	18.13
6/27/2019	436,477	\$63,796	14.61	6/30/2020	412,142	\$61,005	14.80
7/31/2019	537,680	\$64,553	12.00	7/30/2020	456,500	\$64,387	14.10
8/29/2019	494,320	\$67,133	13.58	8/28/2020	417,396	\$58,039	13.90
9/27/2019	485,749	\$63,507	13.07	9/29/2020	478,281	\$67,910	14.10
10/30/2019	528,274	\$73,213	13.85	10/29/2020	479,090	\$75,859	15.80
11/26/2019	440,981	\$65,663	14.89	11/25/2020	443,240	\$65,829	14.85
12/30/2019	524,192	<u>\$72,943</u>	13.91	12/30/2020	595,900	\$77,901	13.07
year 2919	6,188,892	\$852,891	13.83	year 2020	5,355,424	\$789,932	14.94
1/28/2021	581,940	\$75,663	13.00	1/31/2022	678,586	\$89,277	13.15
2/25/2021	664,720	\$76,586	11.52	2/25/2022	585,600	\$81,504	13.91
3/30/2021	568,580	\$73,401	12.90	3/30/2022	624,643	\$80,879	12.94
4/29/2021	516,220	\$64,693	12.53	4/28/2022	521,442	\$76,167	14.60
5/27/2021	446,300	\$57,583	12.90	5/31/2022	527,597	\$74,075	14.04
6/29/2021	529,020	\$58,806	11.11				
7/29/2021	484,980	\$61,788	12.73				
8/31/2021	551,720	\$70,049	12.69				
9/29/2021	521,420	\$68,641	13.16				
10/31/2021	522,405	\$70,567	13.50				
11/29/2021	570,895	\$74,484	13.04				
12/31/2021	471,750	\$68,536	14.52				
year 2021	6,429,950	\$820,797	12.80				

BOARD OF TRUSTEES REPORT HUMAN RESOURCES JUNE 2022

Human Resources Summary

- Kansas City Professional Development Council (KCPDC) held its annual Professional Development Conference on May 25th. Eleven employees from KCKCC attended.
- A meeting occurred with Ellucian, HRIS system provider, to review and discuss updating our system to include the benefit enrollment module. The HR team will continue to explore this option over the next couple of months to determine if transition to Ellucian Benefit Enrollment module would be an appropriate solution for the college.
- Introductory meetings were conducted from December 2021 to May 2022 to assess professional development needs across the College and to gather general information regarding professional development in various departments. Based on the introductory meetings, Sheila Joseph, Talent Development Manager, has established a plan to address the information that was shared from key stakeholders. Details regarding the plan can be reviewed in the full report below.
- The Equity and Inclusion Council (EIC) reviewed the preliminary draft of the 3-year 'Inclusive Excellence' Plan and shared their input and feedback. The draft plan establishes specific Diversity, Equity and Inclusion (DEI) action strategies the college should consider implementing to create and sustain an inclusive and equitable work culture.
- The summer exhibition in the KCKCC Art Gallery will be on Environmental Justice with local artist, Susan Ferguson, which opens June 15 and will be on display through July 28.

BOARD OF TRUSTEES REPORT HUMAN RESOURCES JUNE 2022

Human Resources Full Report

Training and Development

Introductory meetings were conducted from December 2021 to May 2022 to assess professional development needs across the College and to gather general information regarding professional development in various departments. More meetings will be scheduled to discuss professional development needs with other areas of the College and to expand on the initial meetings in greater depth.

During these meetings, specific questions were asked about New Employee Orientation, Supervisor Training, Customer Service Training, scheduling and tracking of training, and more open-ended questions elicited ideas about additional professional development topics.

The following activities have been planned or are in process and address some of the suggestions regarding professional development events and activities:

- Expansion of New Employee Orientation
- Customer Service Guidelines for the College have been developed
- Outstanding Customer Service training curriculum is in development
- Annual Compliance Trainings (FERPA, Title IX, EEO) are being redesigned for refresher training for Fall 2022
- New Supervisor Training schedule has been revamped
- The Hiring Process training for supervisors is being redesigned for June 2022
- Guidelines for *How to Write a Position Description* are being developed
- Workplace Communication: Giving Constructive Feedback has been developed and implemented (Convocation January 2022 and New Supervisor Training in February 2022)
- Change Management training is in development for June 2022
- Navigating Workplace Conflict will be conducted in June 2022
- Quarterly Supervisor Meetings were re-initiated in April 2022
- Plans are being developed to address training for *Diversity*, *Equity*, and *Inclusion*
- The KCKCC Professional Development Committee (KCKPDC) has been proposed and approved. Membership applications have been reviewed and selected. First meeting is scheduled for July 13, 2022.
- Overall *5-Year Training Plan/Proposal* is in development. Topics will include succession planning and leadership development.

<u>New Employee Orientation (NEO) Proposal</u> - The purpose of this proposal is to revise and expand the New Employee Orientation experience at KCKCC from a half-day session once a month that provides valuable information to a two half-days experience once a month that continues to provide valuable information and that also provides a welcoming and productive

introduction to the college and includes outstanding customer service and teambuilding. The target launch is August 2022.

New Supervisor Training is being planned for the mornings of June 22nd, 23rd, and 24th. All supervisors hired since our last New Supervisor Training in February are required to attend. All current supervisors have been invited to sign up for refresher training. Topics include:

	Wednesday, June 22, 2022 - 9:00am - 12:00pm
9:00am	Welcome and Introductions Christina McGee, Chief Human Resources Officer
9:15am	Diversity Dr. Shawn Derritt, Dean of Student Services
10:15am	Understanding and Managing Time and Leave Yoel Tekle, Human Resource Specialist Angie Masloski, Payroll Coordinator
11:00am	Workplace Communication: Giving Constructive Feedback Sheila Joseph, Talent Development Manager
	Thursday, June 23, 2022 - 9:00am - 12:00pm
9:00am	Thursday, June 23, 2022 - 9:00am - 12:00pm The Hiring Process
9:00am	
9:00am 10:30am	The Hiring Process
	The Hiring Process Victoria Anderson, Employment Coordinator
	The Hiring Process Victoria Anderson, Employment Coordinator FMLA, ADA, and Worker's Compensation
	The Hiring Process Victoria Anderson, Employment Coordinator FMLA, ADA, and Worker's Compensation Christina McGee, Chief Human Resources Officer
10:30am	The Hiring Process Victoria Anderson, Employment Coordinator FMLA, ADA, and Worker's Compensation Christina McGee, Chief Human Resources Officer Friday, June 24, 2022 - 8:30am - 12:00pm
10:30am	The Hiring Process Victoria Anderson, Employment Coordinator FMLA, ADA, and Worker's Compensation Christina McGee, Chief Human Resources Officer Friday, June 24, 2022 - 8:30am - 12:00pm Performance Evaluations

In addition, two trainings for supervisors are being offered on Friday, June 17th: Change Management and Navigating Workplace Conflict.

KCPDC held its annual Professional Development Conference on May 25th. Eleven employees from KCKCC attended.

Employee Relations

The annual staff evaluation process is upon us. Evaluation training for supervisors will be conducted on June 24th.

Benefits

The Human Resources team explored the possibility of utilizing Ellucian's benefit enrollment module. Currently, the college uses Employee Navigator which is a third-party product. Having the ability to integrate Ellucian's benefit enrollment module will reduce manual entries and improve efficiencies. The HR team will continue to explore this option over the next couple of months to determine if transition to Ellucian benefit enrollment would be an appropriate solution for the college.

Center for Equity, Inclusion and Multicultural Engagement (CEIM)

- Dr. Reem Rasheed, coordinator, has been serving as the lead on the curriculum development process for the Multicultural week of Kids on Campus camp on July 18. Additionally, Dr. Rasheed attended an informative and valuable professional development training offered by the Cultural Intelligence Center, entitled "Developing Your Cultural Intelligence" which is a foundational course that may lead to a Train the Trainer later down the road.
- Gabriela Flores, director, met with Irene Caudillo, CEO of El Centro, to gain better understanding of her role as a new Board Member of Wyandotte Health Foundation (WHF) as well as received a more formal Board orientation from Cathy Harding, CEO of WHF.Ms. Flores also attended a professional development offering by NP Connect, entitled "BIPOC Nonprofit Professional Roundtable" led by Sidney Smith, NP Connect's new Chief Operating Officer. This roundtable event served as a very valuable discussion space to network.
- Ms. Flores delivered the Conference Opening Plenary on Friday June 3, for the 16th Annual Women of Color Leadership Conference. In addition, KCKCC hosted a delegation of 15 student leaders at the conference from both the SOL group as well as FBOE.
- The CEIM Department worked on drafting new content for the DEI webpage.

Equity and Inclusion Council:

- The Equity and Inclusion Council (EIC) held a very productive meeting on May 16, whereby 6 new members were voted on to fill current vacancies. In addition, the Council reviewed the preliminary draft of the 3-year 'Inclusive Excellence' Plan and shared their input and feedback.
- In addition to the 3-Year Plan, the CEIM team has worked to create a baseline "2021-22 Equity Report" which will share out developments and programming for the first year. The end of the report will point readers to the Inclusive Action plan, which will be available on the KCKCC website. The draft report will be shared at the June meeting with the Council members for review and feedback.

Art Gallery & Ambient Space

- The Art Gallery Coordinator, Shai Perry, and the Art Department co-hosted a table at the "3rd Friday Art Walk" in downtown KCK. Its purpose is to both advertise the upcoming art gallery exhibition but also to promote summer and fall art classes. The plan is to have a KCKCC presence at the monthly art walks through October 2022.
- Ms. Perry will also oversee the first week of camp during 'Kids on Campus' from July 11 July 15, with art focused curriculum and programming.



BOARD OF TRUSTEES REPORT

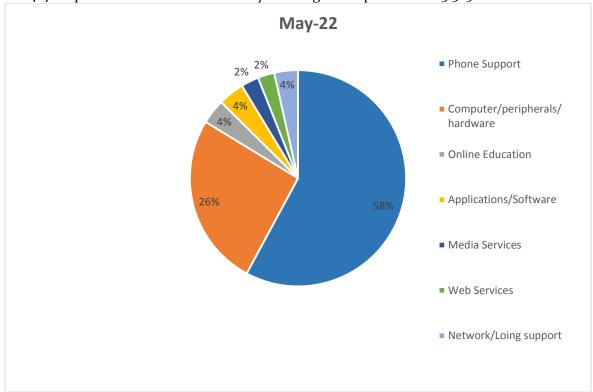
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Continued working on KnowBe4 spam interdiction program implementation
- Assisted in planning of KCKCC event at Legends
- Worked with Student Activities on calendar sharing
- Worked with Art Gallery to create online Program Books
- Participated in various college senate meetings and President's Extended Cabinet
- Attended and supported regular and special BOT meetings and Finance Committee
- Created training materials for Ellucian CMS and attended CORE meeting

COMPUTING SERVICES

- 226 tickets were issued during the month of May- 270 tickets were resolved.
- The average time spent on each ticket was 3.27 days
- 427 helpdesk calls were taken in May average time per call was 3.325 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 a virtual/hybrid Board of
 Trustees Meeting via Zoom.
 - May, 2022 Board of Trustees Meeting:
 - O Vimeo analytics: 16 views, peak viewers 4, avg time watched 35m 45s, total time watched 9h 32m https://vimeo.com/manage/videos/709685876/analytics
 - o Facebook analytics: 210 views, 5 likes, and 1 comment. https://www.facebook.com/KansasCityKansasCommunityCollege/videos/519292143230080
- Setup, streamed, and recorded the 2:00 PM Graduation Ceremony. https://www.youtube.com/watch?v=s3pc-liliqs&t=39s
- Setup, recorded, and live streamed the 7:00 PM Graduation Ceremony. https://www.youtube.com/watch?v=s3pc-liliqs&t=39s
- Setup, recorded, and live streamed Monthly Finance Committee Meeting.
- Setup and recorded Board Community Engagement Meeting

NETWORK SERVICES

- Self-Service Web App Availability 98%
- Student Recruiter Web App Availability 99%
- MyDotte Web App Availability 98%
- Email Availability for employees and students 99%
- Network Switch and Phone and Availability 98%
- Microsoft updates and security patches were installed on 167 servers.
- Upgrade of all computers to Windows 10 Version 21H2, project still in progress.
- Monthly (or as needed) computer software updates in progress: Chrome, Firefox, Java, Adobe Acrobat Reader DC, this is only a small list that comes from our Microsoft Defender Vulnerability list. The Google Chrome browser is currently being updated to version 102.0.5005.115 and Firefox to version 101.0.1
- Hyland/Preceptive Content server and software upgrades, and data migration project, new servers have been provisioned and are ready for the next step.
- Wireless survey completed and review of recommendations has completed, awaiting pricing.
- Centennial Hall, temporary network switching has arrived. Fiber installs are underway for both loops to the DataCenter and 2704 along with the fiber loop for the first system that runs to the Police Academy building.





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May 24, 2022

To the Trustees Attn: Michael Beach Kansas City, Kansas Community College 7250 State Avenue Kansas City, Kansas 66112

We are pleased to confirm our understanding of the services we are to provide for Kansas City, Kansas Community College (the "College") for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Kansas City, Kansas Community College (the as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement College's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to College's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Required supplementary information (as noted in the Kansas Municipal Audit and Accounting Guide (KMAAG)

We have also been engaged to report on supplementary information other than RSI that accompanies College's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the

financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole [in a separate written report accompanying our auditor's report on the financial statements OR in a report combined with our auditor's report on the financial statements].

1) Schedule of expenditures of federal awards.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer
 of opinion) on compliance with federal statutes, regulations, and the terms and conditions
 of federal awards that could have a direct and material effect on each major program in
 accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of
 Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost
 Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- 1. Revenue recognition
- 2. Proper allocation of expenses to federal programs.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of College's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of College's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on College's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of College in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to

evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance: (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the College; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Novak Birks, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to U.S Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Novak Birks, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the U.S. Department of Education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Bill Miller is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$47,800, plus a \$120 cyber security fee. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Trustees of the College. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the

reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The Government Auditing Standards report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to Kansas City, Kansas Community College and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Land	MAL
William	Miller, CPA, CGMA
RESPO	

This letter correctly sets forth the understanding of Kansas City, Kansas Community College.

Management signature:
Title:
Date:
Governance signature:
Title:
Date:

FY 2023 KCKCC Board Meeting Dates

Meetings are at 5:00 p.m. on the 3rd Tuesday of each month.

*Marks the exceptions.

MEETING DATES
*Thursday, July 21, 2022
*Tuesday, August 23, 2022
*Tuesday, September 20, 2022 (9:00 a.m. @ MC)
*Tuesday, October 18, 2022 (9:00 a.m. @ PCC)
Tuesday, November 15, 2022
* Tuesday, December 13, 2022
Tuesday, January 17, 2023
Tuesday, February 21, 2023
T 1 14 2000
Tuesday, March 21, 2023
*Tunaday April 10, 2022 (0:00 a ma @ TEC)
*Tuesday, April 18, 2023 (9:00 a.m. @ TEC)
Tuesday May 16, 2022
Tuesday, May 16, 2023
Tuesday June 20, 2022
Tuesday, June 20, 2023