



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
Tuesday, April 18, 2023 – 8:00 A.M.**

Meeting Location: Hybrid – KCKCC-Technical Education Center (Room AA101) and Zoom Meeting

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Informational:**
 - FY2024 Preliminary Budget Considerations. Presented by Dr. Greg Mosier.
4. **Executive Session(s):**
 - 1) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (15-minute duration). Open session will take place in Room AA101 and in the virtual meeting room.
 - 2) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (10-minute duration). Open session will take place in Room AA101 and in the virtual meeting room.
 - 3) Executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session (7-minute duration). Open session will take place in Room AA101 and in the virtual meeting room.
5. **Adjournment**



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**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, April 18, 2023 – 9:00 A.M.**

Meeting Location: Hybrid – KCKCC-Technical Education Center (Room AA101) 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: None scheduled.
7. Communications:
 - Introduction of Dr. Scott Balog, Executive Vice President. Presented by Dr. Greg Mosier.
8. Board Committee Reports
9. Consent Agenda:
 - (Item A) - Approval of Minutes of the March 21, 2023 Meeting
 - (Item A1) - Approval of Minutes of the March 21, 2023 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** – Mr. Andrew Guevara-Alatorre, Student Senate President

11. **President's Report** – Dr. Greg Mosier
12. **Vice President Academic Affairs Report** – Mr. Jerry Pope
13. **Vice President Student Affairs and Enrollment Management Report** – Dr. Chris Meiers
14. **Chief Marketing and Institutional Image Officer Report** – Ms. Kristy Green
15. **Chief Financial Officer Report** – Dr. Shelley Kneuvean
16. **Chief Human Resources Officer Report** – Ms. Christina McGee
17. **Chief Information Officer Report** – Mr. Peter Gabriel
18. **Unfinished Business:** None scheduled.
19. **New Business:**
 - Approval of KCKCC Policies. Presented by Trustee Linda Hoskins Sutton.
 - Bereavement Leave (Policy: 5.13)
 - Medical Emergency Leave (Policy 5.14)
 - Shared Leave (Policy 5.17 and Procedure 5.17A)
 - Approval of FY2023 Master Contract Between The Board of Trustees Kansas City Kansas Community College and the Faculty Association of KNEA Kansas City Kansas Community College. Presented by Mr. Jerry Pope.
 - Approval of Alcohol Resolution for Wyandotte Economic Development Council's Quarterly Meeting. Presented by Dr. Greg Mosier.
20. **Adjournment**

Next Meeting of the Board of Trustees:
Tuesday, May 16, 2023 - 5:00 p.m.
Hybrid Meeting (KCKCC – Main Campus & Zoom Virtual Meeting Room)



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KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, March 21, 2023 – 5:00 P.M.

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairwoman Evelyn Criswell called the meeting to order at 5:01 p.m. in Upper Jewell Lounge at KCKCC-Main Campus and in the KCKCC Zoom meeting platform on Tuesday, March 21, 2023. The Pledge of Allegiance was led by Trustee Ash.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Brad Isnard, Mr. Donald Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton.
4. **Approval of Agenda:** Chair Criswell called for a motion to amend the agenda for two items: 1) To include approval of the president's contract and 2) To enter into an executive session at the end of the regular board of trustees meeting to discuss personnel matters of nonelected personnel for an 8-minute duration. Vice Chair Isnard made the motion. Trustee Brown seconded the motion. **The Motion Carried.** Dr. Mosier asked if Chair Criswell would like the placement of the first agenda change to be after item #9 Consent Agenda. Chair Criswell agreed.
5. **Audience to Patrons and Petitioners:** Chair Criswell invited patrons or petitioners to address the Board. There were no patrons or petitioners online or in the meeting room.
6. **Recognitions/Presentations:** Chair Criswell invited Dr. Chris Meiers to present the Student Affairs Division Annual Update.
 - Dr. Meiers presented the annual update as shared in the Board meeting book.

Dr. Meiers asked for questions from the Board. The Board stated the report was great. Dr. Mosier gave thanks to all in the division. Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

7. **Communications:** Chair Criswell invited Dr. Mosier to communicate the Notice of Intent to Negotiate with Professional Employees. Dr. Mosier stated this is a reminder that this is the time of year that we exchange letters with our faculty group with our intent to negotiate for the coming year. Current negotiations hopefully will be finalized very soon or we will continue to negotiate from all the great work that has been done to date and then move forward. Negotiation letters will be exchanged by March 30th. Hearing no questions, Chair Criswell called for a motion to accept the communication. Vice Chair Isnard made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

8. **Board Committee Reports:** Chair Criswell invited the Board Committees to report.

- On behalf of the Board Finance Committee (BFC), Vice Chair Isnard, Chair of the BFC, reported the College continues to manage its financial resources very well. We will notice a decrease in our overall net position this month due to expenses versus revenue. The burn rate is a little higher than average but it is still on track for our budget. There are a few changes in the financial reports that will help us better understand changes month to month. Questions were raised regarding the Design Mechanical payments on the recommendations list and there was discussion of the strategies that the College is employing to fill two vacant HVAC positions to help with that. Contacts were shared between USD 500 and the College for investment of idle funds to create better competition going forward and to have better rates on our investments in the future.

Hearing no questions, Chair Criswell called for a motion to accept the report. Trustee Ash made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, announced the committee will report later in the meeting.
- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown, Chair of the BCEC, reported the BCEC has been steadily working and meeting. The committee is excited about the opportunity to work with the school district. The BCEC plans to attend the Leadership 2000 meeting on May 10th where they will train individuals to serve on boards. The BCEC asked for Trustee members to submit items the BCEC should pursue as a committee and that can be used throughout the community. The BCEC is excited about the downtown center and is planning to work with Livable Neighborhoods to ensure people continue to be aware of what is going on downtown. This will help with recruitment and helping people benefit from the downtown activities. The Wyandotte County Ethnic Festival plans are going well. The BCEC wants to work with the Student Senate and will contact the leaders so they can be involved in our community.

Hearing no questions, Chair Criswell called for a motion to accept the report. Trustee Hoskins Sutton made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

- As the Association of Community College Trustees (ACCT) Delegate and as the Kansas Association of Community College Trustees (KACCT) Delegate, Trustee Ash reported legislature is in session. Dr. Mosier has been doing a good job funneling us to legislative

updates, please ask questions if you have any. It is an interesting session. The next event is the PTK celebration and quarterly meeting in Junction City on Friday, April 14th. There are no updates for ACCT.

Hearing no questions, Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Vice Chair Isnard seconded the motion. The Motion Carried.

9. **Consent Agenda:** Chair Criswell called for a motion to approve the Consent Agenda. Trustee Ash made the motion. Trustee Hoskins Sutton seconded the motion. The Motion Carried.

Chair Criswell continued with the additional agenda item of approving the president's contract. Hearing no questions or comments, Chair Criswell called for a motion to approve the president's contract. Trustee Daniels motioned for the approval of the president's contract July 1, 2023, through June 30, 2026. Trustee Brown seconded the motion. The Motion Carried. [The correction of the start date is mentioned later in this meeting in Item #18 Unfinished Business.]

Chair Criswell gave congratulations to Dr. Mosier. Dr. Mosier thanked everyone, gave appreciation and shared he loves the work.

10. **Student Senate Report:** Chair Criswell called for the Student Senate report. Mr. Andrew Guevara-Alatorre, Student Senate President reported the following –

- Budget proposal forms were sent to our clubs to propose a budget for potential speakers, travel opportunities and club hosted events. Clubs may attend one of two dates to defend those budgets. On Tuesday, April 11th, from 12:00 to 5:00 PM, the student center will review our notes and make budgets for those clubs for the upcoming school year.

Student Senate applications opened yesterday and will be sent to all students to sign up for Student Senate next year. Students will be able to campaign from April 1st through the 30th and we will host our elections electronically from May 1st to May 5th.

Upcoming events: we have two more Student Senate meetings this semester, one this Friday and then April 7th. Also, on April 7th we will have the Student Senate/President's Cabinet shadow day and an Easter celebration at TEC from 5:30 to 7:30 p.m., including crafts, games, activities, coloring contests and more.

The current school song was written in 1925. Due to so many great changes happening at the College, a new school song would complement the direction we are all going. Mr. Guevara-Alatorre shared a sample of a potential new school song. In April, Mr. Guevara-Alatorre will sing as tenor and bring choir members to sing along.

The Board enjoyed the song. Trustee Ash moved to accept the report. Trustee Hoskins Sutton seconded the motion. The Motion Carried.

11. **President's Report:** Chair Criswell called for the President's report. Dr. Greg Mosier reported the following –

- Happy Spring and we are really glad to have the students back on campus this week. Per the request of the Board Community Engagement Committee, Dr. Mosier shared a packet of information regarding the downtown project, and additionally included a draft update that includes the identified timeline. We have our owners' representative. This week the contract with the architectural firm will be finalized and we start programming next week on the interior space needs and physical feat to get all permits approved and working with the unified government start demolition in June and construction in November with a substantially complete date of June 15, 2025.

COVID update: We had a slight uptick in COVID cases, with the community and the country seeing that as well. In the last two weeks, we had a total of 13 incidents with employees, 11 positive and 2 close contacts. Those are groups that were working closely together. Reminder information was shared with the employees and students about precautions to take. The students returning from spring break, have reported 3 positive cases to the nurse's office.

Yesterday we received terrific news about our emergency medical services and our paramedic program and the letter from the Commission on Accreditation of Allied Health Educational Programs (CAAHEP). Our program was visited earlier this year and yesterday we received notice of continuing accreditation through 2028. Great job by Jeff Smith and that whole area.

Notification was received from the Hispanic Development Fund, who we sponsor scholarships through. They had 417 applicants this year for high school seniors, and 33 of those applicants identified KCKCC as their number one choice. We're the 4th top choice for all the community colleges, colleges and universities within the Metro KC area – this is up from last year.

Upcoming is the PTK luncheon event and the KACCT meeting. Our PTK award recipients, are [Taylor] Cackler, Elizabeth Grosko and Cooper J. McWilliams and will be joined by family. Additional attendees are Dr. Tucker, Dr. Meiers, Mr. Pope, Dean Brewer and Dr. Mosier.

The President's Cabinet and Student Senate shadow day is on Friday, April 7th. The schedule includes a large group session, one-on-one sessions to discuss daily schedules and special projects throughout the year, a tour of the downtown site including discussions of the importance to the community, a group lunch, the policy review process and then join our Student Senate peers at their meeting.

The KCKCC Hall of Fame event is April 21st, 11:30 to 1:00 p.m. Our fundraising goal this year is \$125,000. It is our only fundraising event specifically for student scholarships. Please reach out to the Foundation office if interested in attending. We have reached a little over 50% of the goal at \$66,000.

Project Big House has been announced as Marvin Windows. Two weeks ago, Dr. Mosier

spoke on behalf of Marvin Windows at the Unified Government (UG) Economic Development and Finance Subcommittee regarding building the facility in the County. It was passed by the subcommittee; it will go to the full Commission on the 30th for a vote for industrial revenue bonds. It is a \$90 million project and, when it's fully operational, will employ 600 people. As soon as that first building is done, the plan is to start a second building - another \$90 million and another 600 jobs for Wyandotte County. There are plans for one more facility after that but a location has not been identified. This is a third-generation family-owned business that is really engaged with their communities. They are moving from northern Minnesota into Kansas City. We are working with them on curriculum development for their needs. We have a meeting tomorrow with the executives of the organizations and a meeting on the 30th where we will host the Marvin team for lunch and take a tour of TEC with Vice President Pope and interim Dean Ashley Irvin. We will then support them again at their UG meeting that evening.

Continuing with the topic of workforce and economic development, Dr. Mosier reminded all of the Governor's announcement of EMP Shield, a semiconductor company looking to expand south of Topeka. This is a \$2 billion project. Dr. Mosier made connections with the CEO of another company looking to start a semiconductor ecosystem in our area. This is a 10-company consortium, \$7 billion project and was announced under its project code name last week at the Economic Development Council. This will be up to 5,000 employees when it is fully running, not including the subsidiary companies that provide materials to this ecosystem. The technician jobs are averaging around \$80,000 per year. We are helping with their Chips Act proposal for workforce development on their application. KCKCC will be the lead for the semiconductor ecosystem or nanotechnologies. Along with the presidents of the other colleges we have created the Kansas City Metro Nanotechnology Manufacturing Collaborative. We are working with our three community colleges with Donnelly College and the high schools within the marked region, the nine counties of the KC Metro area to make a fully engulfed, vertically integrated workforce development plan for this company and its group of companies.

Downtown project: We have our owners' representative and our architects. With the timeline created, a draft monthly expenditure report has been created minus information we are still trying to gain on construction. We have \$12 million in the State higher education line item, need to determine the spending deadline of June 30, 2024, or December 30, 2024. On either date, an extension will need to be requested, in coordination with Heather Morgan (KACCT), legislators and Lieutenant Governor Toland, because we have to spend the \$24 million during that time. The State does not want us to lose out on the money that will be for such a great project. Met with a construction general contractor today to help build some demolition timing, cost, site work, footers and foundation work. Our 2024 community project funding request was submitted by Representative LaTurner on our behalf. We asked for \$2,998,470 for the equipment, technology, offices for support staff for dual enrollment for our high school students obtaining Gen Eds for construction and automation engineering, also for ESL, GED, administrative office professional, biomanufacturing and associate of science transfer degrees.

Dr. Scott Balog, KCKCC's new Executive Vice President starts April 12th with full schedule of the quarterly meeting for the Economic Development Council that night, some Chamber events on Thursday and on Friday attending the KACCT event in Junction City. He has a lot of experience in the workforce development and economic development realm, so he will be really helpful to help finish some of these projects.

Final reminder, if you need to order your regalia, it is due this week.

Dr. Mosier asked for questions from the Board.

Hearing none, Chair Criswell called for a motion to accept the report. Vice Chair Isnard made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

12. **Vice President Academic Affairs Report:** Chair Criswell called for the Vice President of Academic Affairs report. Mr. Jerry Pope reported the following –

- On February 28th, the Writing Club hosted a Black History Month Read In. This is a groundbreaking effort to encourage communities to read together, centering around African American books and authors. Kudos to the Learning Commons and the Learning Center for their work during Black History Month.

The Office of Assessment is continuing our professional development for faculty with discussion of effective rubrics. There has been really good participation.

The virtual artist exhibition, “Holler If You See Me Black At Appalachia” runs through March 31st and will have a closing reception. There are new displays in the display cases in Lower Jewell across from Blue’s Cabinet.

In career and technical education, there was an open house for the automation engineering technology program attended by staff, faculty and community members. There was a good meeting today with K-State Olathe about a Bachelor of Science in engineering technology and creating a pathway between our new electronics program in Dr. Kremer's division and the automation engineering program.

The culinary arts team participated in the high school culinary competition and was a gold medal winner, congratulations to them.

The welding technology and HVAC students and instructors were invited to the pipe fitter’s local union to tour its training facility. It is good we are continuing to build those partnerships in the community.

The health professions division is hosting a recruitment event for nursing. A post-pandemic challenge is that the number of students wanting to enter the health professions field has declined, but we anticipate that is on an upward trend. There will be students and faculty at this open house to discuss health care professions.

We obtained Perkins funding to purchase Nurse Tim Clinical Judgment Simulation resources.

Congratulations to Frankie Davis who attained her Certified Academic Clinic Nurse Educator.

Congratulations to Dr. Deanne Yates, in Physical Therapists Assistants (PTA), she is participating on a national task force. In the PTA program, our applications are more than twice what they were last year and we are accepting applications for a few more weeks.

Biomanufacturing has new labs in the social behavioral science hallway. Biomanufacturing is now 100% located here. Students come from USD 500 to that program.

We received a grant for over \$700,000 which will be used for scholarships for biology students. Congratulations to those who worked on that grant.

An astronomy instructor is in Namibia, Africa and is at the Great Sand Sea. This is a “Dark-Sky” Heritage Site, gathering information for our online astronomy students.

Dr. Ishfaq Ahmed and the biomanufacturing program hosted a meeting with some industry partners.

Dr. Andres Cantillo, professor of economics, now has a term in the Dictionary of Ecological Economics. Congratulations to him.

Congratulations to Dr. Jelena Ozegovic, who is the recipient of the 2023 NISOD Excellence Award. Dr. Ozegovic is a professor in the psychology department and, most notably, has done extracurricular work in our Learning Spaces Task Force.

Mr. Pope asked for questions from the Board.

Trustee Hoskins Sutton noticed in the career technical education, student Perry Tilghman is completing the building engineering maintenance technology program and his GED at the same time and thought how encouraging that can be for students to realize they can do both. Congratulations to Perry Tilghman. Trustee Hoskins Sutton questioned if we are communicating this to students. Mr. Pope will communicate that information. Dr. Mosier explained that is part of our A-OK program with additional funding by the state that students can be eligible for to do their GED and a technical program at the same time.

Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Trustee Daniels seconded the motion. **The Motion Carried.**

13. **Vice President Student Affairs and Enrollment Management Report:** Chair Criswell called for the Vice President of Student Affairs and Enrollment Management report. Dr. Chris Meiers reported the following –

- Our Career and Transfer Fair is April 12th from 10:00 a.m. to 1:00 p.m. As of now we have 152 potential employers and colleges participating. We shifted this year, instead of having

the transfer fair with the graduation fair, to better align with starting the graduation activities and we moved to the field house. We are having a tremendous response. If you have businesses or groups that are interested in participating, please get that information to Sheryl.

The Director of Athletics is now official. Dr. Meiers acknowledged Shawn Uhlenhake, Head Women's Soccer Coach, and Mary Bruno-Ballou, Head Women's Volleyball Coach, who have been helping out with the interim athletic duties and doing tremendous work.

In terms of improving our compliance and overall process in financial aid, we have secured our arrangement with NAFSA, which is the National Association for Student Financial Aid administrators, for them to come and do a peer review in September of compliance, operations, improvements and how it can support the enrollment management plans.

Enrollment begins April 1st. We are working diligently to complete all the activities. One thing we are doing this year is sending a postcard to all current students reminding them enrollment starts on April 1st, encouraging them to make an advising appointment and to enroll early. We will monitor this to see how it shifts our enrollment patterns.

The Department of Veterans Administration did their periodic review of our veterans' center and found no issues.

At Pioneer Career Center there is reference of a student who is part of the United States Disciplinary Barracks, one of our graduates, who has done some publications around math education. His name is purposely omitted from the report, but there is some tremendous work that is being done through the staff that works at the Pioneer Career Center with those disciplinary barracks.

We are feverishly working on graduation planning for May 18th. We are maintaining the RSVP ticketing process for students like last year. It is a good measure to track attendance regarding capacity issues. Also USD 500 has worked out an arrangement with the College to have their commencement ceremonies shortly after ours. We will be doing a lot of cleanup in the evening to turn that over. We will meet with USD 500 very soon to work through some of those logistics.

This Thursday we are having a student safety walk with Student Senate, staff from student housing, Dr. Kneuvean and the Chief of Police. We will be going out around dusk time to start looking at safety presence and working with our student senators more on helping develop a safe and welcoming environment.

Dr. Meiers asked for questions from the Board.

Trustee Daniels mentioned enrollment on main campus continues to go up but we have had four Springs in a row where those numbers have dropped at TEC. That must be a reflection of the job market. Dr. Meiers answered our low unemployment in the County does contribute to that. Dr.

Mosier has asked me to work with Jerry and others to determine where we are missing those opportunities and to determine if it is more of a demand or capacity issue. We want to prioritize how we can meet those needs in our enrollment management plan. Population growth and unemployment rates are opportunities for us to capitalize on. We fill good jobs from our programs. This relates to also making sure we show the value of getting your credentials, start working and you can keep getting micro credentials. We can do branding to show that the level of time you put into investing in education will pay off in the long run.

Dr. Mosier mentioned we are looking to expand our offerings through apprenticeship, a learn-and-earn model. This allows students to be at work and come to school - earn their degree and earn money at the same time. The State is investing in the apprenticeship model through the Department of Commerce. We are updating our paperwork as a school offered apprenticeship program and we will be looking to expand. Dr. Meiers added it is also an equity and inclusion measure as those type of programs better serve underrepresented populations because it gives individuals balance of sustaining themselves while they go to school.

Trustee Hoskins Sutton noticed processes being developed in the enrollment management information systems area and shared it is a good idea. At the ACCT National Congress conference, it was mentioned to collect as much information as possible from a student through the admissions process to put students in the right direction and to lessen stress on students. Trustee Hoskins Sutton also mentioned the registrar's no show, never attended activity of 283 no shows reported with final grades and 21 reinstated. Trustee Hoskins Sutton questioned if this was for the midterm that just ended and if so, it seems high. Dr. Meiers explained it is high and Registrar Theresa Holliday has mentioned this and some improvements in the instructions we give to instructors and how to enter midterm grades in this system. What gets measured, gets attention. It is critical that we collect as much information as we can so we can make informed decisions.

Chair Criswell called for a motion to accept the report. Trustee Ash made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

14. **Chief Marketing and Institutional Image Officer Report:** Chair Criswell called for the Chief Marketing and Institutional Image Office report. On behalf of Ms. Kristy Green, Chief Marketing and Institutional Image Officer, Ms. Kelly Rogge, Public Information Manager, reported the following –
- Ms. Green continued with the strategic planning process. This month, she led the Strategic Plan Steering Committee to prioritize initiatives and facilitated a workshop with Cabinet to begin finalizing plan initiatives. She has one more session with Cabinet later this month and a final draft should be ready for college review in April.

Ms. Green worked with purchasing to create a new request for proposal for additional advertising service.

Ms. Green worked with Institutional Effectiveness to determine the success rate of the current digital advertising strategy. For spring 2023, KCKCC received 967 email leads. Of

those, 174 students applied and 69 students enrolled for Spring. This is about \$90,000 in revenue for this semester.

Marketing completed a campaign for the second 8-week enrollment by sending postcards to homes. Flyers and table tents are also now on campus promoting 8-week enrollments.

The marketing team helped Foundation with Hall of Fame marketing and creating award recognition videos.

Our team has completed a number of design, website and printing assignments over the last month and social media continues to perform well. February is traditionally a lower impact month for social media and website engagement as it is a lower enrollment focused month.

Chair Criswell mentioned it is interesting that Marketing is working with Institutional Effectiveness to determine the success rate of the digital marketing – this is a good idea and those numbers are important to understand. Chair Criswell would like to understand how much we spend for a campaign like this. Ms. Rogge answered Ms. Green can provide the information.

Trustee Hoskins Sutton is glad to see the tracking and would like a determination if we are getting additional benefit from that one campaign - additional students eventually applying for Summer or Fall. Ms. Rogge answered she will follow up with Ms. Green to get that information.

Dr. Mosier answered as we are doing newer strategies, and one of the things really pushed was the postcard mailings, there is a code on there so we know whether the student responded to the postcard or the email and it can be tracked by working with Institutional Effectiveness and Dr. Meiers and his area. Those student ID numbers can be tracked into future semesters. The answer is yes, and they are already working on it. It helps provide a picture, but it's not an exact science. Chair Criswell commented it is interesting because 3 or 4 years ago the same question was asked and now we are starting to get the statistics. It is good to see we are pushing forward on this and it is greatly appreciated as well.

Trustee Daniels motioned to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

15. **Chief Financial Officer Report:** Chair Criswell called for the Chief Financial Officer report. Dr. Shelley Kneuvean reported the following –

- Vice Chair Isnard did an excellent job giving an update and it is appreciated; it is a very good collaboration we have with the Finance Committee. We have modified our financial summary to include a month-to-month comparison. This gives a direct comparison. The first part of that report, the table at the top is the summary of net position - all of our assets and all of our liabilities. The second table is a snapshot of our budget for the year and it is our revenue versus our expenses. The number is net revenue.

We had a little higher burn rate this month, there are a couple times a year where this happens where we get a big influx of financial aid and then we disperse that financial aid. Some of it's not exact dollar to dollar because there are timing issues. This higher burn rate is not from an operational perspective. The burn rate on our report is the average for all of the months.

We had implemented ACH and in the report is how that process works, how the money gets from the College to the vendor and to their bank account and what securities are in place for that. It is being really well received and is saving us an enormous amount of time printing checks, putting the checks in envelopes and paying postage. Information Services was a big help in that regard.

We are in the process of starting to spend some of the earmarks money. For the automated engineering technology program, our first two big pieces of equipment were bid out and we have the bids back. They are being reviewed by the department and will be on next month's report.

The budget process continues. We are in the internal process right now and had our budget hearings with our President's Extended Cabinet where the departments came and presented their operating budget request and any changes. From the shared governance perspective, it gave input opportunity, questions and answers and dialogue. Next month strategic asks, which are the one-time requests for something specific, will be reviewed and prioritized by Extended Cabinet, then Dr. Mosier and Cabinet and eventually presented to the Board. We are also working on revenue projections.

In facilities, two meaningful projects were highlighted in the report. Working with Dr. Kremer, a space that was used primarily for storage was turned into storage, eventually a biology lab and also the relocation of a classroom that was down the hall to provide adjacent space that will be utilized for the Police Department to store their weapons securely, their uniforms, their change of clothes. The room was done by our own staff and it is high quality work.

The final project to highlight was to improve accessibility to the trail as a tremendous amount of public that use our trail, use our facilities. There is now a curb cut for wheelchair access as an effort to make our campus more physically accessible. This is something we have an eye to at all of our locations, not just our main campus.

The Police Department is making headway on hiring folks. One hire is out of the Academy and we hired another that is off to Academy.

Trustee Hoskins Sutton gave appreciation for the curbs on campus.

Trustee Daniels motioned 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 reported the following –

- We have hired our new Talent Acquisition and Employment Coordinator. We hired an internal candidate in HR, Yoel Tekle, He has experience of the full lifecycle of the recruitment process and also internal experience. We have started kicking off what our recruitment efforts are going to be, how we're going to divide out that work and working on what our plans are going forward, specifically focusing on recruitment for our open positions.

We have the Director of Diversity, Equity and Inclusion position and the search committee is in the second stage of interviews within the next week.

In our Center for Equity, Inclusion and Multicultural Engagement, this is the first year the College hosted KC Biz Fest, it was successful. We assisted in that with a total of 25 students participating, but 67 students graduated from their program.

We are in the process of planning the employee recognition luncheon on May 5th. We will send invites once we finalize additional information.

We continue to push out professional development trainings each month with two this month. Our Talent Development Manager is great about connecting with employees and utilizing the skills and expertise they have to bring some of these trainings and sessions to our employees. We have them scheduled for each month throughout the year.

Regarding remote work, in the packet it says 32 employees, but now we are up to 41 employees that have been approved for work from home. We continue to get good feedback about the procedure and have not received any complaints or concerns from supervisors regarding the procedure.

Trustee Daniels asked for confirmation that the positions have started the remote work. Ms. McGee confirmed employees are doing the remote work now. Dr. Mosier clarified it is for one or two days per week.

Trustee Daniels questioned if the Athletic Director position was hired too late to be reported on this month's report. Ms. McGee confirmed it was too late.

Trustee Hoskins Sutton gave congratulations to Yoel and thanked Ms. McGee for changing the report to a breakdown for the open positions.

Chair Criswell called for a motion to accept the report. Trustee Ash made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

17. **Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel reported the following –

- On March 6th, we rolled out a new help desk/asset management system. Thanks to

everyone that worked to get it ready, those that continue to work on it to make some changes to it. The mobile app on this new system is much better than the old version. We provided a shortcut on desktops to every machine, every computer that we have on campus to make it easier for people to put in tickets.

We are making progress on replacing our wireless access points. Everything indoors has been replaced, we have a few outdoor ones that need to be replaced and the indoor ones that are above the gym floor. This process and moving to this new system provided visibility. We have roughly 300 access points and have noticed with this new dashboard system the health of the whole wireless infrastructure. Main campus, began with 13 access points that were connecting at 1/10th of the speed that they should due to the wire that connects to it, the connector that connects to that wire or the wire that runs through the building to get back to the switch. The network services team is working on that. We are down to under 10, making some changes and figuring out which ones we need to run a new drop to.

Mr. Gabriel and the Network Services team meet with our Cisco representative on a monthly basis now and to discuss the services and/or hardware we have with Cisco and to make sure that we're using them properly or effectively. We have a number of products from firewalls to other pieces of software. We have upgraded some pieces of our firewall. We have a new DNS security software that we are going to roll out to all of our machines that helps protect them even when they leave our network. We are also moving our Authentication of our VPN client over to our SAML authentication or our single sign-on that we use for all of our other products, which allows us to put in the two-factor authentication behind the connection of the VPN client. We have been introduced to Cisco's Secure X - a dashboard that you can tie in all of your system Cisco software and devices to for alerts or issues instead of logging into six or eight different software pieces. The meetings are scheduled every month for the next six months. Depending on the product, we have another meeting after that with subject matter experts to do a best practice or a health check on that environment and we come away with a list of things that we can change or do to improve our security.

Chair Criswell commented that the monthly meeting with Cisco is a good idea, because Information Services are going the extra mile and it will pay off in the long run.

Trustee Daniels motioned to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

18. **Unfinished Business:** Chair Criswell called for the 2023 Annual Calendar of Presentations to the Board. Chair Criswell commented how wonderful this document is because it provides everything all in one picture. Dr. Greg Mosier presented the following –
- This document was presented at the previous meeting as a draft, received some very good comments about shifting months of some of the items. We have made those adjustments and this is the final calendar. These items will be transferred into the Board handbook in the calendar list form. We have a full calendar for the year.

Trustee Ash mentioned the PTK meeting is listed in March yet this year it is in April. Dr. Mosier will clarify the date.

Chair Criswell called for a motion to approve the 2023 Annual Calendar of Presentations to the Board. Trustee Brown made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

Trustee Daniels announced the earlier motion to approve Dr. Mosier's contract date was wrong in Item #9 Consent Agenda. Mr. Greg Goheen advised the correct date may be corrected in the minutes, a motion is not needed.

19. New Business:

- Chair Criswell called for the presentation of KCKCC Policies. Trustee Linda Hoskins Sutton presented the following policies for approval –
 - We have two policies for approval: College Investments (Policy: 1.19) and Student Records Hold (Policy: 3.10). Trustee Hoskins Sutton asked for discussions or questions.

On behalf of the Board Finance Committee, Vice Chair Isnard gave appreciation for the opportunity to review the process and is happy with what was presented.

Trustee Hoskins Sutton commented on the Student Records Hold having some amounts listed and proposed, with credit to Dr. Daniels, possibly adding this to the reports presented to the Board starting in December of next year as an annual report. We want to make sure we stay in compliance with the veterans 85/15 rule.

Chair Criswell agreed that is a great idea to have an understanding if this policy is effective or not. Trustee Daniels motioned to approve the policies. Trustee Brown seconded the motion. **The Motion Carried.**

- Chair Criswell invited Dr. Mosier to present the Alcohol Resolution for The Military Affairs Council Social with the Leavenworth Lansing Chamber of Commerce.
 - Dr. Mosier read the resolution as posted in the Board meeting packet.

Trustee Ash motioned to approve the resolution. Vice Chair Isnard seconded the motion. **The Motion Carried.**

- Chair Criswell invited Dr. Mosier to present the Alcohol Resolution for KCK Women's Chamber Foundation.
 - Dr. Mosier read the resolution as posted in the Board meeting packet.

Trustee Hoskins Sutton motioned to approve the resolution. Trustee Brown seconded the motion. **The Motion Carried.**

Chair Criswell called for a motion to enter a fifth executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session for an 8-minute duration. All action would take place in Upper Jewell Lounge and in the virtual meeting room. Vice Chair Isnard made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

The Board was allowed time to travel to the special meeting room. The Board entered the fifth executive session in Room 3397 and in the virtual meeting room at 6:49 p.m. The Board returned to open session at 6:57 p.m.

The Board was allowed time to travel to Upper Jewell Lounge.

At 7:02 p.m., Chair Criswell returned the meeting to open session. No action was taken for the executive session.

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

The meeting adjourned at 7:02 p.m.

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
Tuesday, March 21, 2023 – 4:00 P.M.

CONSENT AGENDA – Item A1
Meeting Minutes

1. **Call to Order:** Chairwoman Evelyn Criswell called the meeting to order at 4:02 p.m. in Upper Jewell Lounge at KCKCC-Main Campus and in the KCKCC Zoom meeting platform on Tuesday, March 21, 2023.
2. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Brad Isnard, Mr. Don Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton.

They were joined by Dr. Greg Mosier, President, and Mr. Greg Goheen, College Attorney.

3. **Executive Session(s):** Chair Criswell announced a fifth executive session needs to be added to discuss personnel matters of nonelected personnel for a duration of 8-minutes and called for a motion. Vice Chair Isnard made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

Chair Criswell announced there will be five (5) executive sessions. Chair Criswell called for a motion to enter the first executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session for a 15-minute duration. Open session will take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Brune made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

The Board was allowed time to travel to the special meeting room.

The Board entered the first executive session in Room 3397 and in the virtual meeting room at 4:05 p.m. The Board returned to open session at 4:20 p.m. Chair Criswell called for a motion to extend the first executive session for a 3-minute duration. Trustee Brown made the motion. Trustee Daniels seconded the motion. **The Motion Carried.**

At 4:21 p.m., the Board returned to the executive session. The Board ended the first executive session at 4:24 p.m.

Returning to the open session, Chair Criswell called for a motion to enter a second executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session for a 10-minute duration. All action would take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Hoskins Sutton made the motion. Vice Chair Isnard seconded the motion. **The Motion Carried.**

The second executive session began at 4:25 p.m. The Board ended the second executive session at 4:35 p.m.

Returning to the open session, Chair Criswell called for a motion to enter a third executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session for a 5-minute duration. All action would take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Brown made the motion. Trustee Daniels seconded the motion. **The Motion Carried.**

The third executive session began at 4:36 p.m. The Board returned to open session at 4:41 p.m. Chair Criswell called for a motion to extend the third executive session for a 5-minute duration. Trustee Ash made the motion. Trustee Daniels seconded the motion. **The Motion Carried.**

At 4:42 p.m., the Board returned to the executive session. The Board ended the third executive session at 4:47 p.m.

Returning to the open session, Chair Criswell called for a motion to enter a fourth executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session for a 5-minute duration. All action would take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Daniels made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

The fourth executive session began at 4:48 p.m. The Board ended the fourth executive session at 4:53 p.m.

Due to time, the Board will have the fifth executive session at the end of the regular Board meeting.

The Board was allowed time to travel to Upper Jewell Lounge.

At 5:01 p.m., Chair Criswell returned the meeting to open session. No action was taken for the executive sessions.

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

The meeting adjourned at 5:01 p.m.

ATTEST:

Chairperson, Ms. Evelyn Criswell

Secretary, Dr. Greg Mosier

Recommendations for Payment

CONSENT AGENDA – Item B

April 18, 2023

- 1) Approval in the amount of **\$30,000.00** to **Blue Icon Advisors LLC** for advising in Financial Aid. Request by Chris Meiers. Funding Source – Financial Aid: Contractual Expense.
- 2) Approval in the amount of **\$108,912.00** to **Shawnee Mission Ford** for two-2023 Ford Utility PI AWD Hybrid's to replace fleet police vehicles. Requested by Shelley Kneuvean. Funding Source – Campus Police: Equip Capitalized over \$5,000.
- 3) Approval in the amount of **\$54,150.00** to **New Tec Inc.** for a 4WD Boom Lift for the Construction Program. Requested by Jerry Pope. Funding Source – Const Tech: Equipment Capitalized over \$5,000.00.
- 4) Approval in the amount of **\$49,780.00** to **Blacktop Paving Maintenance, Inc.** for sidewalk replacement; east from Delaware Drive to Wellness Center. Requested by Shelley Kneuvean. Funding Source – Streets and Lots: Supplies and Expense.
- 5) Approval in the amount of **\$210,568.20** to **Logic Inc.** for the Fluid Hydraulic Trainers. Four units' total. Bid No. 23-003. Equipment for the AET program. Requested by Shelley Kneuvean. Funding Source – AET Grant: Equip Capitalized over \$5,000.
- 6) Approval in the amount of **\$110,308.26** to **Aidex Corporation** for the Collaborative Robots (Cobots). Bid No. 23-004. Equipment for the AET program. Requested by Shelley Kneuvean. Funding Source – AET Grant: Equip Capitalized over \$5,000.

March bills totaling \$5,163,119.21 includes February VISA bills of \$238,118.95.

Items for Ratification

CONSENT AGENDA – Item C

April 18, 2023

- 1) **\$20,307.00** to **Treanor Architects** for professional services for Facilities Master Plan. Requested by Shelley Kneuvean. Funding Source – Finance & Administration: Facility Master Plan.
- 2) **\$24,540.00** to **Kaplan Higher Education Co** for test prep software for RN/PN students. Requested by Jerry Pope. Funding Source – Nursing: Course Related Expense.
- 3) **\$22,766.98** to **NurseTim Inc.** for a NurseThink Bundle software for the RN program. Requested by Jerry Pope. Funding Source – Perkins Grant: Program improvement.
- 4) **\$10,624.50** to **Titan Environmental Services, Inc.** for the boardroom asbestos abatement. Requested by Shelley Kneuvean. Funding Source - Executive Board Room Remodel: Repair and Remodel.
- 5) **\$13,479.14** to **Godfrey's Indoor Shooting and Archery Ranges, LLC** for uniforms for Campus Police officers. Requested by Shelley Kneuvean. Funding Source – Campus Police: Uniforms.
- 6) **\$10,375.00** to **Village Travel** for the first half cost of the Upward Bound Summer trip to Orlando, FL. Requested by Chris Meiers. Funding Source – Upward Bound Grant: Student Travel.



HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D

April 18, 2023

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Resignation	Roland, Cameron	Sergeant	College Police	Financial & Facility Services	04/12/2023
Resignation	Woods, Angel	Assistant Coach	Athletics	Student Affairs and Enrollment Management	04/07/2023
Retirement	Bautista, Mary	Assistant Professor	Nursing	Academic Affairs	06/01/2023
Retirement	Brandt, John	Assistant Professor	Multimedia Video Production	Academic Affairs	06/30/2023
Retirement	Jones, Tammie	Assistant Professor	Respiratory Therapy	Academic Affairs	06/30/2023
Retirement	Northup, Connie	Grant Coordinator II	Business Office	Financial & Facility Services	06/30/2023
Retirement	Phipps, Steven	Officer	College Police	Financial & Facility Services	04/30/2023

STIPEND

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	AMOUNT
Additional Duties	Strohman, Jennifer	Assistant Coach	Athletics	Student Affairs and Enrollment Management	03/01/2023 – 03/31/2023	\$80
Additional Duties	Roblee, Jefferson	Assistant Coach	Athletics	Student Affairs and Enrollment Management	03/01/2023 – 03/31/2023	\$240

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
New Hire	Bates- Crosby, Hannah	Adjunct	Nursing	Academic Affairs	06/01/2023	\$63.44 per student contact hour*
New Hire	Fisher, Carrie	Recruiting Coordinator I	Admissions	Student Affairs and Enrollment Management	03/27/2023	\$53,000 annually
New Hire	Garcia Chavarria, Giovanni	Police Officer	College Police	Financial & Facility Services	04/10/2023	\$46,139.58 annually

New Hire	Kendall, Donald	Part-Time Table Assistant	Athletics	Student Affairs and Enrollment Management	04/01/2023	\$21.00 per hour
New Hire	Kujawa, Jill	GED Instructor	Adult and Continuing Education	Academic Affairs	06/01/2023	\$63,191 annually
New Hire	Lo, Mindy	Part-Time Bookstore Cashier	Bookstore	Financial & Facility Services	03/27/2023	\$15.00 per hour
New Hire	Malcolm, Melissa	Part-Time GED Instructor	Adult and Continuing Education	Academic Affairs	03/21/2023	\$21.00 per hour
New Hire	McVey, Gregory	Director	Athletics	Student Affairs and Enrollment Management	05/08/2023	\$96,000 annually
New Hire	Pruitt, John	Recruiting Coordinator I	Admissions	Student Affairs and Enrollment Management	06/01/2023	\$53,000 annually
New Hire	Reynolds, Scott	Police Officer	College Police	Financial & Facility Services	04/06/2023	\$46,139 annually
New Hire	Riobe, Fabiola	Vice President	Educational Innovation and Global Programming	President	06/01/2023	\$151,000 annually
Promotion	Immesoete, Colin	Online Course Development Coordinator I	Academic Assessment & Support	Academic Affairs	04/10/2023	\$48,500 annually
Rehire	Reed, Rachel	Adjunct	Speech	Academic Affairs	03/20/2023	\$970.32 per credit hour
Transfer	Lindgren, Katie	Foundation Coordinator II	Foundation	President	04/17/2023	\$68,761 annually

*These employees are currently paid at a rate of \$63.44 per student contact hour. These employees may be assigned to a simulation or check off at \$46.73 per hour.

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 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.

Academic Affairs Highlights

- The Office of Assessment offered a virtual professional development session titled *Developing Learning Outcomes* on March 28 at 1:00 pm.
- KCKCC Audio Engineering hosted the annual Electronic Music Midwest festival March 10 & 11, bringing about 60 composers of new music from around the country to campus over two days.
- On April 25, KCKCC presents a concert collaboration with Blue Valley Southwest High School. Saje will perform at the Vocal Day of the Kansas City Jazz Summit in PAC at 7:30pm. Saje is a Grammy-nominated treble vocal quartet from the Seattle and Los Angeles areas.
- Professor Dillavou also presented at the Central States Communication Association Conference (CSCA), in St. Louis, MO, on March 30-April 1, 2023, on two topics: "Teaching Conversation Skills in the Classroom: The Fishbowl Discussion Method" & "The Silenced Voice(s): Diverse Student Needs in the Community College."
- Adjunct sculpture instructor Cindy Lueng was part of a panel discussion, "Ceramics in the Expanded Field," presented at the conference of the National Council on Education for the Ceramic Arts in Cincinnati, Ohio. Both Cindy and ceramics instructor Meredith Host displayed their work at this conference.
- High school students from local schools continued their manufacturing tours in March. The students toured different manufacturing companies before stopping at the KCKCC Career and Technical Education Center for lunch and to tour the Automation Engineer Technology Program.
- Culinary Arts students at the Pioneer Career Center were busy working on their Capstone recipes in March. Capstones are where students will design a café with a brand, market the café, create a menu, develop a business plan, and execute the food and its distribution.
- Available Perkins funds have been used to purchase NurseThink® materials for the RN students to enhance their abilities on the new NCLEX-NGN board exam. This software will provide students practice with the new question structure that measures clinical judgment. The program expects to implement this for PN this fall.
- Dr. Ross Stites and Dr. Kremer met with Joe Kelly from Garmin and are working to discuss a model for youth internship/apprenticeship for high school students pursuing the Electronics Engineering Technology Degree.
- Dr. Kremer, Dr. Stites, and Rich Piper met with Dr. Cindy Swartz the Career and Technical Education Coordinator for the Desoto School District, to tour the Automation and the Electronic Engineering Technology programs.
- Daryl Long, Sociology Professor and Coordinator of the Sociology and Pre-Social Work Programs has started earnest conversations with Dr. Joseph Squillace, Director of the Saint Mary MSW program about the possibility of more closely aligning the KCKCC pre-social work program with the Saint Mary program.

Academic Support and Assessment – Dean Cecelia Brewer

The Division of Academic Support and Assessment welcomed Luke Knight to the team on March 13, 2023. Mr. Knight is the new Events and Scheduling Specialist and will work alongside Ms. Bruner scheduling academic and non-academic spaces on campus. Welcome Luke!

Office of Assessment: Dr. Cynthia Goudeau, Director

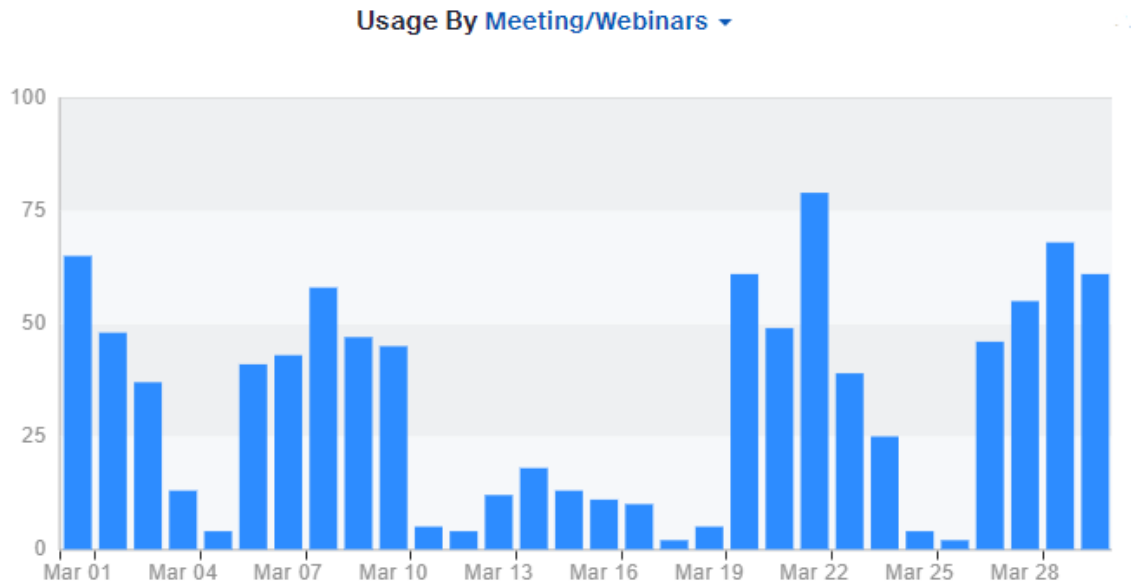
Dr. Cynthia Goudeau, Director of Assessment, recently received a Certificate in Effective College Instruction from the Association of College and University Educators (ACUE) and the American Council on Education (ACE). Dr. Goudeau, who also serves as adjunct faculty in the KCKCC Honors Program, completed four micro credential courses to earn the certificate. The courses focused on best practices for promoting active learning, creating inclusive learning environments, inspiring lifelong learners, and designing equitable courses.

The Office of Assessment offered a virtual professional development session titled *Developing Learning Outcomes* on March 28 at 1:00 pm. This session, which was facilitated by Dr. Cynthia Goudeau, provided participants with an in-depth overview of techniques and best practices to consider when crafting or updating learning outcomes for course-level or program-level assessment. The session was recommended for all new assessment coordinators/leads and those interested in creating or adjusting their outcomes in the next year. The event was attended by 13 faculty and staff members who are engaged in academic and co-curricular assessment at KCKCC.

Online Education Services: Susan Stuart, Director

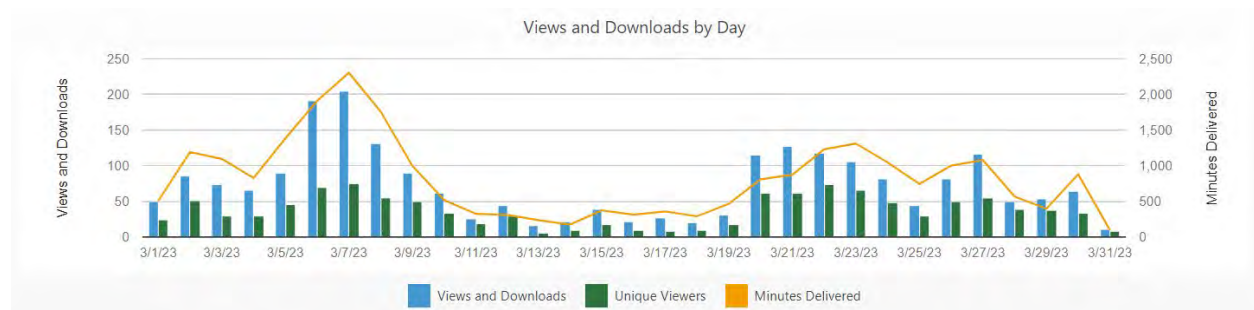
Online Education services supported Zoom meetings with 6,300 participants (over multiple sessions) clocking 275,364 combined minutes for March 1, 2023, through March 30, 2023.

April 2023 Board of Trustees Report
Vice President of Academic Affairs



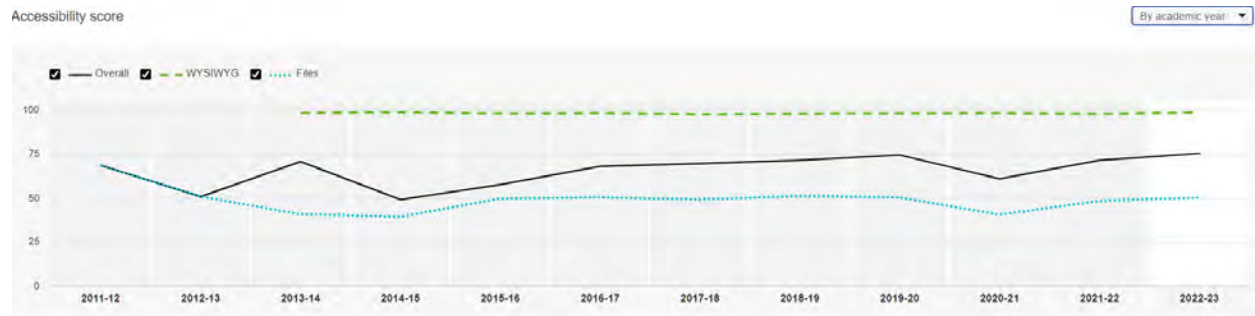
Online Education continues to support and facilitate the Board of Trustees Public Meeting through Zoom.

OES continues to see an increasing rate of utilization of class capture software, Panopto. There consistently many views with 2,252 views for the month of March and downloads with 25,376 minutes accessed by 523 unique users. The integrations between Zoom and Panopto, Zoom and Blackboard, and Panopto and Blackboard continue to encourage the use of these tools.



Accessibility of content in the online environment is 69.8% for Spring of 2023. This is up slightly from Fall 2022 adding .02% despite already meeting our goal of improvement by 2% each year. This is an area where OES continues to collaborate with instructors to make content more 508 compliant and has provided training on this factor as well. Accessibility of non-accessible files uploaded into the LMS remains the biggest issue in increasing our accessibility scores.

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OES scheduled 58 faculty trainings through the months of March and April on technologies used in teaching online, virtual, and face-to-face courses including Blackboard, Zoom, Panopto, Respondus proctoring tools, and Xerte Online Toolkits (content creation) and how to use the Lightboard.

OES continues to staff an office at the Dr. Thomas R. Burke Technical Education Center two days a week, while also supporting the Pioneer Career Center one day a week.

Online Education Services staff resolved approximately 276 tickets, calls, or email support requests from the start of the term through March 28, 2023.

Arts, Communication and Humanities – Dean Dr. Donna Bohn

From Dr. Ian Corbett (Audio Engineering)

KCKCC Audio Engineering hosted the annual Electronic Music Midwest festival March 10 & 11, bringing about 60 composers of new music from around the country to campus over two days. KCKCC students assisted with the running of the event, giving them experience of a high-pressure production environment.

Dr. Corbett attended the Turn Up Multimedia Festival at the University of Arizona, March 23-27, where a new electronic composition of his was presented on one of the concerts, and he presented a workshop “Mixing for Composers”.

March 31-April 2, Dr. Corbett and 17 students attended the Central Region Audio Student Summit at Webster University in St Louis. Dr. Corbett was featured on multiple tutorial panels.

Future: Dr. Corbett will present “What I Wish I Knew (When Starting My Career),” and “Student Mix Critiques” at the Audio Engineering Society’s European Convention in Helsinki, Finland, May 2023

Future: Dr. Corbett has been invited to give a tutorial presentation at the Audio Engineering Society’s Latin American Conference in Quito, Ecuador (September 2023), and to give a workshop in one of the city’s recording studios as part of the event.

From John Stafford (Vocal Music)

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Vice President of Academic Affairs

On April 1, John Stafford was a High School Audition Adjudicator for Kansas Choral Directors Association Honor Jazz Choir. The performance will be at the KCDA Summer Convention in Topeka in July.

On April 25, KCKCC presents a concert collaboration with Blue Valley Southwest High School. Saje will perform at the Vocal Day of the Kansas City Jazz Summit in PAC at 7:30pm. Saje is a Grammy-nominated treble vocal quartet from the Seattle and Los Angeles areas.

Lastly, Professor Stafford has recruited from the following high schools over the past two months: Lawrence, Shawnee Mission North, Shawnee Mission Northwest, Olathe West, Olathe East, Olathe North, Sumner, Bonner Springs, Tonganoxie, Basehor-Linwood, Leavenworth, Lansing, Turner, Piper, DeSoto, and Blue Valley Southwest.

From Traci Dillavou (Speech)

Assistant Professor Traci Dillavou presented through the *KCKCC Humanities Talks*, with funding from Humanities Kansas, on her two-part series: “Speaking Like Aristotle: How to Speak to Any Group.” The events were held at the KCK Main Library branch on March 1 and March 8.

Professor Dillavou also presented at the Central States Communication Association Conference (CSCA), in St. Louis, MO, on March 30-April 1, 2023, on two topics: "Teaching Conversation Skills in the Classroom: The Fishbowl Discussion Method" & “The Silenced Voice(s): Diverse Student Needs in the Community College.”



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Vice President of Academic Affairs

Professor Dillavou presenting at the CSCA Conference.

From Dr. Aaron Margolis (Humanities)

On March 7, as part of the Kansas Humanities funded project, *KCKCC Humanities Talks*, Professor of English Mike Pettengell gave a rousing talk at the Wyandotte County History Museum on the history of Bluegrass, followed by a performance by Andrew Morris and the Bluegrass Time Travelers.

From Dan FitzGerald (ESOL)

ESOL faculty member, Michelle Overholt, and the officers of the SOL club are traveling to the LatinXLeads Conference in Atlanta April 14-16.

The SOL club will be hosting a ‘Garnacha’ event to celebrate Cinco De Mayo. Additionally, they are hosting a contest to redesign their logo. The prize is \$500 for the winning logo! The club is hosting a Spanish conversation group for anyone who wants to practice their Spanish. This is every second and fourth Wednesday of each month.

From Gary Mosby (Theatre)

The Theatre department hosted 100 USD 500 Middle and High school theatre students for a theatre festival. Each school group presented a 10-12-minute piece for everyone, and the KCKCC department presented 4 workshops for the students. Individuals from KCKCC’s admissions department were present to engage with the students, and half of the students indicated this was their first time on campus. It is the hope to host this one-day festival each semester.

From Clint Ricketts (Studio Arts)

Adjunct sculpture instructor Cindy Lueng was part of a panel discussion, “Ceramics in the Expanded Field,” presented at the conference of the National Council on Education for the Ceramic Arts in Cincinnati, Ohio. Both Cindy and ceramics instructor Meredith Host displayed their work at this conference.

The Art Club raised funds on April 4 for their upcoming Chicago trip by selling t-shirts featuring designs made by Art Club member students. In just the first two days over \$200 was raised.

From Shai Perry (Art Gallery)

Exhibit Updates:

April 2023 Board of Trustees Report
Vice President of Academic Affairs



- The Holler if You See Me: Black Appalachia closing reception was held on **March 31 from 4:30 pm to 6:30 pm** in the art gallery. Students, staff, and community members joined us in celebration of this exhibit. Art Club had booths set up to sell their artwork.
- New Exhibit, KCKCC Student Honor show, is on display from **April 17 through May 12**. This exhibit highlights student artwork.

- A portion of the **Michael Klein Collection at The Temple, Congregation B'nai Jehudah** is on display now through **August 27** in Lower Jewell across from the Students Basic Needs office. This exhibit focuses on 20th-century Judaism around the world. Each panel highlights a different part of the world including the United States, North Africa, Europe, Central Asia, and the Middle East. Historic Jewish artifacts ranging from spice boxes, mirrors, and yarmulkes are a part of this exhibit.



Highlights:

- Featured article from KC Studio: <https://kcstudio.org/holler-if-you-see-me-black-appalachia-kansas-city-kansas-community-college-art-gallery/>
- KCKCC's Art Gallery Collection Specialist attended Freedom's Frontier National Heritage Area meeting. This was the group's first in-person meeting in three years. Attending this meeting allowed the Art Gallery to further its partnership with this organization while highlighting the historical mural and the history of the area.
- Art Gallery Coordinator, Shai Perry, joined the Art Club on the Crystal Bridges Museum trip in Bentonville, Arkansas, on March 11.
- Shai Perry, and Art faculty Cindy Leung and Clint Ricketts attended KC Fashion Week. Current Digital Design student Victoria Rojas is an intern with Nida Lu Designs in Lawrence.



April 2023 Board of Trustees Report Vice President of Academic Affairs



Guest artist:

- On March 8, Dejah Joyce read a book on black poetry to the Little Leaders of KCK childcare facility.



Art Committee:

- Spring interns Andrea Ortega Mendez, Ashton Ellis, Pamong Lee, and student work-study Isabella Fernandez, who are working on designs for the Basic Needs mural on campus, presented at the art committee meeting on March 31 to receive feedback on their designs.
- If you would like to join the conversation, the next Art Committee meeting is Friday, April 28 at 9:30. Contact art gallery staff for more information.

Career and Technical Education – Interim Dean- Ashley Irvin

Kellogg's came to the KCKCC Technical Education Center on March 9. Representatives from the Kellogg's headquarters in Battle Creek, MI, shared information with students in the KCKCC Electrical Technology Program on Kellogg's apprenticeship program and career pathways. The representatives also provided snacks from Kellogg's to students.

April 2023 Board of Trustees Report
Vice President of Academic Affairs



High school students from local schools continued their manufacturing tours in March. The students toured different manufacturing companies before stopping at the KCKCC Career and Technical Education Center for lunch and to tour the Automation Engineer Technology Program. During each tour, one KCKCC scholarship is presented to a student attending that day. High schools participating in this round of tours include the following: Sumner Academy, Harmon, Wyandotte, and Washington. The bus tour is being hosted by Kansas Manufacturing Solutions and WYEDC.

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Vice President of Academic Affairs



Interim Dean Ashley Irvin presented the student scholarship to a Washington High School student.



Washington High School students and advisors.

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Vice President of Academic Affairs



Director of Technical Education Rich Piper presented the student scholarship to a Wyandotte High School student.



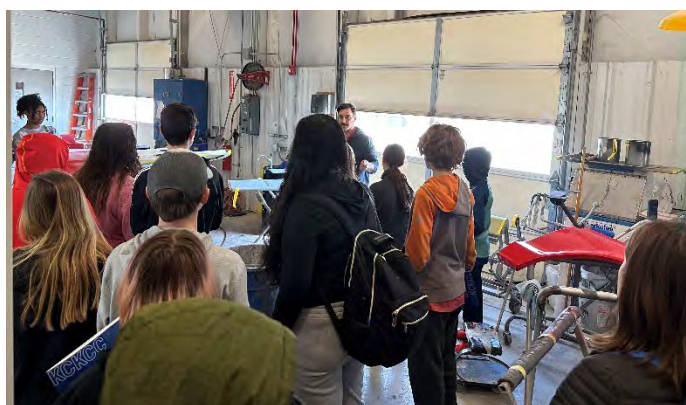
Wyandotte High School students and advisors.



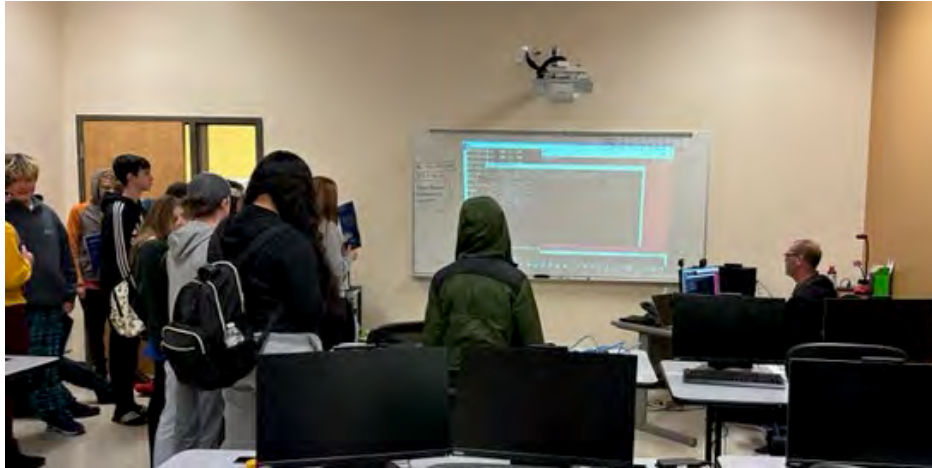
On March 7, about 50 students from 7th and 8th grade from West Middle School Avid (college exploration) program in Lawrence came to visit the KCKCC Technical Education Center. As a part of the tour, the students had presentations in the Automation Engineer Technology, Medical Assistant, Cybersecurity, Auto Collision Repair, and Building Engineering and Maintenance Technology Programs. A former West Middle School student who is in the Culinary Arts

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Program also spoke to the students. One 8th grade student stated that this visit was better than their visit to K-State because we cared they were here.



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Students in the Building Engineering and Maintenance Technology (BEMT) Program installed an electrical sub-panel and disconnect as part of their residential electrical training in March. Students began with basic fundamentals of electrical installation in the laboratory and then transitioned to real-world installation at the program's Landbank house.



The BEMT students also installed drywall at the TEC Training Village where they learned the importance of drywall as a structural member, fire block, and finishing material. Students learned how to properly hang sheets and cut out electrical boxes, tape, and mud joints together for a smooth surface.

April 2023 Board of Trustees Report
Vice President of Academic Affairs



Students in the HVAC evening program at the Technical Education Center learned how to braze with a nitrogen purge in March (upper three photos). Students at the Pioneer Career Center (lower two photos) also worked on brazing joints and learned that brazing is one of the best leak-proof connection methods.

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Vice President of Academic Affairs



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Electrical Technology students at the Pioneer Career Center worked on learning how to install commercial 3-phase panels that include the wiring, raceways, boxes, and fittings.



Culinary Arts students at the Pioneer Career Center were busy working on their Capstone recipes in March. Capstones are where students will design a café with a brand, market the café, create a menu, develop a business plan, and execute the food and its distribution.



Construction Technology students at the Pioneer Career Center completed a shed project in March. Students constructed the whole shed and then assembled it on location.

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The Intelligence Community Centers for Academic Excellence (IC CAE) in collaboration with the Cyber Threat Intelligence Integration Center's (CTIIC) Research Directorate would like to offer three members of the KU Consortium, specifically: *University of Kansas, Dodge City Community College, and Kansas City Kansas Community College*, \$30,000 in supplemental

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funding, pending an agreeable write up and budget modification request that must be submitted in April. The intent of these funds is to bolster interest and excitement in cybersecurity education and research for our students, specifically by providing student cyber research stipends.

March marks the start of a new Motorcycle Rider Education season and our 25th Anniversary. The program will run from March through mid-November offering Basic Rider Courses (BRC), 3-wheel, and a Rider Coach Prep (RCP) class to license new Rider coaches. The CEB kicked off the celebratory season with training and orientation with the Rider Coaches and will provide T-shirts to all enrolled students for the 25th Anniversary season.

On March 4, Community Education hosted local Eagle Scout Troops for KCKCC's Merit Badge College. More than 300 scouts participated in 20 merit badge classes instructed by Troop Leaders and KCKCC's very own Suzie Tousey, Criminal Justice Coordinator, Shai Perry, Art Gallery Coordinator, Clint Ricketts, Art Coordinator, Cindy Leung, Art Instructor, and retired instructor Curtis Smith.

Community Education has offered Community Culinary Classes at Pioneer Career Center (PCC). This spring semester has included Instant Pot/Crockpot Freezer Meals, Let's Make Soup, and Instant Pot 101, and will conclude with TikTok Food Trends.

Community Education partnered with Career Services to recruit area employer partners to hold mock interviews with the Learning Club High School Interns. The internship program for young adults teaches about careers, teaching, community service, and other life skills tutoring a younger student at a local community center. The mock interviews took place the week of March 20 at the four internship community centers with real-world learning experience offering resume building, career exploration, and interview skills practice.

Kids on Campus (KOC) registration is open to the public for this summer's programming and the local nonprofit, the Learning Club, is sponsoring 100 participants to attend KOC. Community Education will offer five weeks of summer camp for the community after Kansas City Kansas Public School's summer school from June 19 through July 27 with no camp the week of fourth of July. The CEB will hire 22 Kids on Campus part-time seasonal staff. The requisition is open and accepting applications.

Health Professions – Dean Dr. Tiffany Bohm

Nursing

1. There are many efforts across the state and nation to address the critical nursing shortage. Sue Andersen, Director of Nursing, has been invited to represent associate degree nursing programs in Kansas as part of the planning process to develop the Center for Nursing Leadership, Health Systems, and Workforce.

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Kansas is one of 10 states, and D.C., lacking a state nursing workforce center, placing us at a disadvantage. We propose to build a collaborative approach that leverages communities, employers, schools, nurses, government, professional and trade associations to solve nursing workforce issues in Kansas.

The center aims to generate research-, education-, and practice-driven solutions to:

- Strengthen the nursing pipeline
 - Retain experienced nurses
 - Develop nurse leaders
 - Support nurse preceptors
2. Available Perkins funds have been used to purchase NurseThink® materials for the RN students to enhance their abilities on the new NCLEX-NGN board exam. This software will provide students practice with the new question structure that measures clinical judgment. The program expects to implement this for PN this fall.
 3. All PN students will have an opportunity to complete a clinical rotation in an acute care site beginning this fall. This will provide all students an opportunity to have clinical practice in IV skills, which is essential since all students graduate from the KCKCC program with IV certification. Additional new/renewed PN clinical sites include a home health pediatric experience and the Wyandotte County Health Department.
 4. Enrollment in nursing is down across the metro, state, and US. This will negatively impact the critical nursing shortage. Staff are working diligently to recruit new applicants to both the RN and PN programs. The programs hosted an Open House on Thursday, April 6, from 4:30-6:30 pm. Teachers, students, and staff were available to answer questions about the program and highlight our labs. Program staff are also attending area recruitment events this spring. The first was at North Kansas City Hospital and resulted in significant interest in the programs. Many of these individuals were not aware KCKCC provided nursing education, and one even commented that the tuition must be a typo as it was significantly less than other institutions they had researched. We are hopeful some of these individuals will soon be Blue Devils!

Physical Therapist Assistant

Students and faculty in the PTA program were instrumental in marketing the recent blood drive held at the CTE. This drive had several walk-ins and was a very productive blood drive, providing blood and blood products to save 97 lives! Wendy Eisele, Director of Donor Recruitment for the Community Blood Center, provided the following statistics:

- Goal: collect 25 units of blood
- Registered: 31 donors
- Donor Flow (how many each hour): 10, 6, 8, 7
- First Time Donors: 16 (Yay!)
- Deferrals: 3
- Alyx (double red cells): 4 donors, 8 units
- **Total Units Collected: 32**

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



Dr. Gena Ross, Business instructor, published a book, “Paving the Way for Change, A Beginner’s Guide to Running for Political Office.” Congratulations Dr. Ross!

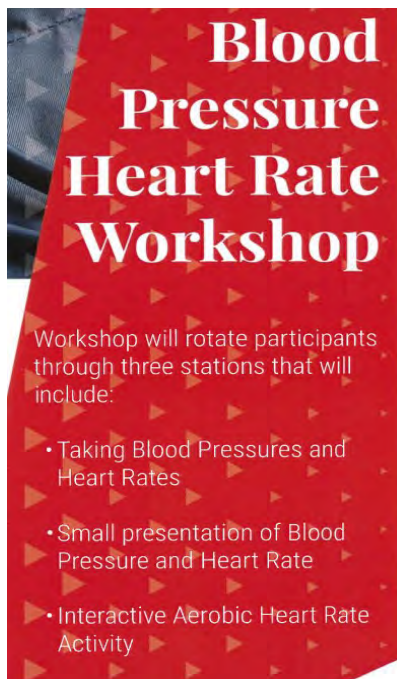
Dr. Gena Ross also renewed her notary commission for the state of Missouri.

Many exciting things are happening the Exercise Science and Wellness department, including:

CPR Training

Julie Bichelmeyer, Pam Hall & Ron Wollenhaupt gave a CPR presentation to the MSBT division. There was a quick update on how it is used, where AED devices are located and then they were allowed to have some hands-on training with the mannequins to get a feel for chest compressions.

Blood Pressure Heart Rate workshop



The workshop was held in November and again March 28th. This was to give the Wellness participants an idea of what their heart rate and blood pressure should look like at resting and with exercise. There was a brief PowerPoint that did give a quick overview of the desired numbers and how diet and exercise can affect both.

30 for 30

We just wrapped up the 30/60 Miles in 30 Days Challenge at the Wellness Center. We had 55 participants, and they are turning in their tracking cards this week for a chance to win prizes. Next up we will be putting on the KCKCC Indoor Duathlon event for the whole month of April.

Leavenworth Walking Group

Pam Hall leads a walking group in Leavenworth. They meet up at least once a week and walk at least 3 or more miles together.

Chiefs Fans

The week leading up to the Super Bowl the exercise science students and Wellness members wore their favorite Chiefs gear to show support for the team.

Human Anatomy students in Kara Reed's class at Washington High School examined a model to prepare for their Muscular System lab practical.



Dr. Kremer attended the 1st Quarter Board of Directors Meeting for Biokansas on March 30.

Dr. Kremer serves on the Governance Committee for El Centro and they are currently organizing the search for a new CEO and the plans for transition.

Dr. Ross Stites and Dr. Kremer met with Joe Kelly from Garmin and are working to discuss a model for youth internship/apprenticeship for high school students pursuing the Electronics Engineering Technology Degree.

April 2023 Board of Trustees Report
Vice President of Academic Affairs

Dr. Kremer, Dr. Stites, and Rich Piper met with Dr. Cindy Swartz the Career and Technical Education Coordinator for the Desoto School District, to tour the Automation and the Electronic Engineering Technology programs. Dr. Swartz is sharing information on the program with high school students who may attend KCKCC.

Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

Daryl Long, Sociology Professor and Coordinator of the Sociology and Pre-Social Work Programs has started earnest conversations with Dr. Joseph Squillace, Director of the Saint Mary MSW program about the possibility of more closely aligning the KCKCC pre-social work program with the Saint Mary program. In an email to Dean Wiggins earlier in March, Dr. Squillace noted the following:

“An NPR story in October 2022 exhorted that “Kansas ranks among the worst in the country on both mental illness and its treatment.” We are excited to be a part of re-building the social work workforce during this time of labor shortage amidst high critical need.”

I wanted to briefly share with you some benefits of a Kansas City Community College student transferring to our USM BSW program:

- an academic award of nearly \$13,000.
- When a student is admitted to the University of Saint Mary with their full associate degree completed, the full-time BSW course plan can be completed in two years [*as outlined further below*].
- The program is dedicated to diversity, equity, and inclusion (DEI), the integration of diverse authors and speakers, and centering intersectionality in instruction.
- The program is dedicated to minimizing costs for students through the use of quality Open Education Resources for textbooks and materials – only 3 out of 10 BSW courses require the purchase of textbooks.
- There is only one General Education course requirement (a theology course) for students having the full associate degree – all other courses will be within the social work requirements.

Dr. Emily Morrow, professor of sociology attended the 2023 Midwest Sociological Association Annual Conference in Minneapolis, Minnesota, March 23 through March 26. The theme was Beyond the Academe: Community-Partnered Research and Teaching.

Professor Ewa Unoke, Editor of the KCKCC E-Journal has issued a call for proposals for the Spring 2023 edition of the Journal. There is no particular theme for this last edition of AY 2022 – 2023.

Dr. Ron Malcolm’s latest article has been published by the on-line magazine Exceptional Needs Today. The article, entitled “Could My Child with a Disability become Bilingual?” offers parents “. . . 10 ideas to consider before deciding against enrolling your child in a foreign language class at school.” Dr. Malcom is the American Sign Language professor in the SBSPPS division.

April 2023 Student Affairs and Enrollment Management (SAEM) Board of Trustees Report
Submitted by Chris Meiers, Ph.D.
Vice President for Student Affairs and Enrollment Management

Division-Wide Selected Activities, Programs, and Updates

- On March 23, the Student Senate Executive Officers, members of the SAEM Leadership Team, Robert Putzke, Chief of College Police, and Chris Gardner, Director of Facilities Services, conducted the **first safety walk** that focused primarily on the south side of campus. The activity identified many issues related to accessibility, opportunities for lighting and blind spot improvements, and a better understanding of student traffic patterns, especially at night. Based on the event's success, it is anticipated to conduct annual walks in the fall when daylight savings time begins and in the spring.
- Planning is well underway for the **2023 Commencement Ceremonies**. Irene Caudillo, President/CEO of El Centro, Inc., has been confirmed as the keynote speaker. The RSVP and guest process for degree candidates has started. To estimate the total attendance for the ceremonies, students can receive up to six tickets (the initial limit for 2022 was four tickets for social distancing purposes) and request additional seats to accommodate larger parties. Degree candidates will be notified of other ticket requests no later than May 6, 2023.
- A working group consisting of staff from Academic Affairs, Student Affairs and Enrollment Management, and Institutional Effectiveness will meet in April to identify strategies that can be implemented to **improve the number of missing grades for the spring 2023 semester** and future semesters. Several areas have been determined based on initial feedback, including additional reporting to allow Deans to track missing grades before the deadline and additional messaging and grade submission materials for faculty.
- Fall 2023 Application for Admissions Update**-The improvements in application processing led by Ms. Teressa Hill, Director, and the Admissions team are continuing to demonstrate favorable outcomes. As of 132 days before the start of the fall 2023 semester, 1,811 applications for admissions have been processed, compared to 1,051 for the same period in 2022. Application numbers will continue to be monitored carefully through May to determine the full magnitude of potential gains in the total number of applications compared to last year. Still, the improvements in processing times are expected to improve the yield percentages of enrolled to admitted students.



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Spring 2023 Enrollment Report

KCKCC Unduplicated Headcount by Location									
CAMPUS (UNDUP at A Location & DUP Across Locations)	04.13.2020	04.12.2021	04.11.2022	04.10.2023	20-23	20-23	22-23	22-23	Spring 2023
	Spring 2020	Spring 2021	Spring 2022	Spring 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN	8	-	-	-	-8	-100.00%	-	-	-
BL	-	57	12	84	84	-	72	600.00%	1.92%
DNTWN	14	-	-	-	-14	-100.00%	-	-	0.00%
FRSC	20	29	18	9	-11	-55.00%	-9	-50.00%	0.21%
HS	960	800	814	773	-187	-19.48%	-41	-5.04%	17.64%
LCF	-	-	20	19	19	-	-1	-5.00%	0.43%
MC	2,358	1,248	1,455	1,609	-749	-31.76%	154	10.58%	36.73%
OC	290	271	393	253	-37	-12.76%	-140	-35.62%	5.77%
OL	1,773	2,051	1,984	1,986	213	12.01%	2	0.10%	45.33%
PION	250	174	164	169	-81	-32.40%	5	3.05%	3.86%
TEC	757	639	663	599	-158	-20.87%	-64	-9.65%	13.67%
USDB	54	32	55	98	44	81.48%	43	78.18%	2.24%
VIRT	-	721	334	166	166	-	-168	-50.30%	3.79%
Total UNDUP Headcount	5,099	4,314	4,428	4,381	-718	-14.08%	-47	-1.06%	
Note: Enrollment at each location is unduplicated. However, enrollment across locations (A student can be counted in two locations) is duplicated. The Total however, is unduplicated (unique counts) headcount.									
Status	Spring 20	Spring 21	Spring 22	Spring 23	20-23 #	20-23 %	22-23 #	22-23 %	Sp 2023 %
First-time	793	565	648	672	-121	-15.26%	24	3.70%	15.34%
Returning	4,306	3,749	3,780	3,709	-597	-13.86%	-7100.00%	-1.88%	84.66%
Gender	Spring 20	Spring 21	Spring 22	Spring 23	20-23 #	20-23 %	22-23 #	22-23 %	Sp 2023 %
Unknown	2	1	12	32	30	1500.00%	20	166.67%	19.28%
Female	3,041	2,662	2,589	2,569	-472	-15.52%	-2000.00%	-0.77%	58.64%
Male	2,056	1,651	1,827	1,780	-276	-13.42%	-4700.00%	-2.57%	40.63%
Race / Ethnicity	Spring 20	Spring 21	Spring 22	Spring 23	20-23 #	20-23 %	22-23 #	22-23 %	Sp 2023 %
American Alaska Native	32	23	18	20	-12	-37.50%	2	11.11%	0.46%
Asian	234	186	196	183	-51	-21.79%	-1300.00%	-6.63%	4.18%
Black or African American	923	773	801	760	-163	-17.66%	-4100.00%	-5.12%	17.35%
Hawaiian Pacific Islander	13	9	7	7	-6	-46.15%	-	0.00%	0.16%
Hispanic	1,126	958	998	1,195	69	6.13%	197	19.74%	27.28%
Multi-racial	238	266	252	236	-2	-0.84%	-1600.00%	-6.35%	5.39%
Unknown	223	178	167	147	-76	-34.08%	-2000.00%	-11.98%	3.36%
White	2,082	1,752	1,820	1,765	-317	-15.23%	-5500.00%	-3.02%	40.29%
Non Resident	228	169	169	68	-160	-70.18%	#####	-59.76%	1.55%
KCKCC Credit Hours by Location									
CAMPUS	04.13.2020	04.12.2021	04.11.2022	04.10.2023	20-23	20-23	22-23	22-23	Spring 2023
	Spring 2020	Spring 2021	Spring 2022	Spring 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN	24	-	-	-	-24	-100.00%	-	-	-
BL	-	234	36	312	312	-	276	766.67%	0.82%
DWNTN	36	-	-	-	-36	-100.00%	-	-	0.00%
FRSC	191	256	170	87	-104	-54.45%	-83	-48.82%	0.23%
HS	5,034	4,302	4,377	4,154	-880	-17.48%	-223	-5.09%	10.91%
LCF	-	-	200	191	191	-	-9	-4.50%	0.50%
MC	17,197	7,632	9,704	10,780	-6,417	-37.31%	1,076	11.09%	28.30%
OC	1,704	1,236	1,596	792	-912	-53.52%	-804	-50.38%	2.08%
OL	10,366	13,436	12,512	12,481	2,115	20.40%	-31	-0.25%	32.77%
PION	1,957	1,436	1,301	1,354	-603	-30.81%	53	4.07%	3.55%
TEC	8,849	7,276	7,802	6,954	-1,895	-21.41%	-848	-10.87%	18.26%
USDB	409	174	294	350	-59	-14.43%	56	19.05%	0.92%
VIRT	-	2,565	1,044	633	633	-	-411	-39.37%	1.66%
Total	45,767	38,547	39,036	38,088	-7,679	-16.78%	-948	-2.43%	

Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Student Services

Selected Activities, Programs, and Updates

- On March 7, Dr. Derritt was the F.L. Schlagle National Honor Society induction ceremony speaker.
- Dr. Derritt collaborated with the Department of Institutional Effectiveness and assisted with administering the 2023 CCSSE survey for KCKCC.

Student Accessibility and Support Services

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- SASS faculty gave a test-taking presentation to the Emergency Medical Technician program.
- SASS faculty participated in the Disability Access, Information, and Support class, How (and When and Why) to "Just Say NO!" The class will continue into April.

Upcoming Activities and Programs

- SASS faculty will participate in the Transition Resources Fair with District 500 on April 15.

Student Health Services

Submitted by Angie Williams RN

Selected Activities, Programs, and Updates

- The Student Health Center had 25 office visits in March. The visits included blood pressure checks, first aid administration, over-the-counter medication requests, and one emergency call to the Career and Technical Education building.
- The Student Health Center provided 40 TB screening services, including administering injections, reading results, and obtaining TB questionnaires.
- Covid Contact Tracing: seven students reported positive test results in March. All the positive cases were reported the week after spring break.
- The Student Health Center now has home covid tests and has passed out a few in March with instructions to call the center if they come back positive.
- There was a blood drive on March 28, and the numbers are below.
 - Goal: to collect 25 units of blood
 - Registered: 31 donors
 - Donor Flow (how many each hour): 10, 6, 8, 7
 - First-Time Donors: 16
 - Deferrals: 3
 - Alyx (double red cells): 4 donors, eight units
 - **Total Units Collected: 32**

Student Basic Needs Center

Submitted by Fyn Morigan, Student Basic Needs Coordinator

Selected Activities, Programs, and Updates

- Blue Devils' Cupboard was closed during the week of spring break and served 157 households in March, providing food and essential items for 525 people.
- The Student Basic Needs Center created a public Amazon Wishlist for the Blue Devils' Pantry. <https://a.co/6lc8l5t>
- KHSB's Daniela Leon interviewed Fyn Morigan and several students for a story about food insecurity among college students. The story aired during the live morning broadcast on Monday, April 3: <https://www.kshb.com/news/local-news/college-food-pantry-in-high-demand-as-inflation-continues-to-bust-students-budgets>
- Staff is working with the TEC campus to improve their pantry space and functionality and to address the food insecurity challenges of the student population at our TEC campus, focusing on increasing food security for our dually enrolled High School students.
- Staff collaborated with the Department of Institutional Effectiveness and assisted with administering the 2023 CCSSE survey for KCKCC.

Office of Admissions

Submitted by Teresa Hill, Director of Admissions and Recruitment

Selected Activities, Programs, and Updates

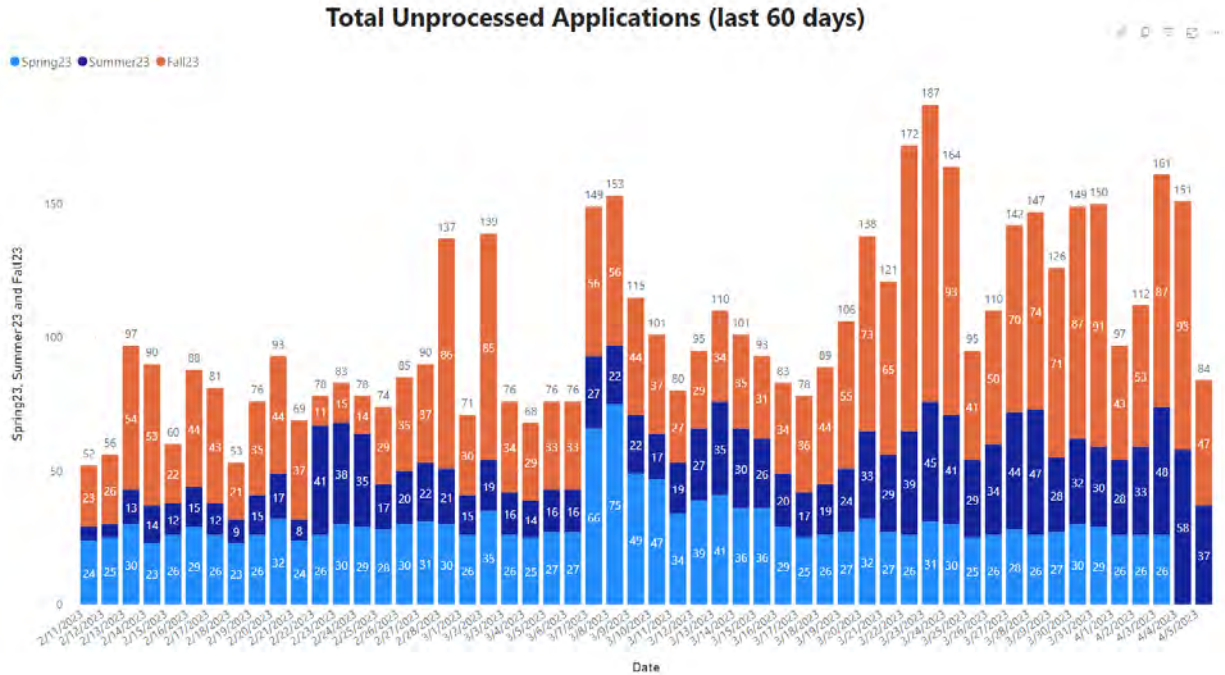
- Two of the Office of Admissions and Recruitment's new recruiters began in March, and we are so excited to have their presence on campus. Mrs. Karina Martinez hosted a group of 100 early scholars from New Chelsea Elementary on Thursday, March 23, 2023. Ms. Carrie Fisher began on March 27, 2023. The 3rd recruiter, Mr. John Pruitt will join the office on June 1, 2023.
- The recruitment for the Assistant Director of High School Partnerships has begun.



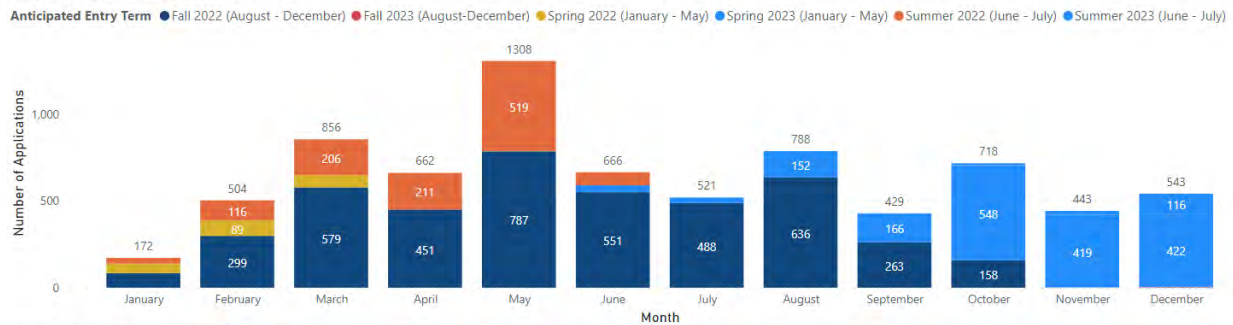
Upcoming Activities and Programs

- April 5: The Office of Admissions and Recruitment will participate in the Central High School College and Career Fair
- April 6: The Office of Admissions and Recruitment will participate in the DiversAbility College and Career Fair MCC-Penn Valley Campus.

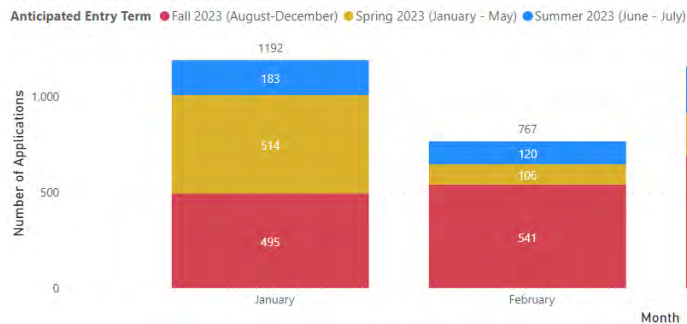
- April 8: The Office of Admissions and Recruitment will participate in the Harrold Youth Center college fair at Fort Leavenworth.
- April 11: The Office of Admissions and Recruitment will participate in the KIPP College and Career Fair at Legacy High School.



2022 Applications Processed by Month

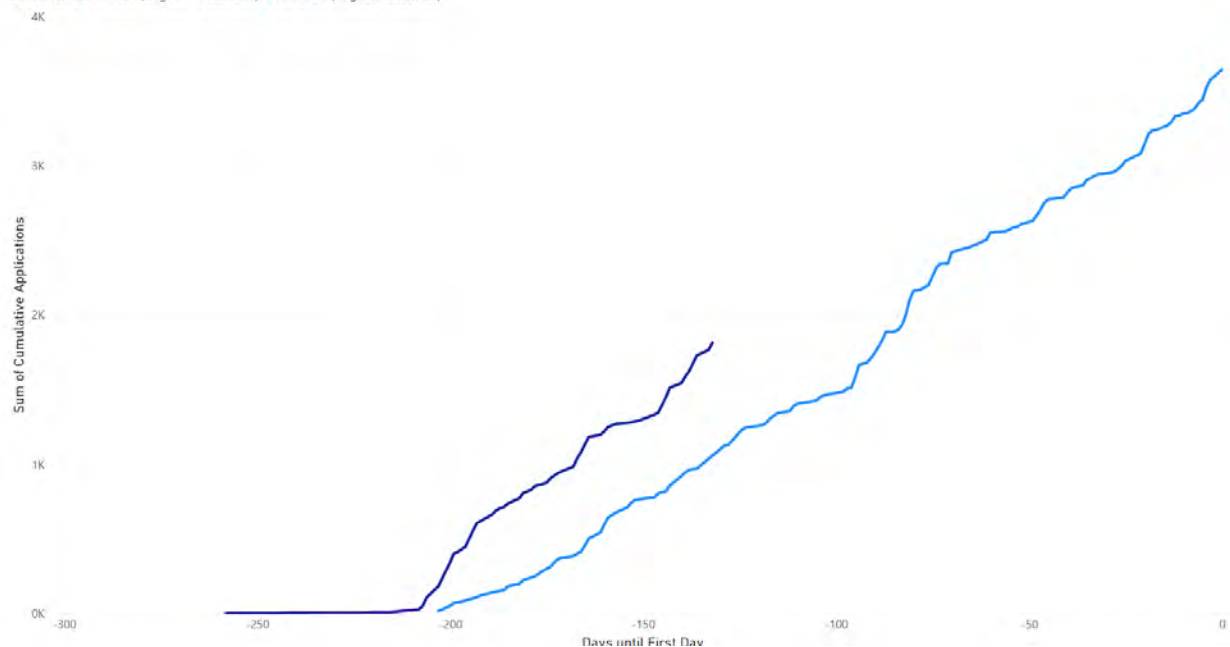


2023 Applications Processed by Month



Sum of Cumulative Applications by Days until First Day and Semester

Semester ● Fall 2022 (August - December) ● Fall 2023 (August-December)



Department of Athletics

Submitted by Mary Bruno-Ballou, interim co-Athletic Director

Selected Activities, Programs, and Updates

- The women's basketball team ended their season at 18-13 overall 56-53 narrow loss against Allen County in the first round of the Region VI Tournament. Jada Johnson received All-Conference honors, as she was named the conference Freshman of the Year and the First Team All-Jayhawk. Johnson led the team with 14.0 points per game, posting 4.8 rebounds and 1.2 assists.
- The men's basketball team hosted Highland in the first round of the Region VI Tournament. The Blue Devils defeated the Scotties 77-43 while hitting nine three-pointers. KCKCC advanced to the semifinal round to play Allen County and, unfortunately, were defeated 74-63. Three Blue Devils earned All-Conference honors - Bradley Lightbourne, Joshua Dames, and Jalen Broyles. Lightbourne led the team with 17.5 points, 6.3 rebounds, and 4.6 assists per game. Dames posted a 39.6 percentage from three-point range and scored 13.8 points, while Broyles added 13.0 points and shot 59.4 percent from the floor.
- KCKCC softball player Adrianna Smith has been named the Conference DII Softball Player of the Week for week 7 on March 28th. Smith had a stellar week helping the Blue Devils to four wins and batting .642. She also hit three home runs and added seven RBIs, scoring 10 runs. Smith leads the team with five home runs and 18 RBI. She is also second on the team with 16 runs scored.

Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

- **Women's History Month** -2023 theme was Celebrating Women Who Tell Our Stories. "Women's Voices in Myth: Still Speaking to Us After All These Years," was presented by Dr. Tamara Agha-Jaffar, former KCKCC English Faculty, Founder of the Women's Studies Program, former Dean of Humanities and Fine Arts, and former Vice-President of Academic Affairs. The program had 40 attendees.
- **OQS Diversity Club** – Assisted the club with writing their budget proposal for Student Senate. The OQS Diversity Club also held a tabling event for **Transgender Day of Visibility** on March 31, during which they greeted people and distributed written resources to educate others.
- **Counseling Services** - 38 students received counseling in the center in March, with Licensed Professional Counselors carrying an average caseload of 15 students. The total number of direct counseling hours provided to students in March was 74. Additionally, counselors provided 61 consultation sessions to KCKCC employees and community members.

Military and Veteran Center

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

- A Veteran Affairs Compliance Survey team met with the staff of the Veterans Center on March 7 to conduct an annual compliance survey. The Center passed the survey with only a couple of minor issues. We are now working with Information Services to update the Veterans Request to Use Benefits online form to correct the concerns the Survey team identified.
- On March 24, the SVO hosted a social event night of bowling for SVO members and their families.



Upcoming Activities and Programs:

- On April 14, The Veterans Center is sponsoring a Purple Up event to recognize our Military Children. Faculty/Staff/Students are encouraged to wear purple to show their support.
- On April 21, KCKCC SVO will host a social event night of bowling for members of the SVO and their families.

Enrollment Management Information Systems

Submitted by Samantha Landau, Coordinator

Selected Activities, Programs, and Updates

- Admissions Application Documentation – Gather and create sharable documentation with step-by-step explanations to improve application processing and the yield to admitted students. There are several different types of applicants, which results in additional processing needs. Therefore, there is a need for documentation that can be easily accessed and updated. This project prioritizes clear process definitions, accessibility, and where to get assistance when an anomaly arises.
 - Current progress: Drafted the first phase of application processing steps and received review feedback. Edits to the procedural steps based on revisions received will be implemented.
- Attended Ellucian Live Conference – This annual conference is an opportunity to gather with many professionals at different colleges and universities throughout the globe that utilize Ellucian products. Conference attendees are encouraged to share their experiences with innovative implementations and ask questions about processes. Several opportunities to hear about automation and troubleshooting have been identified for evaluation.
- Commencement 2023 Ticketing – This project ensures tickets are available for Commencement 2023 candidates and stay under maximum occupancy. An RSVP form was developed for the graduation candidates to request tickets and an opportunity to describe accommodations needed for themselves or their guests.
 - Current progress: The RSVP form is undergoing peer review, and ticket graphics have been requested via Marketing.
- Ellucian Training Review - A few training sessions have taken place, which cover the setup and maintenance from a system administrator perspective of CRM Recruit, our application management system used in Admissions. Currently, a review of the operations covered is being conducted along with compiling a list of items that need further assessment or explanation. While we have used some training available to cover these items, more training sessions are available, so we are looking for productive topics to cover.
 - Current Progress: Review existing training sessions, compile a to-do list for Recruit improvements, and collect a wish list for remaining training sessions.

Pioneer Career Center

Submitted by Marcia Irvine, Director

Selected Activities, Programs, and Updates

- Marcia Irvine, Director, collaborated with the Department of Institutional Effectiveness and assisted with administrating the 2023 CCSSE survey for KCKCC at the Pioneer Career Center.
- Construction students completed their shed build for a customer. Students loaded all the framed walls, roof, and floor on a trailer and



assembled the shed on-site at the customer's house.

- Culinary Capstones began at PCC.
- Jake Potter, USD453 Director of Public Relations and Outreach Services and the Teacher of the Year Team, stopped by the Pioneer Career Center for a tour. The teachers learned about TEC programs and academic classes at the Leavenworth KCKCC location.
- **United States Disciplinary Barracks (USDB) and Joint Regional Correctional Facility (JRCF)**
 - Mid-term classes at each facility began. Math placement testing was conducted at both facilities in preparation for Summer and Fall classes.

Community Involvement

- Dr. Greg Mosier, KCKCC President, Dr. Chris Meiers, Vice President of Student Affairs and Enrollment Management, Marcia Irvine, Director of the Pioneer Career Center, Ashley Irvin, Associate Dean of Career and Technical Education, Mary Spangler, Executive Director of Foundation, Tobi Buchanan, Director of Development, Shelly Thompson, Administrative Assistant, Bruce Palmer, Adjunct Faculty and Kathleen McGowan, Professor, attended the Leavenworth Education Foundation Breakfast. The Leavenworth Education Foundation supports educational efforts in the Leavenworth community. It is a non-profit charitable foundation supported by individuals, organizations, and local businesses.
- Marcia Irvine attended the Association of the United States Army (AUSA) Breakfast on Monday, March 6
- Marcia Irvine participated and served the community at the 41st Rotary Annual Irish Stew Dinner on March 13.
- Marcia Irvine was a guest Reader at St. Paul Lutheran School Read-a-Thon on March 16.
- Marica Irvine, Director of the Pioneer Career Center and Rotarian, and Kim Taylor, Site Coordinator and Leavenworth Lansing Chamber of Commerce Ambassador, participated in the Leavenworth St. Patrick's Day Parade.
- Kim Taylor attended ribbon-cutting ceremonies for The Small Hinge, a creative studio and boutique, Candace Fine Jewelry, and the Grand Re-opening of the Goodwill store.
- KCKCC Pioneer Career Center had an indoor Easter celebration. Over 300 community members, students, volunteers and KCKCC faculty and staff attended. Everyone enjoyed the balloon artist, face painter, caricature artist, crafts, cotton candy, Easter bunny, and snack walk!



Upcoming Programs and Activities

- Upcoming Community Ed Culinary Arts Class – Thursday, April 20, "TikTok Cooking Trends."
- PCC will participate in Community College Awareness Month activities on Tuesday, April 11.

- Blood Drive at PCC Wednesday, April 26
- PCC will host the Military Affairs Council evening social with the Leavenworth Lansing Chamber of Commerce on April 26 at 5 pm. Commanding General of Fort Leavenworth GEN. Beagle will attend.

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 **64** enrollment or graduation verifications.
- **Enrollment and schedule adjustment activity:** The right course selection can help students fit in their interests and learn more about a field they're genuinely interested in studying. In addition, the courses they choose can affect whether they finish your program within their intended timeframe. This month, **14** schedule adjustments were made in the Registrar's Office with the Dean's approval to operate outside the academic calendar limitations, and we processed **39** grade changes.
- **Student Contact Information Updates:** When colleges cannot reach students due to an input error or because their information has changed, they will miss out on essential details. Depending on the message or activity, it could have catastrophic consequences. This month the Registrar's Office processed **71** student record changes. We resolved **3** student records in conjunction with the Business Office to provide missing Social Security Numbers for 1098T processing.
- **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 take courses required for their program of study based on their Student Plan. This month the Registrar's Office processed **94** significant student changes and catalog updates.
- **Transfer Credit Evaluation:** Transfer credit evaluation allows previous college credit to be evaluated for college transcripts, standardized examination scores, or career experience. Due to the importance of enrollment and the beginning of the semester, the Registrar's Office evaluated **215** student records for degree audit exceptions, deviations, waivers, or for posting transfer credit equivalencies.
- **Withdrawal Activity:** KCKCC is committed to helping students achieve their academic goals; however, circumstances may prevent them from completing their coursework as planned. Before 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 **102** student withdrawals and **117** instructor-initiated withdrawal. **5** students were reinstated after administratively withdrawn.
- **No Show/Never Attended Activity:** Per 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. **137** students were purged as no-shows from one or more mid-term courses this month, with **19** students reinstated after being marked as a no-show.

- **Graduation Processing Activity:** College is important for many reasons, including long-term financial gain, job stability, career satisfaction, and success outside the workplace. With more and more occupations requiring advanced education, a college degree or certificate can be critical to success in today's workforce.
 - **9** back dated graduates were processed this month
 - **102** diplomas were ordered.
 - **9** - December 2022 graduation applications were processed and graduated this month.
 - **360** - May 2023 graduation applications were processed.
 - **73** - July 2023 graduation applications were processed.
- **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 five years.
 - **Outgoing transcripts**
 - **447** transcripts were delivered via parchment our transcript service provider; and **16** student unofficial transcripts were processed.
 - **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. **388** transcripts were checked in this month.
 - **80** were received from Parchment, our transcript service provider; **85** were obtained from the National Student Clearinghouse; **91** were received via fax, email, mail, or hand-delivered and **132** were transcripts matched to student records, that were in our orphan files.
- **Student Restriction Activity:** In early March we sent out an e-mail to **124** students who applied and enrolled this Spring of 2023 alerting them that we were still in of their high school transcript. **29** of them responded to the e-mail so only **95** transcript holds were applied. The students were notified that the hold was applied, and that the transcript would be needed for it be lifted and for them to enroll in the upcoming semesters.
- To prepare for early enrollment **1607** students, who had previously been enrolled as concurrent students but are graduating in May or June of 2023, had their concurrent hold removed and upgraded to the concurrent graduate hold. This allows changes their billing code so they are no longer paying the high school rate and are now billed at the regular rate (thanks to Shure Herr for doing this as a batch process) and the students who enrolled early at the wrong tuition rate were re-billed (thanks to the Business Office). This new restriction still requires the students to provide us with a transcript after their high school graduation date is applied, but it also allows them to enroll as a regular student and not to be directed to the concurrent enrollment team.

Student Activities

Submitted by Andrica Wilcoxon, Director

Selected Activities, Programs, and Updates

- KCKCC Mascot Blue welcomed elementary students as they toured KCKCC.
- Provided KCKCC promo items to Rich Piper for two Robotics Tournaments on March 17 and 24 and the KC Fame Chapter on March 31.
- We have been preparing for the Psi Beta Psychology Undergraduate Research Symposium on April 4.



Upcoming Activities and Programs

- April 1-30 – 2023-2024 Student Senate Election Campaigning
- April 4 – PCC Easter Celebration – Community Event
- April 7 – Student Senate Executive Team Shadow Day with President's Cabinet
- April 7 – Main Campus/TEC Easter Celebration – Community Event



Student Financial Aid Office

Submitted By Tammy Reece, Director

Selected Activities, Programs, and Updates

- **Second Chance Pell Prison Program-** The Financial Aid Office continues to assist students at the Lansing Correctional Facility. We are currently assisting students in two cohorts, one that will complete their program at the end of the summer of 2023 and the other that will begin in the fall of 2023. Individual assistance with FAFSA completion is provided weekly. Staff will continue to visit the site, assist in completing the paper FAFSA forms, and then enter the data into the Department of Education's system.
- **Summer Financial Aid-** Students with remaining Pell Grant eligibility for summer are being awarded and notified through student email of their award.
- **2023-2024 Financial Aid Applications-** FAFSA records continue to be loaded and processed for the 2023-2024 academic year. As of this date, 3,362 students have submitted the FAFSA to KCKCC. Students are being notified of their status, and awarding has already begun. With the return of the federal verification process, we continue to see an increase in federally selected records for verification, an audit process conducted by the KCKCC Student Financial Aid Office. Currently, 29.7% of our FAFSA records have been selected for verification.

Upcoming Activities and Programs

- Federal Loan Exit Counseling was provided to students who are scheduled to graduate at the close of Spring 2023 or Summer 2023. With the expiration of the pandemic protections and the anticipated return of student loan repayment to all borrowers, this is an important step for them to initiate contact with their loan servicer.
- Several Student Financial Aid Staff will attend the Kansas Association of Financial Aid Administrators Conference, April 12-14, in Salina, KS.

Financial Aid Disbursed to Student Accounts

	FALL	Spring	Summer	Total
2022-2023	\$4,957,419	\$4,168,855		\$9,126,274
2021-2022	\$7,588,817	\$7,806,760	\$717,534	\$16,113,111
2020-2021	\$5,850,551	\$5,152,575	\$1,360,785	\$12,363,911

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

Financial Aid Applications Received as of April 1

Academic Year	Total Number of Records	Records Received in March
2022-2023	8141	115
2021-2022	8650	275
2020-2021	9299	151

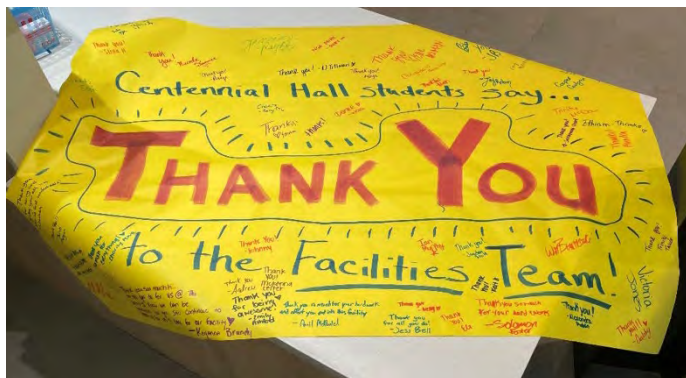
Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

- We successfully conducted Resident Assistant interviews and hired 7 RAs for the 2023-2024 Academic Year and 4 RAs for Summer 2023.
- We continue accepting contracts for Summer 23 and 2023-2024 Academic Year. Returning non-student-athlete residents had a priority deadline of March 31 and are currently self-selecting their rooms for the upcoming contract periods. New non-student-athlete residents have a priority deadline of April 14 and will begin self-selecting their rooms afterward. Student-athletes priority deadline is June 15 (coaches have reserved bed spaces.) The coaches have reserved 160 beds leaving 90 beds available for non-student-athletes. As of today, we have 78 contracts for those 90 beds (although application fees/deposits have not been paid yet for all of those). Beds are reserved on a first-come, first-served basis for non-student-athletes.

- In April, Student Housing will be participating in Thankful Thursdays. Each Thursday, we will show our appreciation to various departments across the College who support Centennial Hall. For the first Thursday of the month, we recognized the Facilities team.



Upcoming Activities and Programs

- We will host Flapjacks for Finals on Monday, May 8. This is when the RAs and staff at Centennial Hall prepare and serve pancakes for residents the night before Finals begin.
- Student Housing and Facilities are planning the transition from Spring housing to Summer housing to happen in late May.

Student Success and Retention

Submitted by Brady Beckman, Director of Student Success and Retention

Selected Activities, Programs, and Updates

- Offers have been made for all open positions, including the Assistant Director of Student Success and Retention, Student Success Advisor, and the two Retention and Coach positions.
- Jeremiah McCluney, Student Success Advisor, has initiated the planning stage for a more robust new student orientation program here at KCKCC.
- Chris Munoz, Student Success Advisor, took a group of students to Northwest Missouri State on April 24, sponsored by the Transfer Club.
- "Walk-In" student traffic for the month of March was 300. Student Success Advisors processed more than 250 graduation applications, and the Placement Testing Center administered 687 Tests.

Upcoming Activities and Programs

- 2023 Spring KCKCC Career and Transfer Fair will be held on Wednesday, April 12, from 10 am-1 pm.
 - More than 100 employers and 35 colleges have registered for the event.
- Summer and Fall Enrollment is NOW OPEN. Advisors are working diligently to meet students' enrollment needs. Students may schedule appointments with advisors or stop in for walk-in advising that we offer every day from 8 am-6 pm.
- April 11: Transfer Club visit to Kansas State University.

Upward Bound Academy

Submitted by Veronica Knight, Director

Selected Activities, Programs, and Updates

- Eighteen Upward Bound Academy student scholars and 4 chaperones traveled to Chicago on March 31 to participate in the 6 Annual Chicago Black College Expo. The first stop upon arrival was DePaul University where student SaVaughn McClain joined them. SaVaughn is a Kansas City, Kansas native and former Sumner Academy student. Students enjoyed Chicago Style Pizza as he shared his experience with the students and clued them in on strategically aligning their classes and activities in high school to maximize the likelihood of attending the college of their choice. More than 50 colleges and Universities attended the Chicago Black College Expo. Our student Scholars received college admission acceptance letters, and student scholar Jade Edwards, pictured below, received \$75,000 in scholarships on the spot. A visit to the Navy Pier to dine and explore was the culmination of the trip before the return to Kansas City, Kansas, on Sunday, April 2.
- During the past few months, the Upward Bound Academy staff has met and collaborated with the KCKCC foundation, Saturday Academy, and the KU Upward Bound staff. We have also been invited to serve on community resource boards. These strategic alliances help fulfill our objective to work collaboratively as we recruit and support the students and their families in our targeted schools.



Upcoming Activities and Programs

- Interviews have begun, and offers have been extended to our first team of tutors and instructors. We are currently recruiting instructors and program assistants for our Summer Component.
- We have 5 - \$1000 scholarships for high school seniors available and will be visiting the schools in the next two weeks to identify recipients to enroll for the upcoming summer and possibly the fall semester.
- Plans for the Upward Bound Academy Summer Component are being finalized. The Summer Program will take place from June 5 – July 15. Students will take classes in math, science, English, foreign language, speech, and life skills --such as critical thinking and self-awareness. We will also implement service-learning and experiential programming as we integrate non-stem programming into our academy.

Marketing Division

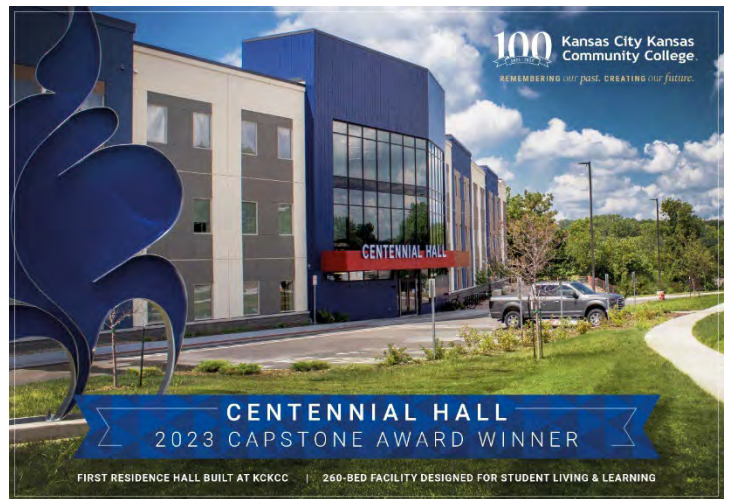
Kris Green, Chief Marketing & Institutional Image Officer

General Marketing

Kris attended the National Council for Marketing and Public Relations national conference in Orlando. The team won a national award, the Silver Paragon, for the social media post that featured Lansing Correctional Facility commencement ceremony.

Kris worked with Cabinet to finalize the draft of the KCKCC Strategic Plan. The plan draft was shared with the shared governance groups. Employees and students will be able to comment on the plan through email from April 17 to May 5.

Kris attended the KC Business Journal Capstone Award Ceremony and placed an advertisement about Centennial Hall in the award edition of the KC Business Journal



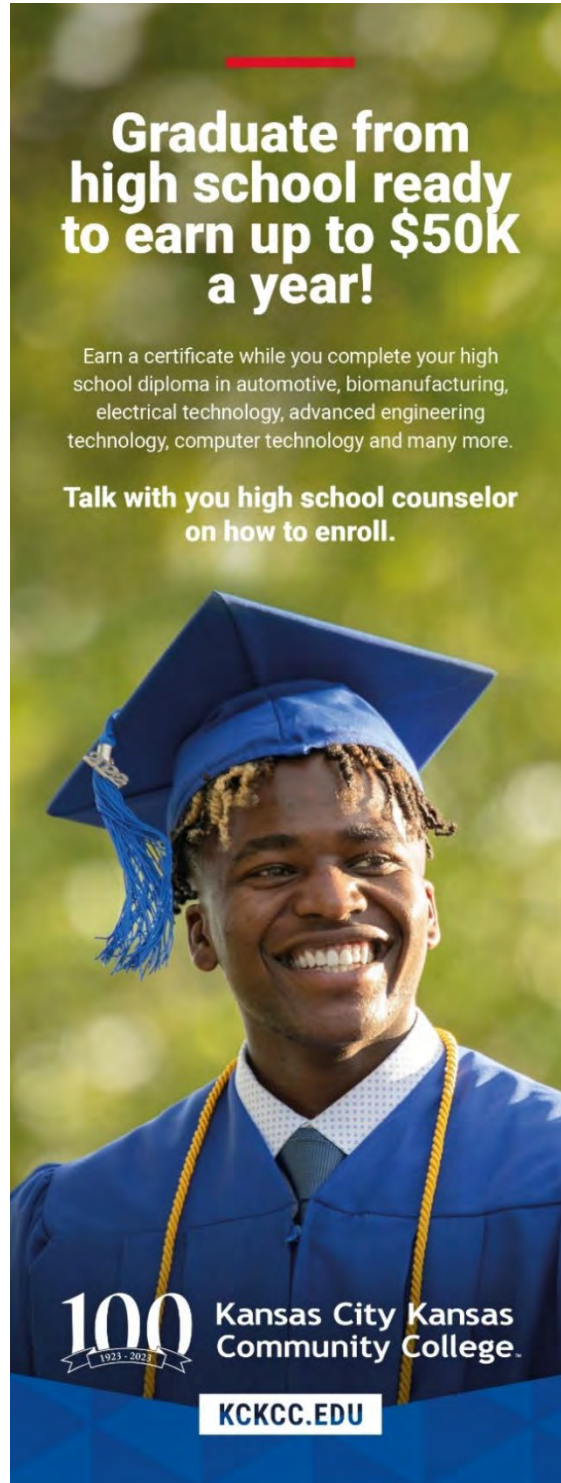
The Marketing team celebrated Community College Awareness Month in April. Staff went to each site to offer treats, give away college pennants and create short videos about why students love community college. TEC celebrated on April 10, PCC celebrated April 11, and main campus celebrated April 17.

The Marketing team helped promote the Nursing Open House this month with posters, signs and a paid social media advertising campaign. More than 65 potential students attended the open house. The social media campaign reached 24,375 individuals.

Graphic Design

Rollie Skinner, Graphic Designer, focused heavily on various KCKCC advertisements, while still completing many internal projects.

- USD 500 newspaper advertisement



- Get Ahead Enroll flyer



Print Shop

Kim Lutgen, Print Shop Manager, and Joy Cicero, Production Assistant, performed a number of duties related to the design and duplication of high-quality marketing materials and daily faculty needs throughout the month, while keeping up with meeting schedules, design work, other department priorities and timelines.

Web Administration

Matthew Fowler, Web Administrator, worked with many different departments and divisions for both the website and the outdoor marquees.

- Matt supported the Undergraduate Student Research Symposium in the Psychological Sciences by laying out their landing webpage,
<https://www.kckcc.edu/academics/divisions/social-behavioral-sciences-public-services/psychological-sciences-symposium/2023-symposium.html>.
- Matt supported the Foundation with the Hall of Fame
 - Added the sponsors to the event's landing webpage:
<https://www.kckcc.edu/foundation/events/hall-of-fame/index.html>
 - Created the 2023 Hall of Inductees webpage:
<https://www.kckcc.edu/foundation/events/hall-of-fame/inductees/2023.html>

Graphics

Matt created varied digital graphic designs.

- Spring Break 2023



- Apply for Student Housing



Outdoor Marquees

Matt created animation slides for the outdoor marquees for:

- Theatre's production of 'Mauritius'
- Enrollment Opens April 1
- Spring Break
- Nursing Open House on April 6

Photography

Matt took photos of several different events and departments.

- Theatre's production of 'Mauritius'



- Art department's drawing and pottery classes



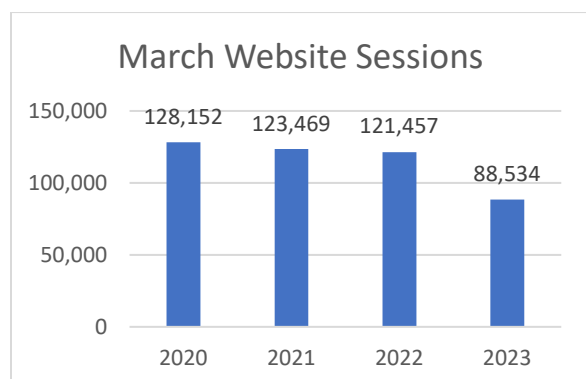
- The meeting with President Mosier, local leaders and business groups, and Marvin Windows representatives.



General Website Information

Omar Brenes, Web Architect, has now trained 78 faculty/staff members on how to use the KCKCC Website Editor. Training is held every 6 weeks.

The Marketing Team is beginning a website redesign process. This semester, the team has dived into the website data. A best practice in higher education is to filter out college computer addresses when looking at website data, as it skews the data toward employee use versus the student experience. The 28% decline in March 2023 is a result of filtering out internal users.



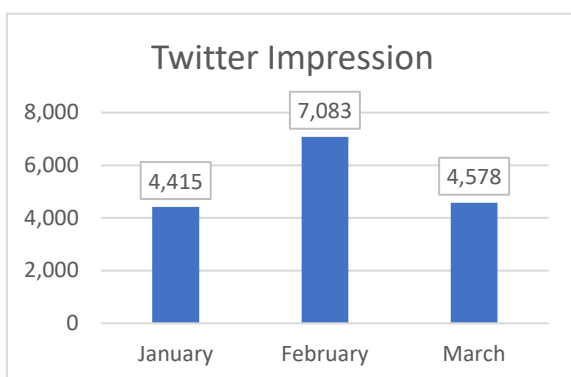
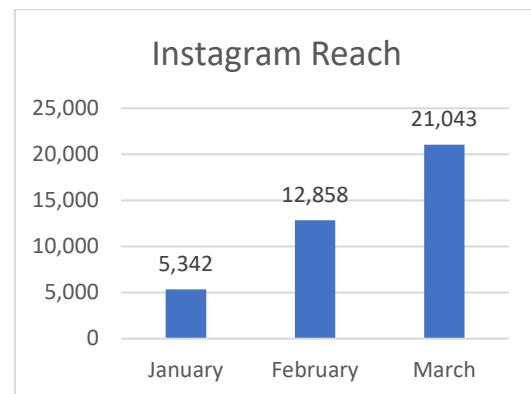
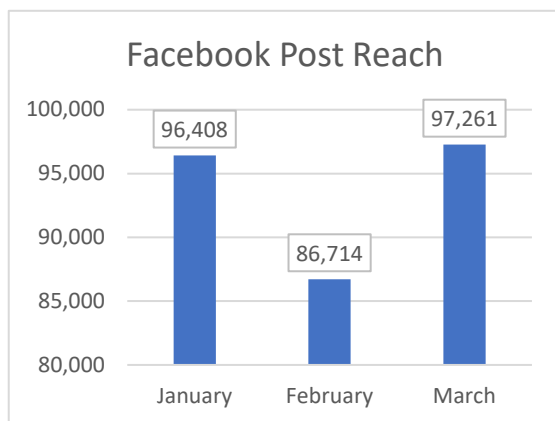
Top Webpages for March 2023	
Webpage	Pageviews
Degree / Certificate Webpage	9,001
Class Schedule	2,867
Steps to Enrollment	2,495
Health Professions	2,384
2022-2023 Academic Calendar	2,065


Athletics

Tyler Scott, Athletics and Activities Media Specialist, continued taking photos at spring athletic events. He completed graduation interviews with athletes who chose to participate. He also took photos for the Undergraduate Student Research Symposium in the Psychological Sciences and other various Marketing photo requests.

Social Media

Kelly Rogge, Public Information Manager, promoted opportunities for current and future KCKCC students and celebrated achievements of programs and faculty.






Kansas City Kansas Community College

Published by Kelly Evenson Rogge · Favorites · March 29 ·

The KCKCC Nursing programs are hosting an Open House from 4:30 to 6:30 p.m. April 6 in the Nursing Building on the KCKCC Main Campus. Stop by to learn about the nursing programs at KCKCC, visit with faculty and current students and see our simulation lab in action! For more information, call 913-288-7543. Learn, Lead, Achieve at KCKCCI #KCKCCProud #Nursing



Kansas City Kansas Community College

NURSING

OPEN HOUSE

April 6, 2023 | 4:30pm - 6:30pm

Nursing Building at KCKCC, enter at the Performing Arts Entrance

Learn more about our nursing program, visit with faculty and current students, tour facility—including simulation lab and enjoy refreshments.

Performance for your post

24,375 People Reached

674 Reactions, Comments & Shares

491 Like	464 On Post	27 On Shares
40 Love	34 On Post	6 On Shares
1 Haha	1 On Post	0 On Shares
30 Comments	25 On Post	5 On Shares
112 Shares	112 On Post	0 On Shares


1,622 Post Clicks

260 Photo views	6 Link clicks	1,356 Other clicks
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NEGATIVE FEEDBACK

1 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page


Reported stats may be delayed from what appears on posts



Kansas City Kansas Community College

Published by Kelly Evenson Rogge · Favorites · March 7 ·

Become a KCKCC Biology Scholar! KCKCC has been awarded a National Science Foundation S-STEM Grant, which will allow the college to start a Biology Scholars Program. Not only can selected students receive a \$7,500 per year scholarship, but will also be paired with a mentor as they complete their associate degree in biology as well as receive other STEM-related opportunities. Interested students can visit www.kckcc.edu/biologyscholarship for more information and find out how to apply! #KCKCCProud #YouBelongHere



24,150 People reached

1,629 Engagements

Boost again

Performance for your post

24,150 People Reached

747 Reactions, Comments & Shares

554 Like	460 On Post	94 On Shares
41 Love	30 On Post	11 On Shares
8 Wow	5 On Post	3 On Shares
1 Angry	1 On Post	0 On Shares
19 Comments	9 On Post	10 On Shares
125 Shares	125 On Post	0 On Shares

882 Post Clicks

149 Photo views	51 Link clicks	682 Other clicks
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NEGATIVE FEEDBACK

2 Hide post	1 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Post details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · ★ Favorites · March 7 · 🌐

Look at what our Blue Devils are doing in class! #KCKCCProud



Kansas City Kansas Biomanufacturing Training Laboratory
March 7

Proud moment: We started mammalian cell culture work today at KCKCC for the first time.
HEK293 cells were passed.

1,646 People reached **232** Engagements Boost unavailable

Performance for your post

1,646 People Reached

13 Reactions, Comments & Shares

10 Like	10 On Post	0 On Shares
3 Love	3 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
0 Shares	0 On Post	0 On Shares

219 Post Clicks

154 Photo views	0 Link clicks	65 Other clicks
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NEGATIVE FEEDBACK

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Post details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · ★ Favorites · March 23 · 🌐

Looking for a job? Interested in transferring to a four-year college/university? Then make plans to attend the KCKCC Spring Career and Transfer Fair April 12! #KCKCCProud



Kansas City Kansas Community College | **WORKFORCE PARTNERSHIP**
JOINTLY • COLLEGE-BASED • WORK-ORIENTED

Get more likes, comments and shares
When you boost this post, you'll show it to more people.

1,159 People reached **56** Engagements **Boost post**

Performance for your post

1,159 People Reached

34 Reactions, Comments & Shares

16 Like	13 On Post	3 On Shares
4 Love	1 On Post	3 On Shares
6 Comments	0 On Post	6 On Shares
8 Shares	8 On Post	0 On Shares

22 Post Clicks

9 Photo views	0 Link clicks	13 Other clicks
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NEGATIVE FEEDBACK

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Post details



Kansas City Kansas Community College

Published by Kelly Evenson Rogge · Favorites · March 9 ·

Representatives from Kellogg's headquarters in Battle Creek, Mich. shared information with students in the KCKCC Electrical Technology Program on Kellogg's apprenticeship program and career pathways. The representatives also provided snacks from Kellogg's to students. #KCKCCProud



KCKCC Technical Education Center March 9

Kellogg's came to the KCKCC Technical Education Center today. Representatives from the Kellogg's headquarters in Battle Creek, MI, shared information with students...

Performance for your post

1,961 People Reached

22 Reactions, Comments & Shares

16 Like	16 On Post	0 On Shares
2 Love	2 On Post	0 On Shares
2 Comments	0 On Post	2 On Shares
2 Shares	2 On Post	0 On Shares

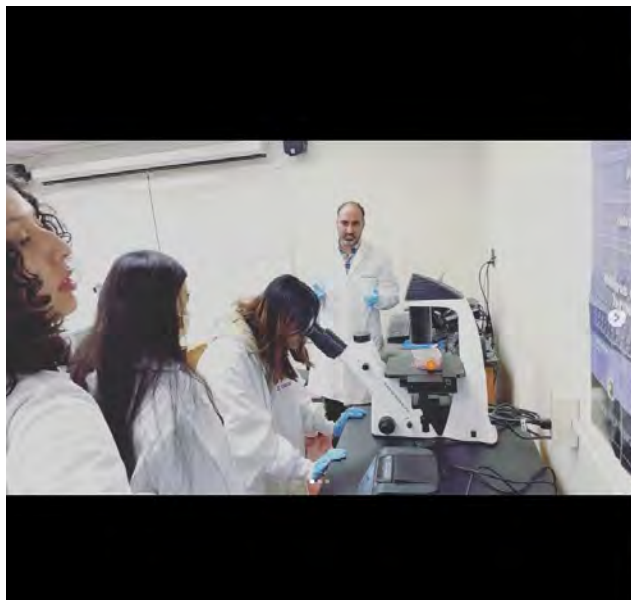
140 Post Clicks

106 Photo views	0 Link clicks	34 Other clicks
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NEGATIVE FEEDBACK

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts



kansascitykccc

kansascitykccc Students in KCKCC's Biomanufacturing Program have been working on mammalian cell culture work. Keep up the hard work Blue Devils! #KCKCCProud #KCKCC #bluedevils #biomanufacturing #tec #stem #labcoats #science #microscope #communitycollege #learning #studentlife

View insights

Boost post



Liked by gocoastguardkansascity and 13 others
MARCH 7



kansascityksc

kansascityksc Congratulations to Todd Gordon, professor in the Math, Science and Computer Technology Division and Kristofer-Paul L. White, adjunct faculty in Health Professions who received the Fall 2022 TEACH Awards in a ceremony last month. The TEACH (Teaching Excellence and Colleague Honor) Award is co-sponsored by KCKCC's Faculty Senate and the Center for Teaching Excellence. It is a peer nominated and peer reviewed award, given to both a full-time and an adjunct faculty member who make a difference in the lives of their students each semester. Their names are also engraved on a plaque in the CTE. Congratulations to both of the winners! #KCKCCProud #kckcc #bluedevils #teach #educators #highered #communitycollege #congratulations #greatjob #recognition

6d

View insights

Boost post

Liked by kckccadmissions and 15 others

6 DAYS AGO

Add a comment...

Post

Tweet activity

KCKCC @KansasCityKSCC
 Welcome to KCKCC! We are excited to have you a part of the Blue Devil community! #KCKCCProud ❤️💙💙💙
<https://twitter.com/KCKCCAthletics/status/163893438704268902>
 5

Impressions	1,148
Total engagements	45
Detail expands	23
Profile clicks	11
Likes	6
Retweets	3
Replies	1
Link clicks	1

**BOARD OF TRUSTEES REPORT
FINANCE, FACILITY SERVICES, & POLICE DEPARTMENT
DR. SHELLEY KNEUVEAN, CHIEF FINANCIAL OFFICER
APRIL 2023 REPORT**

FINANCE - DR. SHELLEY KNEUVEAN, CFO

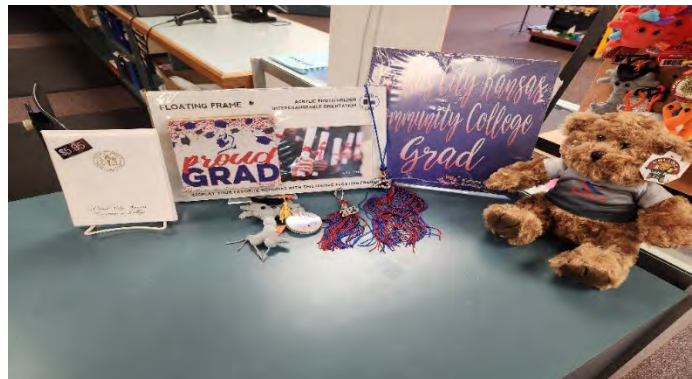
FY24 Budget

- Staff is continuing to develop the proposed budget for FY24. Through additional discussions with the Wyandotte County Assessor as well as the staff at KACCT, we are developing proposed options for the property tax calculations as well as estimated funds from the State. It is anticipated the State funding will be finalized by the end of April, and the final valuations from the County will be in June. As a reminder, the Budget Calendar calls for Finance Committee discussions to begin in June to be finalized in August.

Auxiliary

2023 Sales are \$64,427.46, up 34% over the same time last year. The Bookstore assisted 5,571 customers, which is a 32% increase over last April.

The Bookstore has caps and gowns for students to pick up, once they have had their graduation check and paid the fee. They also have many gifts and signs celebrating the new graduates.



FACILITY SERVICES – CHRIS GARDNER, DIRECTOR

- When college owned property is no longer needed, it is declared surplus and disposed of. A major way of disposal is through the Purple Wave auction, a service used by many colleges, universities, school districts, and governmental agencies. This provides a competitive bidding process to ensure the College receives the best prices. In March, the College sold equipment for over \$300k in an auction which goes into the general fund. Administration will be developing a written policy to document this process over the summer.
- Installed new benches around the main campus to replace the old, rusted benches.

- Facilities implemented a new asset tagging system to improve the documentation for our fixed assets. The department has tagged over 1,500 items as of the end of March.
- The new work order system went live which will provide better reporting for the departments.
- During spring break, a number of improvements were completed at Centennial Hall including apartment air filters swap, Loctite door peep holes, HVAC adjustments, and evacuation signs installation in every room.
- A significant project undertaking this month is the renovation of the Board room. This is a heavily used conference room that was in need of updating. The ceiling contained asbestos and was removed by professionals, and when completed the AV will be greatly improved as well as an overall refresh.
- Work continues on the Facility Master Plan. Investigative work by the consultants (Treanor) has been completed and they are now moving into the concept development phase. In early May there will be opportunities for the campus community and the Board of Trustees to provide input on the concepts for consideration. It is anticipated that the plan will be completed by the end of June.



COLLEGE POLICE – ROBERT PUTZKE, CHIEF

- Safety continues to be a focus of campus police.
 - Chief Robert Putzke performed CRASE (Civilian Response to Active Shooter Events) Training at the main campus March 7 and at TEC March 10.
 - Safety improvements continue to be made around the campus as part of the Safety and Security effort funded in FY23.
 - The Police and Facility Services departments participated with the Student Affairs team in a student-led safety walk. This provided valuable insight into student perspectives about safety concerns and physical improvements to consider.
- New officer Joshua Reynolds started the Kansas Law Enforcement Training Center (state police academy) on March 27 through June 30.
- Sergeant Scott Bailie attended Hiring/Recruiting/Background Investigations training through Washburn University March 27 and 28.

Kansas City Kansas Community College
Monthly Financial Summary

March - YTD FY2023				
Summary: Net Position	Feb-23	Mar-23	Monthly Change	Comments
Total Assets	\$ 147,369,620	\$ 149,279,043	\$ 1,909,423	
Total Liabilities	\$ 42,980,381	\$ 40,991,736	\$ (1,988,645)	
Increase /(Decrease) in Net Position	\$ 104,389,239	\$ 108,287,307	\$ 3,898,068	H1

Summary: Revenue and Expenses	23-Feb	23-Mar	Monthly Change	Comments
YTD Total Revenues	\$ 64,155,741	\$ 73,622,296	\$ 9,466,555	H2
YTD Operating Expenses	\$ 47,774,874	\$ 55,103,016	\$ 7,328,142	H3
Increase/(Decrease) in Net Revenue	\$ 16,380,867	\$ 18,519,280	\$ 2,138,413	H4
Current Month - Burn Rate				FY Average budgeted monthly burn rate =\$6.86M

Highlights / Key Financial Initiatives	
H1	Net position increased by \$3.9 million. Net position is the difference between assets (current and noncurrent assets) and liabilities (current and noncurrent liabilities). A positive net position demonstrates financial stability of an institution.
H2	Additional revenue for March was \$9.5 million. The most significant amount was \$6 million in ARPA funds for the KCK Education, Health and Wellness Center from the Department of Commerce. This is 1/2 of the awarded ARPA funds for the project. Additionally, \$3 million more was received in property taxes.
H3	Additional expense for March was a debt payment in the amount of \$1.85 million (approximately 1/2 of total debt paid annually). The ongoing operating expenses was \$5,478,142. As a note, once the faculty contract is ratified and approved in the coming months, we will incur the expense for faculty retroactive pay as of July 1, 2022 in a lump sum. These increases are budgeted, but have not been paid awaiting the final contract negotiations and approval. Once approved, we will incur a "catch up" amount effectively making the pay increases effective back to July 1. It is anticipated these retroactive payments will occur in May 2023.
H4	Net revenue increased by \$2.1 for the month from February. As of March 2023, the net revenue is \$18.5 million; however, it is anticipated the net revenue will be \$5.6 million as planned for the fiscal year as of June 30, 2023 (versus the current \$18.5 million).

Risks / Issues	
R1	Wyandotte County's unemployment rate was 3.3% for December and the KC metro was at 2.5% as of November. Historically, low unemployment rates trend with low enrollment rates as potential students are employed in the workforce, rather than enrolling in college.
R2	The increased number of retirements, resignations, and difficulty in hiring is a challenge facing the country as well as the metro area. Leavenworth County has the highest weekly wage earnings followed by Wyandotte County in the state of Kansas, and neighboring Johnson County has the 3rd highest weekly wage. The metro offers many opportunities for employment at competitive wages, making it difficult to obtain quality candidates for college position openings. This is affecting the police department, student affairs, and facilities in particular.

KANSAS CITY KANSAS COMMUNITY COLLEGE									
STATEMENT OF REVENUES AND EXPENSES									
YTD MARCH 2023									

KANSAS CITY KANSAS COMMUNITY COLLEGE
Information Regarding Net Position
YTD MARCH 2023

Summary Statement of Revenue & Expenses

	FY2023 Actual	Annual Budget	FY2022 Actual	Annual Budget	FY2021 Actual	Annual Budget	FY2020 Actual	Annual Budget
Operating Revenues	\$ 27,262,939	\$ 24,861,785	\$ 33,149,847 ¹	\$ 34,420,330	\$ 23,215,645	\$ 26,816,600	\$ 21,500,608	\$ 27,315,064
Non-Operating Revenues, Net	46,359,357	64,014,032	40,074,162	57,762,262	38,796,881	57,320,243	37,668,669	57,959,925
Total Revenues	73,622,296	88,875,817	73,224,009	92,182,592	62,012,526	84,136,843	59,169,277	85,274,989
Operating Expenses	55,103,016	82,287,164	57,653,546 ²	85,687,565	53,621,751	79,144,659	54,089,388	80,812,679
Increase/(Decrease) in Net Revenue	\$ 18,519,280	\$ 6,588,653	\$ 15,570,463	\$ 6,495,027	\$ 8,390,775	\$ 4,992,184	\$ 5,079,889	\$ 4,462,310

¹ Covid revenues of \$16,718,304 received in FY2022

² Covid relief of \$6,439,252 paid to students in FY 22; \$9,828,412 Covid Institutional funds spent in FY22

Summary Statement of Net Position

	YTD FY2023	YTD FY2022	Unaudited Year-End FY2022
Assets			
Current Assets	\$ 71,938,725	\$ 61,974,621	\$ 70,440,047
Noncurrent Assets	77,340,318	70,818,245	71,934,845
Total Assets	\$ 149,279,043	\$ 132,792,866	\$ 142,374,892
Liabilities			
Current Liabilities	\$ 6,395,256	\$ 6,458,580	\$ 12,702,984
Noncurrent Liabilities	34,596,480	37,633,184	34,596,480
Total Liabilities	40,991,736	44,091,764	47,299,464
Net Position	108,287,307	88,701,102	95,075,428
Total Liabilities and Net Position	\$ 149,279,043	\$ 132,792,866	\$ 142,374,892

KANSAS CITY KANSAS COMMUNITY COLLEGE							
BANK BALANCES PER GENERAL LEDGER							
						YTD	PRIOR YEAR
FINANCIAL INSTITUTION		FUND NO.	FUND	CHECKING	INVESTMENTS	31-Mar-23	31-Mar-22
BROTHERHOOD BANK		25	FEDERAL PROGRAMS	\$ 551,898		\$ 551,898	\$ 526,794
BROTHERHOOD BANK		61	CAPITAL OUTLAY	\$ 4,008,387		\$ 4,008,387	\$ 3,946,815
BROTHERHOOD BANK CD	¹	61	Investment		\$ 3,187,012	\$ 3,187,012	\$ 3,183,827
BROTHERHOOD BANK		74	BOARD SCHOLARSHIP	\$ 479,101		\$ 479,101	\$ 333,039
LIBERTY BANK CD	²	n/a	Investment		\$ 509,976	\$ 509,976	\$ 508,684
COUNTRY CLUB BANK		13/14	ABE-CONT. EDUCATION	\$ 207,736		\$ 207,736	\$ 365,700
COUNTRY CLUB BANK		72	INCIDENTAL (AGENCY)	\$ 150,845		\$ 150,845	\$ 235,067
SECURITY BANK		11	GENERAL FUND	\$ 56,596,906		\$ 56,596,906	\$ 40,958,962
SECURITY BANK		15	TECHNICAL ED FUND	\$ 765,591		\$ 765,591	\$ 820,851
SECURITY BANK		16	STUDENT UNION	\$ 1,440,809		\$ 1,440,809	\$ 1,301,363
			(AUXILIARY SERVICES)				
SECURITY BANK		63	STUDENT HOUSING	\$ -		\$ -	\$ 8,482,823
			(CONSTRUCTION FUND)				
SECURITY BANK CD	³	n/a	Investment		\$ 3,539,258	\$ 3,539,258	\$ -
UMB BANK *		17	PAYROLL	\$ -		\$ -	\$ -
TOTAL				\$ 64,201,273	\$ 7,236,246	\$ 71,437,519	\$ 60,663,925
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.							
¹ CD Maturity Date 12/27/2023 @ 4.65%							
² CD Maturity Date 3/5/2024 @ .33%							
³ CD Maturity Date 4/19/2023 @ 4.52%							

Kansas City Kansas Community College										
Cashflow Analysis (General & TEC Funds)										
July 1, 2022 to June 30, 2023										
July 1, 2021 to June 30, 2022										
Month	FY2023	FY2022	FY2023	FY2022	FY2023	FY 2022		FY2023	FY2022	FY2023
	Operational	Operational	Operational	Operational	Net	Net		Transfers	Transfers	Cash
	Cash	Cash	Cash	Cash	Change	Change		In/Out	In/Out	Balance
	Inflow	Inflow	Outflow	Outflow						Balance
June										47,909,838
July	1,804,276	2,723,922	(6,759,717)	(6,357,332)	(4,955,441)	(3,633,410)		(147,514)		42,806,883
August	9,089,842	10,086,186	(6,009,394)	(10,957,213)	3,080,448	(871,027)		73,658	(1,712)	45,960,989
September	8,880,290	9,451,036	(9,832,678)	(11,990,740)	(952,388)	(2,539,704)			1,580	45,008,601
October	7,164,767	10,893,451	(11,545,519)	(4,301,288)	(4,380,752)	6,592,163				40,627,849
November	3,662,796	2,223,477	(7,679,758)	(8,911,138)	(4,016,962)	(6,687,661)				36,610,887
December	1,618,093	3,934,558	(6,718,546)	(7,770,982)	(5,100,453)	(3,836,424)				31,510,434
January	33,295,279	29,192,526	(7,725,449)	(7,384,183)	25,569,830	21,808,343				57,080,264
February	4,999,056	8,597,739	(7,393,650)	(9,236,101)	(2,394,594)	(638,362)				54,685,670
March	11,645,157	9,339,673	(8,968,330)	(11,142,860)	2,676,827	(1,803,187)				57,362,497
April	7,609,775	7,609,775	(8,742,160)	(8,742,160)	(1,132,385)	(1,132,385)				56,230,112
May	3,258,874	3,258,874	(5,864,005)	(5,864,005)	(2,605,131)	(2,605,131)				53,624,981
June	20,156,581	20,156,581	(10,289,040)	(10,289,040)	9,867,541	9,867,541				63,492,522
Totals	113,184,786	117,467,798	(97,528,246)	(102,947,042)	15,656,540			(73,856)	(132)	
Bold = Actual										
	70,514,399		(63,664,711)							
GL Balance	General Fund	\$ 56,596,906								
	TEC Fund	\$ 765,591								
		\$ 57,362,497								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Summary
YTD March 2023

Debt Issuance		Original Issue Date	Original Maturity Date	Original Principal Issued	Refinance Principal Issued	New Maturity Date	Balance 6/30/2022	Payments FY23 Amount	Less Interest	Balance 6/30/2023
COP-Capital Lease Oblig	¹	7/1/2013	6/1/2027	\$5,750,401	\$1,585,000	4/1/2023	\$415,000	\$428,488	\$13,488	\$0
	²	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$2,500,000	\$646,940	\$76,940	\$1,930,000
	³	3/1/2020			\$11,095,000	4/1/2029	\$7,730,000	\$2,129,200	\$309,200	\$5,910,000
	⁴	3/1/2020			\$4,270,000	4/1/2029	\$4,230,000	\$133,376	\$103,376	\$4,200,000
Revenue Bond Oblig	⁵	1/27/2021	1/31/2053	\$19,840,000	NA	NA	\$19,840,000	\$697,931	\$697,931	\$19,840,000
				<u><u>\$33,635,401</u></u>	<u><u>\$20,975,000</u></u>		<u><u>\$34,715,000</u></u>	<u><u>\$4,035,935</u></u>	<u><u>\$1,200,935</u></u>	<u><u>\$31,880,000</u></u>

¹ Technical Education Center

² Energy Efficiency Renovations

³ Refinance of future payments of 2010 (Jewell Center Renovations), 2013 (Technical Education Center), and 2014 (Energy Efficiency Renovations) Series

⁴ Refinance of future payments of 2010 (Jewell Center Renovations), 2013 (Technical Education Center), and 2014 (Energy Efficiency Renovations) Series

⁵ Student Housing

Predictive Model of Significant Annual Cash Flows - FY2023

Inflows

Outflows

	Description	Amount	Description	Amount
July				
August	State Aid - Disbursement 1	\$ 5,004,791	Insurance (Annual Premium)	(\$628,370)
September	Tax Distribution	\$ 2,845,034	Financial Aid Refunds	(\$3,150,000)
	Current Tax	\$ 982,000	COP - Interest on Debt (Certificates of Participation)	(\$206,288)
	Heavy Truck	\$ 992		
	Motor Vehicle	\$ 1,550,000		
	Commercial Motor Vehicle	\$ 11,500		
	Motor Vehicle Excise	\$ 10,792		
	RV	\$ 7,000		
	Delinquent	\$ 282,750		
	Financial Aid Draw	\$ 3,300,000		
October	Tax Distribution	\$ 808,695	COP - Interest on Debt	(\$38,470)
	Current Tax	\$ 2,750		
	Motor Vehicle	\$ 582,600		
	Commercial Motor Vehicle	\$ 2,500		
	RV	\$ 1,489		
	Delinquent	\$ 219,356		
	SB 155 Funding - Disb	\$ 3,125,367		
November			COP - Interest on Debt	(\$6,744)
December				
January	Tax Distribution	\$ 25,465,982		
	Current Tax	\$ 23,530,870		
	Heavy Truck	\$ 7,571		
	Motor Vehicle	\$ 937,900		
	Commercial Motor Vehicle	\$ 20,513		
	Motor Vehicle Excise	\$ 12,805		
	RV	\$ 3,975		
	Industrial Revenue Bonds	\$ 539,898		
	Delinquent	\$ 412,450		
	State Aid - Disbursement 2			
February	Financial Aid Draw	\$ 3,075,000	Financial Aid Refunds	(\$2,650,000)
March	Tax Distribution	\$ 1,871,905	COP - P & I (Principal and Interest)	(\$2,056,288)
	Current Tax	\$ 1,114,519		
	Heavy Truck	\$ 3,684		
	Motor Vehicle	\$ 422,055		
	Commercial Motor Vehicle	\$ 135,148		
	RV	\$ 1,199		
	Delinquent	\$ 195,300		
April			COP - P & I	(\$608,470)
May			COP - P & I	(\$421,744)
June	Tax Distribution	\$ 19,245,292		
	Current Tax	\$ 17,628,000		
	Heavy Truck	\$ 2,520		
	Motor Vehicle	\$ 1,107,400		
	Commercial Motor Vehicle	\$ 31,075		
	RV	\$ 7,006		
	Industrial Revenue Bonds	\$ 217,301		
	Delinquent	\$ 251,990		

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BOARD OF TRUSTEES REPORT

HUMAN RESOURCES

APRIL 2023

Human Resources Summary

- The new KCKCC [HR Professional Development Calendar](#) on [HR MyDotte](#) was launched this month. The calendar includes upcoming training and professional development events.
- The monthly professional development sessions offered this month were *Cultural Intelligence* and *Teambuilding*.
- The HR employment team participated in KCKCC's Career and Transfer Fair.
- The CEIM co-hosted a Women's History Month (WHM) event in collaboration with Women and Gender Advocacy, Counseling and Advocacy Center, and Women's Studies. The event was facilitated by Dr. Tamar Agha-Jaffar, who presented *Women's Voices in Myth: Still Speaking to Us After All These Years*.
- Planning for the Employee Recognition and Retirement Ceremony continued.
- Employee Survey Highlights (Detailed information is included in the full HR report)
 - New Employee Survey
 - Decrease in the overall communication satisfaction rating (Q4 - 4.15, Q1 – 3.2)
 - Between Quarter 4 (2022) and Quarter 1 (2023) there is an increase in how the employees have rated their experience regarding the introduction to their teams, department objectives, performance objectives and expectations.
 - Feedback from employees' comments indicated KCKCC employees are friendly the hiring process allowed for ample opportunities to ask questions and follow up. The comments also noted areas of improvement are computer setup and dissemination of division and community events on campus.
 - Exit Interview Survey
 - For Quarter 1 (2023), the top three reasons employees identified as their reason for leaving KCKCC were related to working conditions, personal reasons and retirements.
 - Feedback from employees' comments suggest there were opportunities to develop relationships with employees and students, loved the flexible hours and ability to bring new ideas. For areas of improvement, being overworked was mentioned by one employee.

BOARD OF TRUSTEES REPORT HUMAN RESOURCES APRIL 2023

Human Resources Full Report

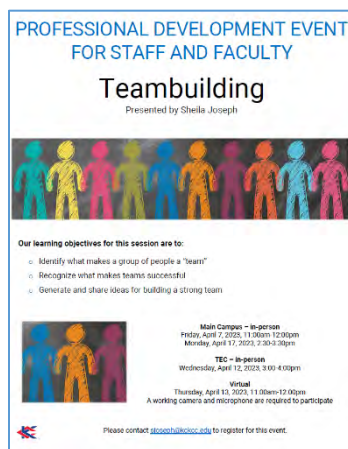
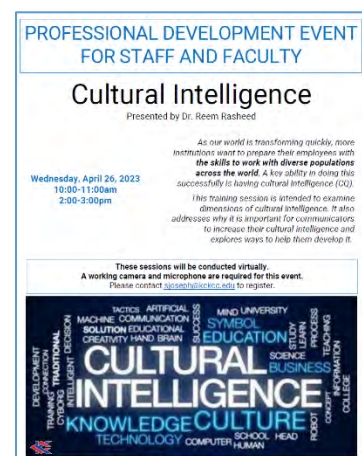
Human Resources



We have launched our new KCKCC [HR Professional Development Calendar](#) on [HR MyDotte](#) for upcoming trainings and professional development events. Updates are made regularly.

Our **monthly professional development series** continues this month with *Cultural Intelligence* presented by Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, and Multicultural Engagement. This session will be offered virtually on Wednesday, April 26 at 10am and 2pm.

Last month's session, *The Three Essential Legal Documents that Everyone Should Have*, was very well-received. Twenty-five participants attended the session.



New professional development sessions are in development and will be rolled out to all employees in the next few months. *Teambuilding* is being offered in April.

We are planning to conduct **New Supervisor Training** in June. The agenda is as follows:

Monday, June 5th, 2023 – 1:00pm-4:30pm

- *Welcome and Introductions* – Christina McGee, CHRO
- *Inclusive Leadership* – Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, and Multicultural Engagement

- *FMLA, ADA, and Worker's Compensation* – Sherita Miller-Williams, Benefits Coordinator
- *Workplace Communication: Giving Constructive Feedback* – Sheila Joseph, Talent Development Manager

Tuesday, June 6th, 2023 – 1:00pm-4:00pm

- *Understanding and Managing Time and Leave* – Sean Burkett, Director, Employee Relations, and Angie Masloski, Payroll Coordinator
- *The Hiring Process* – Victoria Anderson, Talent Acquisition and Employment Coordinator Yoel Tekle, Talent Acquisition and Employment Coordinator

Wednesday, June 7th, 2023 – 1:00pm-4:30pm

- *Performance Evaluations* – Sean Burkett, Director, Employee Relations
- *The Disciplinary Process* – Sean Burkett, Director, Employee Relations

Employee Relations

2023 Employee Recognition and Retirement

The Employee Recognition and Retirement ceremony luncheon will be held on Friday, May 5, 2023. Lunch will be available at 11am and the presentation will start at 12pm. For the first time, the event will be livestreamed externally. Sixteen retirees and 119 employees are being recognized for their years of service and work at KCKCC. Please join us in congratulating the accomplishments of our KCKCC family!

Hybrid Work

The hybrid remote pilot program continues to add new employees. There are currently 48 employees with an approved hybrid schedule.

Quarterly Employee Survey Reports

New Employee Follow-Up (January - March)

Item:	2022 Q2	2022 Q3	2022 Q4	2023 Q1
The position description was well defined and representative of the position for which I interviewed.	4.0	4.86	4.3	4.4
I was introduced to team members appropriately.	4.5	4.83	4.3	4.75
I was given a clear understanding of my department's objectives.	3.6	4.71	4.3	4.8
I was given a clear understanding of my personal performance objectives.	3.2	4.43	4.0	4.75
I understand the requirements and expectations of my new position.	3.6	4.57	4.35	4.8

My interactions with my supervisor and coworkers are appropriate.	4.2	4.86	4.5	4.8
Satisfaction with overall communication within KCKCC.	3.0	4.0	4.15	3.2

What has KCKCC done well?

- Employees, especially work team, are very friendly and helpful!
- Having the printers in the hallways connected to the computer classrooms. Everyone is friendly and eager to help.
- I think KCKCC is represented well by the people who I directly work with on a daily basis.
- In terms of the hiring process and initiation, I've had ample opportunity to ask questions and follow up.

What areas can KCKCC improve?

- Set up and access to computer systems took a little longer but IT has been very helpful!
- I had to wait to have my classroom unlocked the first week because of the lengthy process in procuring a key.
- Information dissemination about division and community events on campus. (example: I was surprised to see a food truck out front one day)

Exit Survey (January - March)

Reasons for leaving your current position	2022 Q2	2022 Q3	2022 Q4	2023 Q1
Amount of Work Required	2	0	3	1
Type of Work Required	0	1	2	0
Compensation	6	1	3	1
Relocating	1	1	0	1
Working Conditions	3	1	4	2
Quality of Supervision	1	1	1	0
Career Advancement	6	2	3	1
Personal Reasons	2	2	2	2
Retirement	2	0	2	2

What has KCKCC done well?

- The ability to use my previous work experiences and bring new ideas to the table.
- I love our mission here. I love helping dedicated students obtain affordable education. I love our commitment to workforce development.
- The KCKCC Community (students, faculty, staff, and community members) in which I built relationships with and served.
- I loved the flexibility of hours and the students. I enjoyed working with faculty from other departments while serving on committees with them. I liked sharing my knowledge with the students and other faculty and the academic freedom we enjoyed.
- One on one engagement with students.

What areas can KCKCC improve?

- Overworked.
- I feel the faculty should be allowed more academic freedom to develop classes.
- The administrative aspect of the job.

Employment

We currently have 49 positions open and posted.

- 9 full-time faculty
- 19 full-time staff
- 10 part-time staff
- 11 adjunct faculty

The HR employment team participated in KCKCC's Career and Transfer Fair this month.



Center for Equity, Inclusion and Multicultural Engagement (CEIM)

- The CEIM co-hosted a WHM event in collaboration with Women and Gender Advocacy, Counseling and Advocacy Center, and Women's Studies. The event was facilitated by Dr. Tamar Agha-Jaffar, who presented *Women's Voices in Myth: Still Speaking to Us After All These Years*.
- Dr. Rasheed attended a panel discussion on 3/1. The event was organized by AAUW and the discussion focused on how women working in male dominated fields can navigate challenges.

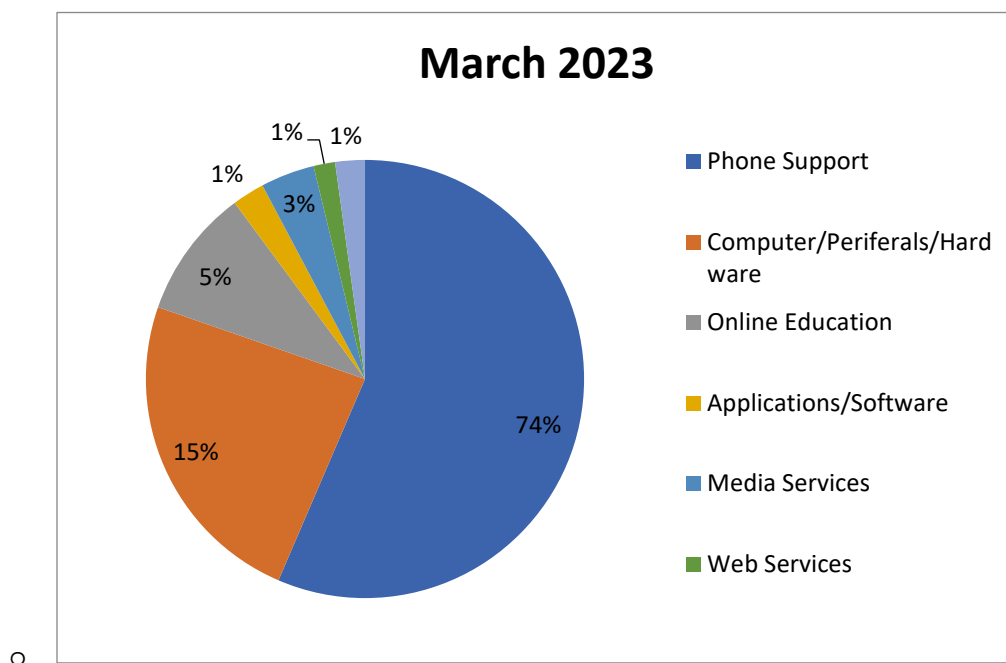
BOARD OF TRUSTEES REPORT
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Compiled and inserted results from surveys into the IT Master Plan.
- Coordinated and monitored programming meetings for the Chief Financial Officer.
- Work with College Police to design an ID card template specifically for their department.
- Delivered four training sessions on Teams and Forms.
- Participated in new employee orientation with Human Resources.
- Supported online distribution of the Executive Vice Presidents forum.
- Attended and supported various online meetings, including Board of Trustees, Finance Committee, Staff Senate, and others.

COMPUTING SERVICES

- 323 tickets were issued during March -350 tickets resolved.
- The average time spent on each ticket was 3.15 days.
- 429 helpdesk calls were taken in March - average time per call was 3.17 minutes.



MEDIA SERVICES

- Setup, and recorded the monthly Board of Trustees Meeting. Made a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting.
- Setup via zoom a virtual/hybrid Board of Trustees Meeting.
- March, 2023 Board of Trustees Meeting Analytics.
 - Vimeo: <https://vimeo.com/manage/videos/808300523/analytics>
 - YouTube: [https://studio.youtube.com/video/Tk1D4gAvsqQ /livestreaming](https://studio.youtube.com/video/Tk1D4gAvsqQ/livestreaming)
 - Facebook:
<https://www.facebook.com/KansasCityKansasCommunityCollege/videos/583694857135624>
- Setup, recorded, and live streamed Monthly Finance Committee Meeting.
- Setup and recorded Board Community Engagement Meeting.
- Live Streamed Athletics Events.
- Setup and recorded the Academic Symposium.
- Setup and live streamed "Student Research Symposium in the Psychological Sciences."

NETWORK SERVICES

- Self-Service Web App Availability - 99%
- 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 applied on 154 servers.
- Upgrade of all computers to Windows 10 Version 22H2, currently at 72.9% completion.
- Monthly (or as needed) computer software updates in progress: Chrome, FireFox, Edge, Adobe Acrobat Reader DC, this is only a small list that comes from our Microsoft Defender Vulnerability list. The Google Chrome browser is currently updating to version 112.0.5615.49, Firefox to version 112.0, and Edge to version 112.0.1722.39.
- To increase security, we have begun deploying a new Domain Name System (DNS) security software to all KCKCC computers. The deployment is currently at 73.6% of completion.

Policy: 5.13

Bereavement Leave

Purpose

To provide employees with paid time off due to the death of an immediate or extended family member.

Definitions

Immediate family member - an employee's spouse, domestic partner, parents, children, grandparents, grandchildren, brothers, sisters, and anyone of like relationship by marriage or a person whom the employee serves as a durable power of attorney.

Extended family member - an employee's aunt or uncle.

Policy Statement

In the event of the death of an immediate or extended family member, Kanas City Kansas Community College (KCKCC) will provide paid time off for eligible employees.

Employees can use Bereavement Leave for making arrangements, settling family affairs, bereavement and/or attending the funeral or memorial services for the immediate or extended family member. Leave hours must be taken within six (6) months of the loss.

Leave Notification

Employees must provide notice of absence due to the loss of an immediate or extended family member to their immediate supervisor at the earliest possible time and the estimated length of absence from work.

Leave Approval

Bereavement Leave must be approved by the employee's immediate supervisor.

Verification

The immediate supervisor reserves the right to require documentation of the death (e.g., death certificate, obituary, documentation from the funeral home, etc.).

Length of Leave

For immediate family members, full-time employees may take up to 40 hours of paid bereavement leave per loss. Part-time employees who work the equivalent of 20 hours or more per week may take up to 20 hours of bereavement leave per loss.

For extended family members, full-time and part-time employees may take up to 20 hours of paid bereavement leave per loss.

The immediate supervisor may grant a specific amount of additional leave time to an employee who cannot, because of special circumstances, return to work at the completion of the allowable bereavement leave hours. If an employee chooses to take additional leave, accrued vacation leave must be used first. In

extenuating circumstances, the immediate supervisor may approve the use of accrued sick leave if an employee has no accrued vacation or personal leave.

Board Approved: XX/XX/XXXX

DRAFT

Policy: 5.14

Medical Emergency Leave

Purpose

To provide paid time off for medical emergencies for the employee or the employee's immediate or extended family member.

Definition

Immediate family member - an employee's spouse, domestic partner, parents, children, grandparents, grandchildren, brothers, sisters, anyone of a like relationship by marriage, or a person whom the employee serves as a durable power of attorney.

Extended family member - an employee's aunt or uncle.

Accrued Leave - includes sick, vacation, personal, and merit leave hours.

Policy Statement

In the event of a medical emergency for the employee or an immediate or extended family member, Kansas City Kansas Community College (KCKCC) will provide paid time off for eligible employees who have exhausted all accrued leave.

Medical Emergency Leave can be taken in response to a sudden or unexpected occurrence demanding prompt attention due to an acute injury or illness that poses an immediate risk to an employee or immediate family members' life or long-term health. Medical Emergency Leave must be taken consecutively at the time of and during the immediate recovery from the medical emergency.

Leave Notification

Employees who wish to take time off for a medical emergency must notify their immediate supervisor as soon as possible following the eligible event. The immediate supervisor is responsible for notifying Human Resources of the medical emergency leave request.

Leave Approval

Medical Emergency Leave must be approved by the Chief Human Resources Officer or their designee.

Verification

Human Resources reserves the right to require documentation of the medical emergency (e.g., doctor's note, medical discharge paperwork, etc.) to determine if Medical Emergency Leave will be approved.

Length of Leave

For immediate family members, full-time employees may take up to 40 hours of paid Medical Emergency Leave. Part-time employees who work the equivalent of 20 hours or more per week may take up to 20 hours of paid Medical Emergency Leave.

For extended family members, full-time and part-time employees may take up to 20 hours of paid Medical Emergency Leave.

Full-time and part-time employees will be allowed one occurrence in a fiscal year.

Board Approved: XX/XX/XXXX

DRAFT

Policy: 5.17

Shared Leave

Purpose

Shared Leave will be used to provide additional paid leave to eligible employees who have exhausted all their accrued leave.

Definition

Family member - the employee's spouse, child or parent as defined in the Family and Medical Leave Act (FMLA) regulations or a person whom the employee serves as a durable power of attorney.

Policy Statement

Up to 160 hours of continuous shared leave will be granted to employees who are experiencing a serious health condition, caring for a family member who has a serious health condition, or the birth or adoption of a child.

Employees are responsible for keeping their supervisor and Human Resources up to date on their status and anticipated return to work date.

Shared Leave, in and of itself, does not provide job protected leave. Shared Leave serves to keep approved employees in a paid status.

When employees donate time to the Shared Leave Pool, the donated time will not be refunded or returned to employees. The time will remain in the bank to fund future shared leave plans as needed and approved. If the Shared Leave Pool hours are exhausted, employees will not be approved for shared leave until the Shared Leave Pool receives additional donated leave hours.

Employees should not request other employees to donate leave on their behalf. No employee shall be coerced, threatened, intimidated, or financially persuaded to donate Shared Leave. Any effort to inappropriately persuade such donations should be reported to the Human Resources Department.

Eligibility

Employees who are appointed to a full-time position and meet the following requirements are eligible to participate as leave recipients in the Shared Leave program:

- Have exhausted all leave (i.e., vacation, sick, personal, merit, and compensatory time).
- Have not been subject to any written disciplinary actions in the 12 months prior to the request for shared leave.
- Have submitted the Certification of Healthcare Provider for Employee's Serious Health Condition or Family member form to Human Resources for verification.
- Individuals that might not be eligible for FMLA leave may be considered for shared leave.

Eligibility to Donate Leave

Employees may donate the following leave to the Shared Leave Pool:

- An employee may donate only vacation or sick leave to the Shared Leave Pool.
- A minimum of four (4) hours of leave must be donated at a time. Amounts exceeding four (4) hours must be donated in whole numbers. Donated leave cannot be designated to be awarded to particular employees but is donated to the pool.

Allocation of Leave

Employees that meet eligibility criteria may apply for donated leave from the Shared Leave Pool with Human Resources. Eligible employees will be approved for up to 160 hours of continuous leave using the Shared Leave Pool so long as there is available leave in the Shared Leave Pool. If there is no leave remaining in the Pool, Human Resources will notify the employees making a request.

Individuals that require additional time outside of the 160 hours will be reviewed on a case-by-case basis.

Allowed Occurrence

Employees will be allowed two occurrences in a 12-month period with a total maximum of 160 hours. Once an employee has used 160 hours or two (2) occurrences, they will not be eligible for another 12-month period following the date the leave was last used.

Leave Accrual

Employees who are approved for 160 hours or more for a consecutive period of time will not continue to accrue vacation leave while receiving leave hours from the Shared Leave Pool.

Exclusions

An employee receiving Workers' Compensation is not eligible for Shared Leave.

Reference: 5.04 Family and Medical Leave

Board Approved: XX/XX/XXXX

Procedure: 5:17A

Shared Leave

Purpose

To provide procedural guidance for Shared Leave.

Request Process

To request shared leave, the employee who is experiencing a serious health condition, caring for a family member who has a serious health condition, or the birth or adoption of a child must complete the following steps.

- Obtain a copy of the Shared Leave Request Form from Human Resources.
- Complete Part I of the Shared Leave Request Form.
- Forward the Shared Leave Request Form to a Health Care Provider to complete Part II.
- Submit the completed Shared Leave Request Form to Human Resources by email to hr@kckcc.edu or by fax to 913-288-7628.
- Human Resources will screen the shared leave request for eligibility in the program. Human Resources will then approve, reject, or return the request for additional information or clarification.
- Once approved, Human Resources will notify Payroll regarding the number of hours approved.
- The employee shall communicate with Human Resources regarding payroll time entry noting the paid time is being funded by the Shared Leave Pool.

Donation Process

- An employee that wishes to donate leave must complete the Shared Leave Donation Form.
- Human Resources reviews the donation request and reduces the leave for that employee.
- Human Resources manages the Shared Leave Pool of leave hours.

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

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

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

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

Section 1: KCKCC hereby exempts for Wednesday, July 12, 2023, from 4:30 p.m. to 6:30 p.m., the Game Room at Centennial Hall, from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with the holding of the Wyandotte Economic Development Council's Quarterly Meeting.

PASSED AND APPROVED by the Board of Trustees of KCKCC in a meeting held on April 18, 2023.

BOARD OF TRUSTEES
KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature_____

Board Chairperson
Print Name: Evelyn Criswell

Attest_____

Secretary
Print Name: Dr. Greg Mosier