



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.**

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

Agenda

1. Call to Order
2. Roll Call
3. 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 Upper Jewell Lounge 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 Upper Jewell Lounge and in the virtual meeting room.
 - 3) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (5-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
 - 4) 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 (5-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
4. Adjournment



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

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

Agenda

1. Call to Order & Pledge of Allegiance
2. KCKCC Mission Statement
3. Roll Call
4. Approval of Agenda
5. Audience to Patrons and Petitioners (5-minute limit)
6. Recognitions/Presentations:
 - Student Affairs Division Annual Update. Presented by Dr. Chris Meiers.
7. Communications:
 - Notice of Intent to Negotiate with Professional Employees. Presented by Dr. Greg Mosier.
8. Board Committee Reports
9. Consent Agenda:
 - (Item A) - Approval of Minutes of the February 21, 2023 Meeting
 - (Item A1) - Approval of Minutes of the February 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:**
 - Approval of 2023 Annual Calendar of Presentations to the Board. Presented by Dr. Greg Mosier.
19. **New Business:**
 - Approval of KCKCC Policies. Presented by Trustee Linda Hoskins Sutton.
 - College Investments (Policy: 1.19)
 - Student Records Hold (Policy: 3.10)
 - Approval of Alcohol Resolution for The Military Affairs Council Social with the Leavenworth Lansing Chamber of Commerce. Presented by Dr. Greg Mosier.
 - Approval of Alcohol Resolution for KCK Women's Chamber Foundation. Presented by Dr. Greg Mosier.
20. **Adjournment**

**Next Meeting of the Board of Trustees:
Tuesday, April 18, 2023 - 9:00 a.m. – Hybrid Meeting
(KCKCC – TEC & Zoom Virtual Meeting Room)**

Student Affairs and Enrollment Management (SAEM)

2022-2023 Academic Year in Review

Chris Meiers, PhD, Vice President

March 2023 Board of Trustees Presentation



SAEM Planning

- Why do we exist?
- How do we behave?
- What do we do?
- How will we succeed?
- What's the most important right now?
- Who must do what?



SAEM Planning

- Why do we exist?

We advocate for all students to support them as they learn essential life skills that lead to personal and professional growth and development.



SAEM Playbook

- Why do we exist?
- How do we behave?

We advocate for all students to support them as they learn essential life skills that lead to personal and professional growth and development.

Our Shared Strategy

- Remove barriers
- Provide guidance
- Leverage data-driven practices
- Implement comprehensive student-centered services and programs
- Meet students where they are

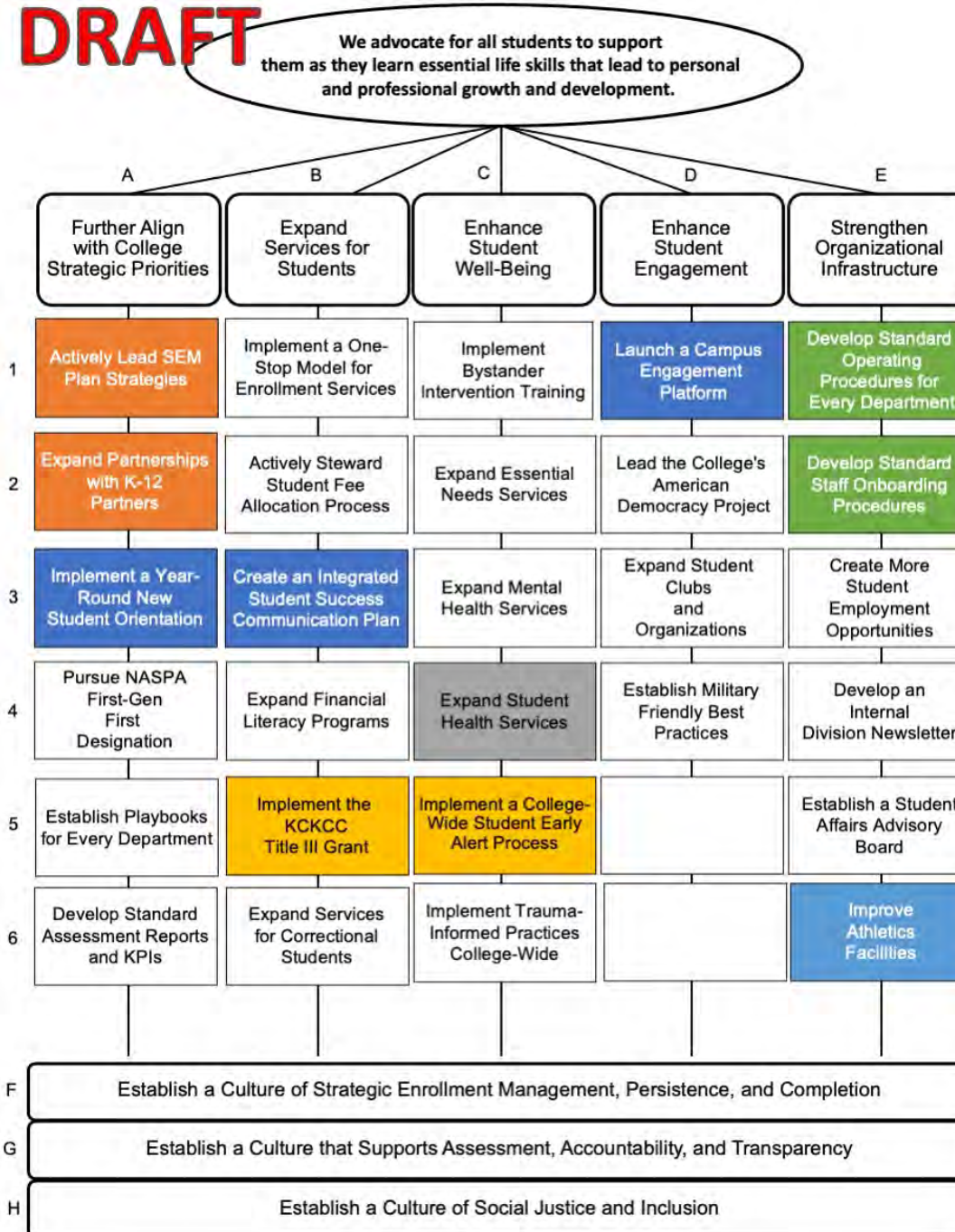
Our Core Values

- Integrity
- Community
- Inclusion
- Empathy
- Transparency

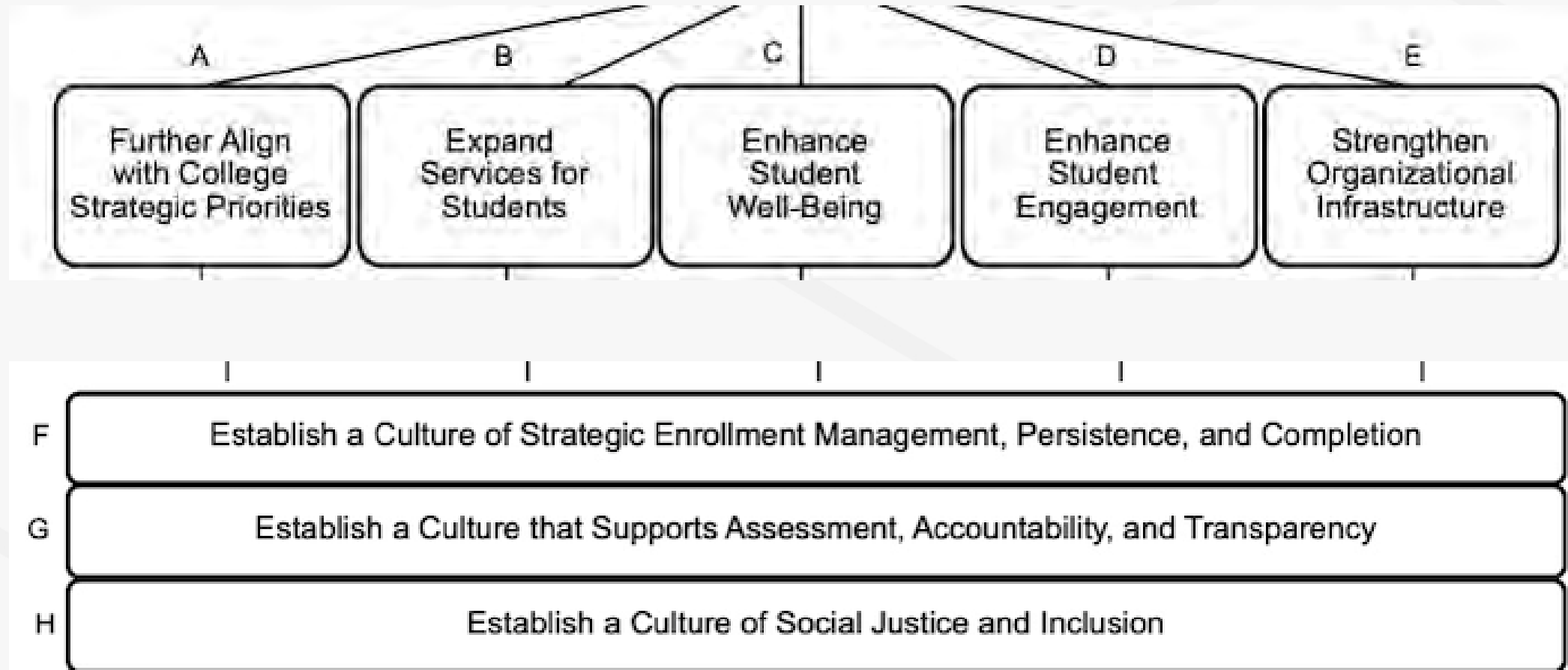


Strategic Map

- Why do we exist?
- How do we behave?
- What do we do?
- How will we succeed?
- What's the most important right now?
- Who must do what?



Themes

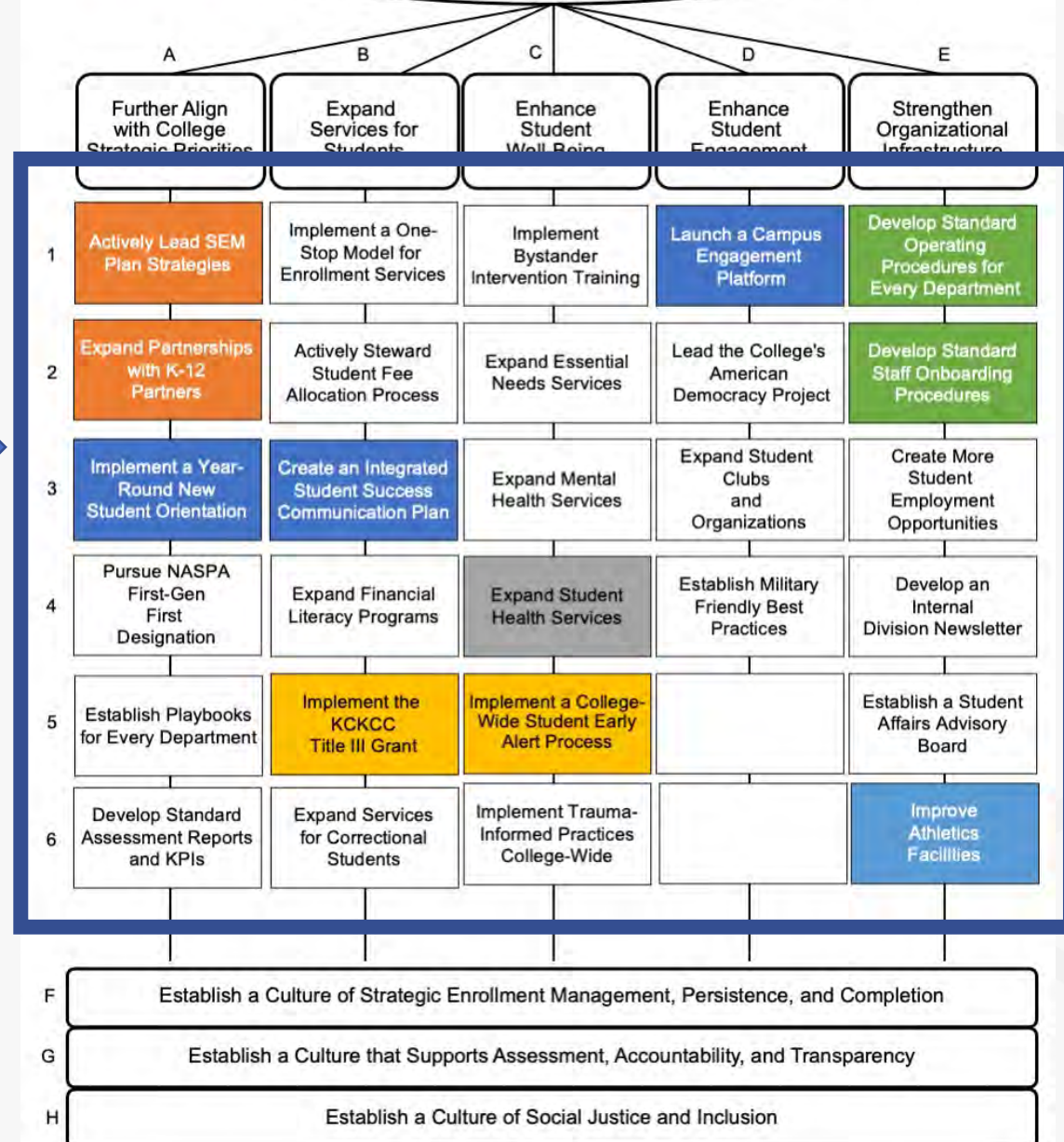


DRAFT

We advocate for all students to support them as they learn essential life skills that lead to personal and professional growth and development.

Strategic Map

- Rows 1-6 represent strategies.
- Colored boxes indicate first-year priorities.
- Same colored-boxes indicated linked strategies.
- Next steps include seeking feedback from College senates and other groups.



Strategic Enrollment Management Plan

SEM Council Meets Monthly

Draft Themes

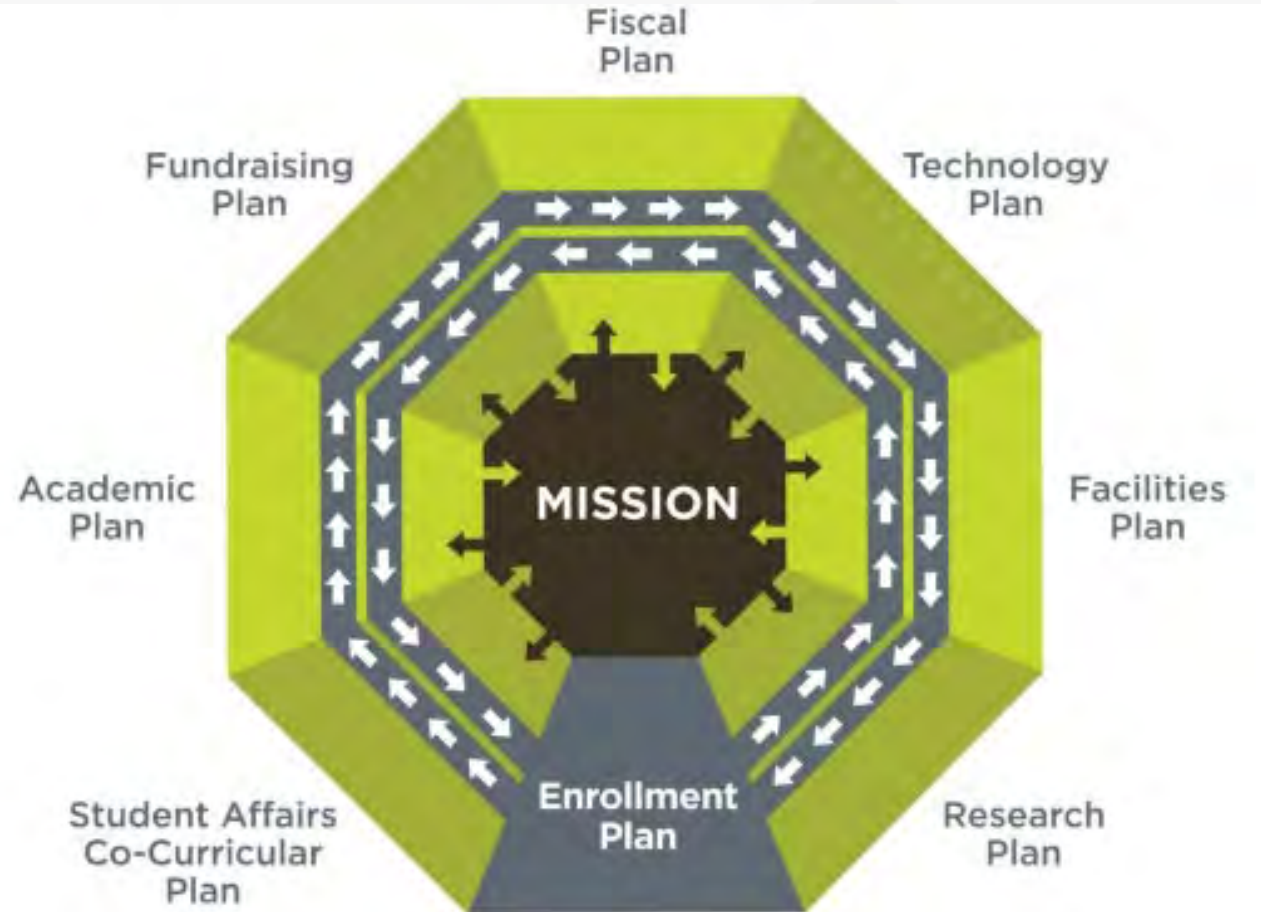
Develop and Enhance KCKCC SEM Processes and Policies

Enhance and Grow the Recruitment Funnel

Improve Student Persistence and Completion

Improve the Student Experience

Leverage Financial Aid and Improve Fiscal Health



DRAFT SEM PLAN METRICS

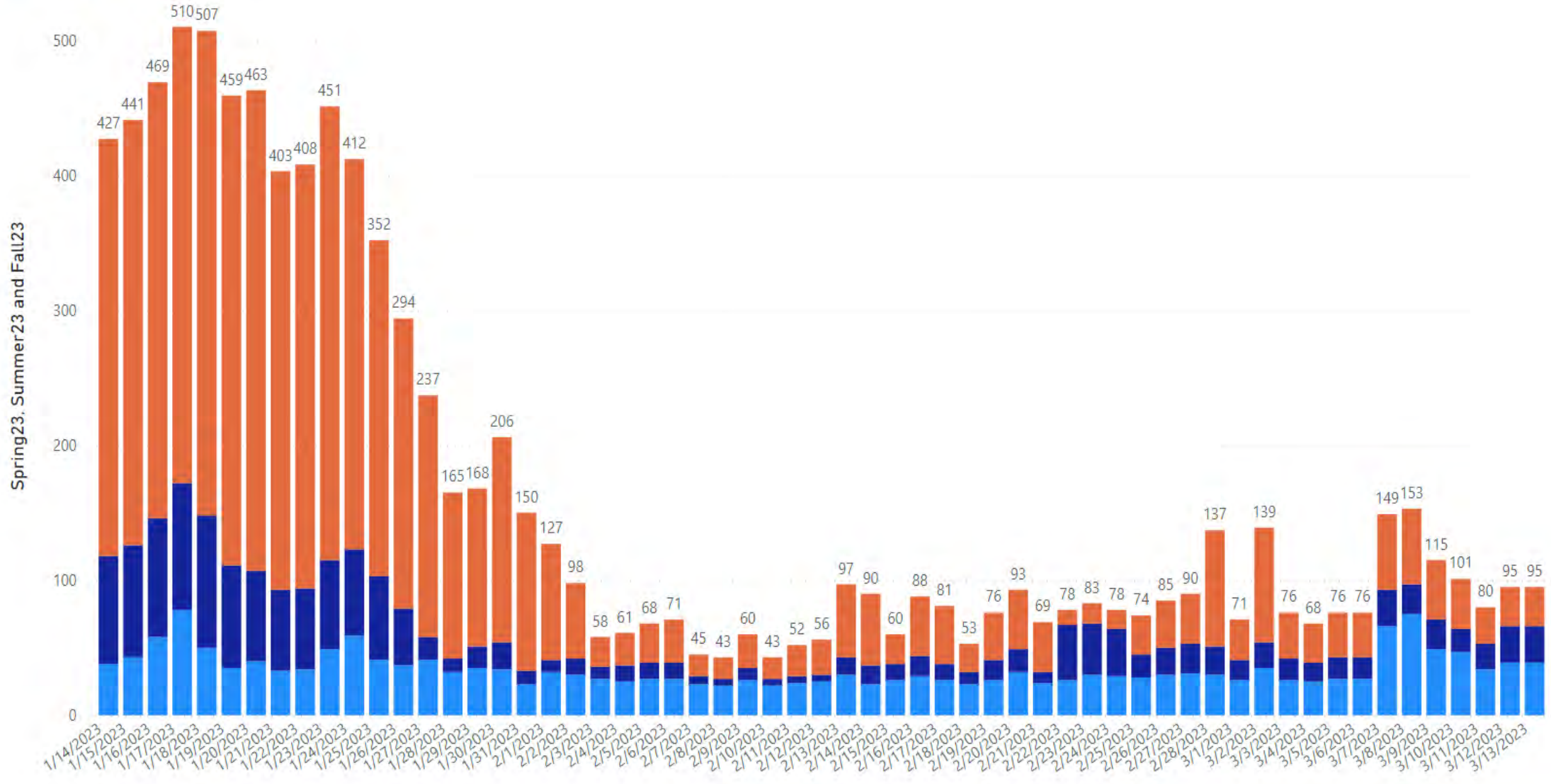
- By Fall 2027, achieve 3,530 Full-Time Student Equivalent (FTSE)
 - **663 FTSE** increase from Fall 2022 (3.8% annually)

Sample Key Performance Indicators	Projected Additional FTSE
Increase number of applications by 18%.	219
Increase percentage of admitted to enrolled students by 2.5%.	181
Increase the number of dual and concurrent high school students into first-time freshman by 15%	135
Improve FTSE to Headcount ratio by 1.25% every year.	290



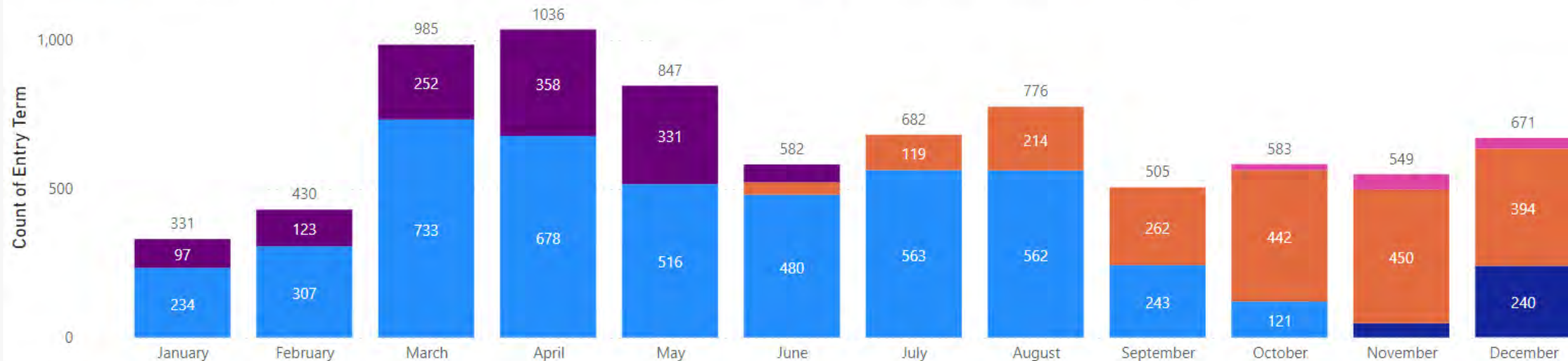
Total Unprocessed Applications (last 60 days)

● Spring23 ● Summer23 ● Fall23



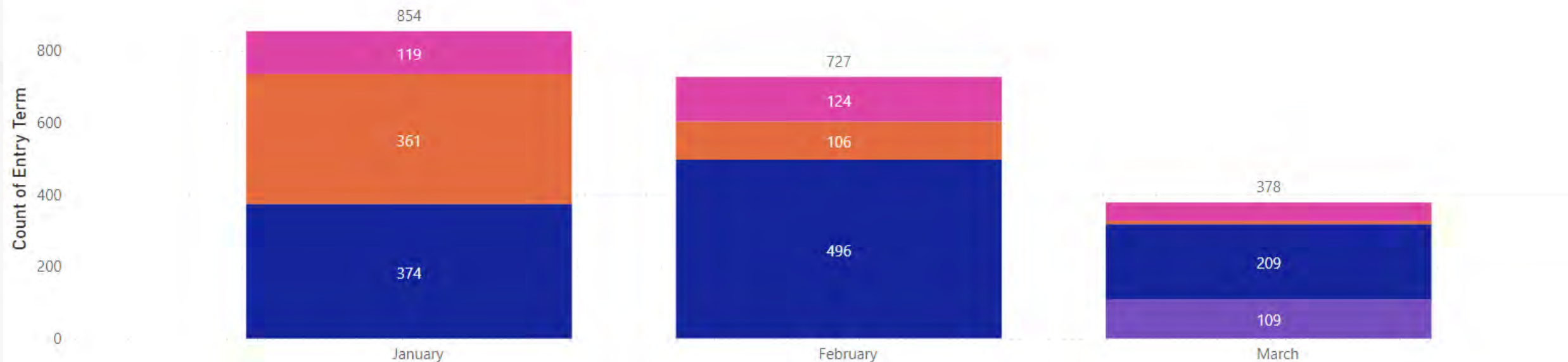
2022 Applications Processed

Entry Term ● Fall 2022 (August - December) ● Fall 2023 (August-December) ● Spring 2023 (January - May) ● Summer 2022 (June - July) ● Summer 2023 (June - July)



2023 Applications Processed

Entry Term ● Fall 2023 ● Fall 2023 (August-December) ● Spring 2023 (January - May) ● Summer 2023 (June - July)



Fall 2022 to Fall 2023 Application for Admissions Comparison

Fall 2022 ● Fall 2023

Days to Start

-336.00

0.00

4K

3K

2K

1K

0K

Fall 2022 and Fall 2023

-300

-250

-200

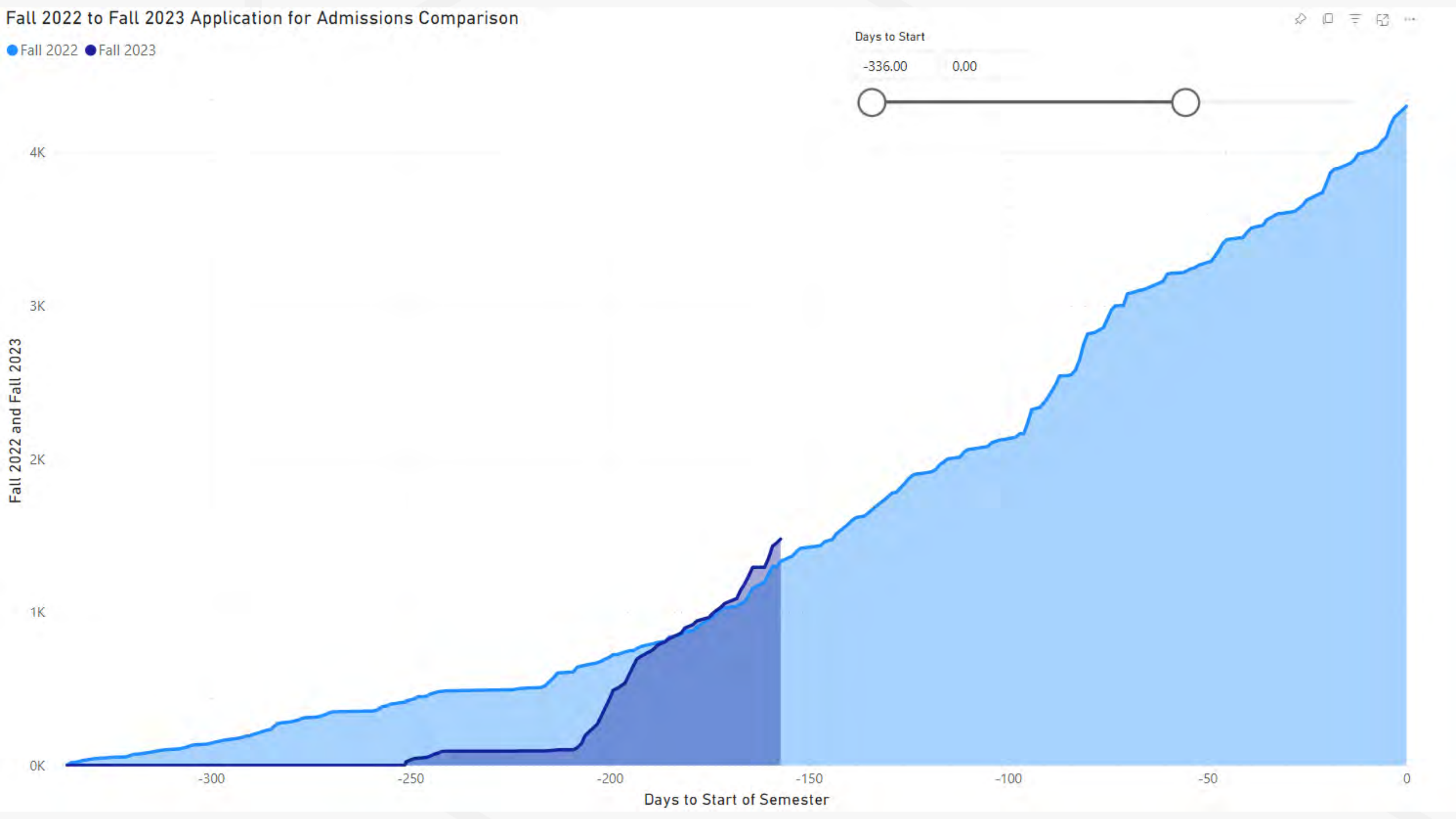
-150

-100

-50

0

Days to Start of Semester



Enrollment Management New Hires or Promotions since 2022

- Samantha Landau, Enrollment Management Information Systems Coordinator
- Office of Admissions
 - Carrie Fisher, Admissions Recruiting Coordinator
 - Noah Frick, Processing Assistant
 - NaQari Harris, High School Partnership Specialist
 - Teresa Hill, Director
 - Kylie Lyle, Admissions Specialist
 - John Pruitt, Admissions Recruiting Coordinator
 - Tijera Safir, Admissions Specialist
- Registrar's Office
 - Ashley Kotik, Graduation Specialist
- Student Financial Aid
 - Katelyn Kolle, Financial Aid Coordinator
 - Anaiah McFeders, Financial Aid Specialist
 - Sean Neyland, Financial Aid Coordinator
 - Tammy Reece, Director
- Student Success Center
 - Brady Beckman, Director
 - Kathy Boeger, Student Success Advisor
 - Danielle Frideres, Career Services Coordinator
 - Jeremiah McCluney, Student Success Advisor
 - Sara Schelp, Student Success Advisor



New Hires or Promotions since 2022

Student Services

- Fyn Morrigan, Basic Needs Coordinator
- Counseling and Advocacy
 - Joan Carson Earhart, Administrative Assistant
 - Nicole Graves, M. Ed., LPC, Campus Counselor
- Laena Loucks, Military and Veteran Center Certifying Specialist
- Linda Jordan, Student Accessibility and Support Services Administrative Assistant
- Cole Keiper, Student Housing Coordinator
- Upward Bound Academy
 - Cicely Bledsoe, Advisor
 - Veronica Knight, Director

Athletics

- Ethan Chavez, Assistant Athletics Trainer
- Kyle Smith, Facilities and Operations Coordinator
- TBA, Athletic Director



Athletics Accomplishments

- 21 students with a fall 2022 4.0 GPA
- Softball 2022 Plains District B Champions and 7th in the Country.
- By the Numbers
 - 2 All Americans
 - 4 KJCCC All District Players
 - 3 KJCCC 1st Team All Conference
 - 1 KJCCC 2nd Team All Conference
 - 2 NFCA 1st Team All Americans
 - 10 NJCAA All Academic Selections
 - 12 KJCCC All Academic Selections



Student Services Accomplishments

- Basic Needs Coordinator and Blues Kitchen Move
- Counseling and Advocacy
 - Resiliency Workshops
 - 2022 Women's History Month Programming
- Upward Bound Academy Launch
- Centennial Hall Opening
 - 92% Occupancy for Fall 2022
 - 95% Occupancy for Spring 2023



Enrollment Management Accomplishments

- Spring 2023 Financial Aid Processing was done with no delays due to staffing vacancies
- Career Services Relaunch
 - Handshake Student and Employer Portal
 - Kansas Micro-Internship Program
- Student Success Programming and ADVISE CRM Launch
- Spring 2022 In-Person Commencement
- Pioneer Career Center
 - First 2 graduates with Digital Graphics degree at United States Disciplinary Barracks, Fall 2022
 - Started early childhood program with nine students enrolled



SAEM Staff Accomplishments

- **Wade Abel**, National Association of Veteran Programming Administrators Board Member
- **Rodney Christensen**, Manual Therapy Certification
- **Kylie Elliott**, Academy of Sports Medicine Certified Nutrition Coach
- **Jennifer Gieschen**, M. Ed., LPC, 30 years of KCKCC Service
- **Renee Gregory**, Faculty Senate President
- **Jeremiah McCluney**, Kansas Community College Leadership Institute
- **Chris Meiers, Ph.D.**
 - Leadership 2000 Class of XXXVI
 - NASPA: Student Affairs Professionals in Higher Education Foundation, Board of Directors
- **Faith Moody**, Staff Senate President
- **Tammy Reece**, National Association of Student Financial Aid Administrators Task Force of Student Loan Repayment
- **Lana Ross**
 - KJCCC Coach of the Year & Plains B District Coach of the Year
 - NJCAA Softball Coaches Association President and NFCA Board Member
- **Jenn Strohman**-NJCAA Softball Coaches Association's Assistant Coach of the Year
- **An'Drienna Wilson**
 - College Senate Vice President
 - KACRAO – Scholarship Committee





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KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, February 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 5:00 p.m. in Upper Jewell Lounge at KCKCC-Main Campus and in the KCKCC Zoom meeting platform on Tuesday, February 21, 2023. The Pledge of Allegiance was led by Vice Chair Isnard.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Isnard, Mr. Donald Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton.
4. **Moment of Silence:** Chair Criswell called for Dr. Mosier to share a few words regarding the recent passing of Dr. Liam Riggs, Professor of Machine Tool and Ms. Esther Foreman, KCKCC Alumna. Dr. Mosier announced during the last month the KCKCC family lost two individuals that were very important to the College. He shared memorable information about Dr. Riggs and Ms. Foreman and then led a moment of silence to honor them and the wonderful contributions they made to the College and to many lives. Later this Spring, a tree will be planted in memory of Dr. Riggs.
5. **Approval of Agenda:** Chair Criswell asked for any questions, additions or changes regarding the agenda. Hearing none, Chair Criswell called for a motion to approve the agenda. Trustee Ash made the motion. Trustee Brown seconded the motion. **The Motion Carried.**
6. **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.
7. **Recognitions/Presentations:**
 - Chair Criswell invited Dr. Ishfaq Ahmed to present the Academic Affairs Program Highlight: Biomanufacturing. Dr. Ahmed thanked the Board for the opportunity to highlight the program and gave a reminder of the national initiative on biotechnology and

biomanufacturing that was launched by the Biden administration last year, which pledged \$2 billion for the restructuring of the biomanufacturing industry. Following the vision of the College, we want to take a lead in teaching biotechnology and preparing the skilled workforce in this region for the biomanufacturing industry. Dr. Ahmed proceeded with his presentation of the biomanufacturing program as reported in the Board packet discussing the logistics of the program, the skills taught, third party evaluation, the advisory board, grants and fellowships, jobs and internships, recent activities and publications. Dr. Ahmed thanked the Board for the opportunity to present.

Chair Criswell thanked Dr. Ahmed for the important program, especially in these times, and gave appreciation for all that he's doing and all that the students are doing.

Trustee Daniels asked if this is a medical field. Dr. Ahmed explained it is. During COVID-19, we worked on preparing the vaccines. Also, during COVID-19, we learned a lot and about self-sufficiency being recognized by the Biden administration with \$2 billion put into this industry so that we are not dependent on other countries. We are able to have the workforce here instead of hiring the workforce from other places.

Dr. Mosier thanked Dr. Ahmed for the good job, for presenting and shared his excitement for adding this program to the downtown location. Dr. Ahmed agreed about the excitement.

- Chair Criswell invited Ms. Christina McGee to present the Annual Center for Equity, Inclusion and Multicultural Engagement (CEIM) Update.
 - Ms. McGee gave thanks for the opportunity to share about the CEIM update. Ms. McGee brought attention to the CEIM mission statement and explained the importance to drive the purpose and the work of diversity, equity and inclusion and to make sure there was a focus for KCKCC operations and all aspects of the College. Ms. McGee continued with the presentation as reported in the Board packet discussing the priorities, department changes, programs and events, professional development and training offerings and where the department is heading.

Ms. McGee asked for questions from the Board.

Chair Criswell commented that Ms. McGee gave an excellent presentation as always and shared excitement about the New American Open House, pointing out the title speaks volumes from the welcoming nature of the program. That is a really important part, especially with Wyandotte County having a heavy refugee and immigrant population. Kudos to Ms. McGee and the CEIM.

Trustee Daniels asked who represents the council. Ms. McGee answered it is college employees. It is included in the action plan to consider including members of the community, but currently it is college employees.

8. **Communications:** Chair Criswell announced there were no Communications scheduled.

9. **Board Committee Reports:** Chair Criswell invited the Board Committees to report.
- On behalf of the Board Finance Committee (BFC), Trustee Brune, Chair of the BFC, reported the committee met on Monday, February 13, 2023, to review all the individual numbers on the monthly reports. The \$25 million in taxes arrived in February. As the sign of good management, we are spending at a rate that is less than monthly budgeted so the burn rate is always below what the average would be. This month there was a series of special reports for tuition fees, class fees and the new financial outline to make Centennial Hall profitable. Detail on all those reports will be shared later in the meeting. Your Finance Committee works hard and looks at every number.
 - On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, reported the committee met in February and reviewed some policies. We may have some policies to be approved next month. One in particular was about investments and we shared that with the finance committee for their input as it will impact them.
 - On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown, Chair of the BCEC, reported the committee met in February. The committee is continuing to work hard to ensure involvement within our community. A meeting with Livable Neighborhoods is scheduled, we are working with the school district's coordinator for community engagement and we are planning to meet with Leadership 2000 to learn how we can partner with them. At Saturday's Board Retreat, we would like feedback from our fellow Board members regarding the Community Engagement Committee.
 - As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported he was not able to attend the ACCT National Legislative Summit (NLS) last month so he deferred to Trustee Hoskins Sutton and Vice Chair Isnard to report.

Trustee Hoskins Sutton shared she went to NLS early as a new member of the Diversity, Equity and Inclusion (DEI) Committee, which is amazing and very organized. The committee's mission statement is: The Diversity, Equity and Inclusion Committee ensures leadership for involvement of historically underrepresented diverse populations within the governance activities of ACCT. It promotes respect for the acceptance of diverse individuals and promotes awareness and educational opportunity for underrepresented populations. It advises the ACCT Board by strengthening the links with the minority membership, identifying issues that require membership input and recommending strategies to gather input.

Trustee Hoskins Sutton shared there is a DEI checklist on the ACCT website for colleges to use to ensure they are on the right track. The Board could review the list and include DEI information on the Board of Trustees website. The committee will have a session on this at the ACCT Leadership Congress in October with DEI modules for the Trustees who cannot attend the Congress as it will take the entire Board of Trustees at each college for this to be successful.

Trustee Hoskins Sutton shared a new term "neurodiverse individuals" which refers to autistic or other neurologically pattern behavior of students. The DEI committee

questioned if the colleges have someone to make those students feel inclusive. The committee did not leave anything out regarding diversity and inclusion for students.

Regarding the hiring process, Trustee Hoskins Sutton shared some schools are using a blind application process which does not include the applicant's name. The colleges using this process have started to get the more diverse work population that they want. When hiring faculty have a student on the selection committee to review the presentation. The schools that have started using this have gotten a wider variety of faculty that students can relate to.

Trustee Hoskins Sutton shared additional inclusive holidays that could be celebrated in addition to Black History Month and Women's History: Arab American Heritage Month, Asian American and Pacific Islander Heritage, Military Appreciation Month, Lesbian, Gay, Bisexual, Transgender and Queer Pride month, Caribbean American Heritage Month, Immigrant Heritage Month, World Refugee Day and Hispanic Month.

Trustee Hoskins Sutton shared information regarding raising awareness of the student population of the LGBT community. LGBT students make up more of our student population than we realize. Ten percent of LGBT individuals do not attend college because they are harassed, or if they are on your college campus, they do not report it because they don't want to be singled out. Twenty-one percent of Generation Z are the majority of college students that identify as LGBT so we want to make sure that we are being sensitive and have a counselor or someone who will be friendly to these students.

Trustee Hoskins Sutton ended with making sure that you are including everyone at the table from students to employees to make sure your organization is inclusive.

Chair Criswell commented that was an excellent presentation. Trustee Hoskins Sutton shared the next ACCT Leadership Congress will be in Las Vegas on October 7 through 12 with the DEI committee meeting on Sunday, October 8 at 3:00 p.m.

Vice Chair Isnard thanked Trustee Hoskins Sutton and gave appreciation for her leadership on the DEI committee as it is an important part of the equation and she brings an amazing viewpoint.

Vice Chair Isnard reported he attended his second Association of Community College Trustees National Legislative Summit in Washington D.C., joined by Dr. Mosier, Trustee Hoskins Sutton and Student Senate President Andrew Guevara-Alatorre.

Vice Chair Isnard heard from several speakers during the conference, with very notable speakers, including the Secretary of Labor, Marty Walsh, and of the Department of Education, Dr. Cardona. They spoke about how their departments are helping community colleges to support industry and training students for our 21st century workforce.

Vice Chair Isnard reported the leadership team attended meetings with Representative LaTurner, Representative Davids, Senator Marshall and a representative from the office

of Senator Moran. There were great conversations with our legislators and the KCKCC team thanked them for their support as we continue to bring dollars and opportunity back to KCK as part of our downtown campus project.

Vice Chair Isnard reported he attended several interesting sessions including the Advocacy Leadership Academy, which was about training provided directly by Senate and Representative staffers on how we can best lobby with our legislators and their staff to continue to build relationships and get their support. Another interesting session was directly from the Division of the Department of Education on some big changes coming down for Title IX, which we know is something we constantly have to be vigilant about in the education field.

Vice Chair Isnard was happy to spend some time through that trip with Andrew, Student Senate President and toured the monuments on the National Mall.

- As the Kansas Association of Community College Trustees (KACCT) Delegate, Trustee Ash reported as the Vice Chair of the KACCT Board, he has attended most of the Friday presidents' meetings virtually. There is interesting conversation and discussion about the legislative session and Dr. Mosier forwarded the legislative updates as they arrive. Trustee Ash reported he attended the KCK Chamber Congressional Forum with Dr. Mosier this past Friday, with Mayor Garner as the keynote speaker.

10. **Consent Agenda:** Chair Criswell called for a motion to approve the Consent Agenda. Trustee Daniels made the motion. Vice Chair Isnard seconded the motion. **The Motion Carried.**

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

- Handshake Demo Days was an event in collaboration with career services that taught students about the handshake app on January 31st and February 1st. Students learned about the app, how to use it and the services offered in career services. A total number of 25 students attended on both days. Students rated the presentation an average of 8.85 on a scale of 1 to 10. Students reported learning they can find jobs on and off campus on the app, they learned more about the school's career services, there are seminars online and the handshake app is available to them even after they graduate from KCKCC.

Mr. Guevara-Alatorre attended the ACCT National Legislative Summit conference. He expressed a big thank you to Dr. Mosier and the Board for letting him attend as he had a fun time and learned a lot. He also gave a big thank you to Ms. Sheryl Brownell for preparing folders of information and planning some of the activities. At the conference, he learned about legislative priorities for community colleges such as the push for short term Pell and the push to substitute work requirements for post-secondary enrollment programs such as SNAP. He learned there were student trustees. In attending an advocacy session for student trustees, he learned about common issues at their colleges, such as the decrease in enrollment in community colleges and four year institutions, lack in employee retention and lack in student engagement.

Student Senate and Student Activities hosted a station at Upward Bound's College and Community Resource Fair on February 10th. We distributed KCKCC branded items and made and distributed cotton candy and popcorn. Two Student Senate members, Rich and Ajit, assisted by talking to individuals that approached our table and helping make cotton candy. Ms. Andrica Wilcoxon felt it was important to mention how Rich and Ajit enjoyed participating in the event and feeling included as part of a group as they are both visually impaired.

Mr. Guevara-Alatorre reported on the school song project. Lyrics have been revised, sent to Professor Stafford and music will be added to those lyrics before spring break for the song to be included in the next Board of Trustees meeting.

Mr. Guevara-Alatorre asked for questions from the Board.

Trustee Hoskins Sutton expressed happiness for Mr. Guevara-Alatorre's enjoyment of the ACCT conference. Dr. Mosier expressed it was a pleasure to have his inquisitive nature participate in the trip. Vice Chair Isnard expressed happiness as well. Mr. Guevara-Alatorre expressed gratitude for the experience.

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

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

- Saturday night, Dr. Mosier attended the Unified Government Black History Committee Scholarship dinner with Chair Criswell, Trustee Brown, Trustee Hoskins Sutton with Tobi Buchanan from the Foundation and our student scholar recipient, Ms. Kalia London. Ms. London received a \$1,500 scholarship from the Black History Scholarship Committee. She represented us well as a second semester KCKCC student and wanting to focus on mechanical engineering as she transfers to the four-year institution. Her mom is a KCKCC grad, works for the Police Department, received her associate degree from here, received her bachelor's degree and is going to pursue her master's degree. The College will recruit her for the 100 stories of success. Also, Mayor Garner personally donated \$500 to the KCKCC Scholarship Fund – we are very appreciative of that from the Mayor.

The ACCT conference was a great trip, even being there the same day as the State of the Union Address with the 8-foot fence all the way around the Capitol and all the extra walking. Dr. Mosier expressed appreciation for Representative LaTurner's support with the downtown project and additional funding for the next congressional discretionary spending request. This is a \$3 million request for the furniture, technology and equipment to outfit the educational stack as much as possible for classrooms or offices related to dual enrollment. Dual enrollment increases the speed at which students will graduate from high school, have college experience and enter the workforce prior to their peers - or advance to a four-year institution. It also saves families a tremendous amount of money, up to \$7,000 a year in tuition, fees and housing. We have a great KCKCC team working on the different disciplines and programs we will have at the downtown location.

Amanda Franze and the Foundation office are working with Merchant McIntyre in Washington, D.C. to get everything put together so we can submit it.

Grants: After many years of tracking, KCKCC has surpassed the 25% mark of our Hispanic student population and we become known as a Hispanic serving institution (HSI). This allows the College to request Title V money which allows for the improvement of existing programs or adding new programs that will benefit the Hispanic community and then the general population students can use that equipment as well, but it's Hispanic students first. The 26.09% Hispanic student population number will get reported to IPEDS next month. Our black student population is about 22%, adding those together equals about 48%. When 50% is reached the College can be categorized as a minority serving institution, which increases the strength of grant application submissions. This shows the wonderful, diverse student population KCKCC has which opens up more opportunities to seek funding for the College.

Funding: Last week we received notice from the Department of Labor and the Employment Training Administration (DOLETA) about the \$2.14 million we received through Senator Moran's request this current year. The Department of Labor will send guidance how to submit the actual grant application through the Workforce Innovation and Opportunity Act, so we can get the funds in and equipment purchased. We did the same process with the \$12 million state allocation with the line item from the Department of Higher Ed, then we submitted the grant. Per Dr. Kneuvean, we will soon be receiving the first \$6 million of the \$12 million of the state allocation. We receive that money first, then the College needs to spend it's \$6 million to match. When we hit that point, the remaining \$6 million from the state is on a reimbursement methodology. Adding the two together means we need to spend \$24 million by the end of December 2024. We're really moving forward with progress downtown.

Downtown Project: We submitted the request for some of the land that is currently owned by the Unified Government. There are three different types of land. One is the southeast corner lot, which is under \$75,000. We submitted a letter to the county administrator as an official request, it will move through the local Commissioner and the At-Large Commissioner. It does not go to the full Commission due to the dollar amount. The northeast corner of that block is above \$75,000 so somewhat of the same process, but it will go to the full Commission for requesting approval. The other is the land bank property - there are two buildings, the church and the old Firestone building. This will process through the planning and development group. We have submitted a letter officially requesting that be transferred to the College with submissions of the financials showing we have met the 70% funding mark.

Dr. Mosier reported, yesterday he attended a special announcement by Governor Kelly at a site South of Topeka where a semiconductor chip manufacturing facility will be expanded. The project is \$1.9 billion for the construction of the facility and about 1,200 new high paying jobs – around \$83,000 per year average. This will eventually grow to a \$2.7 billion investment and about 2,200 employees. Also, the Integra chip manufacturing facility has been announced in Wichita. This economic development means the chip

manufacturing, semiconductor manufacturing industry is focusing on the I-35 and I-70 corridor. There are chip manufacturing plants that are looking at this area on the Kansas side of the river. There is an article about the apex funding for that. This company is called EMP solutions. EMP is electromagnetic pulse, which is the protective coatings on the chips, so that you can't send an electromagnetic pulse and take out a tank, an airplane or a Tesla or a computer system. EMP Solutions also has a significant focus on minority percentage of employees. Also in attendance was Carlos Gomez from the Greater KC Hispanic Chamber and Ann Randolph with the Greater KC Black Chamber.

Dr. Mosier reported he was asked to serve on a Department of Commerce Task Force that is researching creating a proposal for the Federal Chips Act and the National Science Foundation. It is a \$150 million proposal that will create a Kansas regional technology and innovation hub. This ensures KCKCC is involved in those conversations.

Last week, Dr. Mosier, Jerry Pope, Ashley Irvin, Katie Lindgren and Rich Piper had an opportunity to tour the Orange EV manufacturing facility. Orange EV is a manufacturer of an all EV (electric vehicle) yard truck. They will be moving from Kansas City, Missouri to Wyandotte County in June and the College is working with them to develop a specific curriculum similar to industrial maintenance technology, a one semester curriculum that will provide the skill sets to start building the EV trucks in Wyandotte County. We hope to have the curriculum for them by Fall 2023.

As a follow up to Trustee Ash's question last month, we have scheduled, not the presidential swap but a shadow experience for all of Student Senate's Cabinet on Friday, April 7. It will be representatives from Student Senate shadowing President's Cabinet for the day, participating in strategic planning, policy creation and other cabinet meetings, a College Police Department ride-along and taking an athletic bus downtown and tour the site for the new building while having a conversation on what we're doing and why we're doing it followed by the Student Senate meeting to discuss the day's experience.

Chair Criswell asked for questions or comments for Dr. Mosier.

Trustee Ash motioned to accept the report. Trustee Hoskins Sutton seconded the motion.
The Motion Carried.

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

- The HLC Assessment Academy team hosted listening sessions to collect input on redoing our Institutional Learning Outcomes (ILOs). This will allow assessment of these ILOs at that institutional level. Thank you to the faculty and staff who served on that team.

Trustee Daniels questioned how we assess the ILOs. Mr. Pope answered there are a number of steps, one of which is connecting programs to those ILOs, connecting assignments in various projects through task streams and software through those also connect extracurricular programs to those ILOs. It is a thorough mapping of those programs and different portions of those programs to those ILOs. They will be included in the annual Assessment report.

Mr. Pope continued, Assessment Day was January 10. The Assessment Pioneer award went to Dr. Antonio Cutolo-Ring, psychology professor. Mr. Todd Miles, Fire Science Coordinator, and Dr. Amanda Williams, Director of the Learning Commons were named Assessment Champions. The virtual event was attended by approximately 175 staff and administrators.

The Center for Teaching Excellence collaborated with Online Education Services, Counseling & Advocacy and Student Accessibility & Support to provide professional developments sessions. Kudos to those who co-presented and participated, especially to the Faculty Director for the Center for Teaching Excellence, Tom Grady.

Gary Mosby, Theatre Director, and theatre students attended the regional Kennedy Center American College Theatre Festival and one of our first-year theatre major students, Henry Morgan, won third place in the Region 5 finals. This is either the first time or the first time in a long time any of our students have placed. Congratulations to Gary, Cinnamon Paulette, Theatre Professor and to our student.

Trustee Hoskins Sutton commented the student won out of 250 participants. That is an amazing accomplishment for a first-time theater student - congratulations.

Faculty members in the Humanities Department presented *KCKCC Humanities Talks* at various locations. This is part of a humanities grant that we received.

The Speech and Debate team competed at another tournament in Chicago. Information is in the Board packet about how those students placed in the events. Kudos to that department, Darren Elliott, Debate Coach, and Cree Cox, Assistant Debate Coach.

Art Gallery exhibitions include The Black Appalachian and the story of Brown v. Board of Education.

There were 160 high school junior and senior applicants that participated in the Greater Kansas City Hispanic Collaboratives 2023 KC Biz Fest event which was hosted over the weekend.

The Nursing Board first-time pass rates were struggling in 2022. The good news is that our students are above average in terms of their first-time scores. Congratulations to the nursing department and the students for the work they are doing.

The Spring 2022 and Fall 2022 graduates of the Physical Therapist Assistant (PTA) program had 100% first-time pass rate. The PTA enrollment is looking up for the Fall.

We were awarded a grant by the National Science Foundation, \$745,635. Kudos to Dr. Kremer and his team. These grants are used for scholarships. Great job to the grant writers.

Our Vita program is helping community members do their taxes.

Kara Reed, Biology Instructor, is having a contest to see which one of her classes has the highest class average.

The first Annual Mayor's Steam Day is April 22. Dr. Kremer is working with JD Rios, the liaison to the Mayor's Education Task Force to get that going with hopes of up to 400, probably more likely 200 students participating.

Dr. Ronald Malcolm, Adjunct ASL Instructor, was recently named the top education writer by Autism Parenting magazine.

An African American female vocal group, Sweet Honey In The Rock, is going to be at the Folly Theater March 3. Our vocal jazz group, The Standard, opening for them with two songs.

Trustee Daniels motioned to accept the report. Vice Chair Isnard seconded the motion. **The Motion Carried.**

14. **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 –

- We are getting through the first part of the Spring semester and preparing for the end of the semester, Summer and Fall enrollment.

There have been dramatic improvements in the applications backlog in Admissions. The average backlog reported for February is 68 applications which equals two business days. Since tracking began last year, the average backlog during 2022 had been 264 applications. We have actively started our consulting project with Ellucian, Information Services, Admissions and other individuals on campus to research improvements from a technical end to create more effectiveness in managing our recruitment funnel and providing more direct communications and resources to students.

The commencement committee has started meeting for our May 2023 ceremony. More information to come.

We are working on the final touches of our non-returner survey to about 1,000 students who enrolled last Summer or Fall and did not earn their degree or certificate. The survey will ask simple questions about why they did not come back and provide an opportunity for them to return. The survey will be sent to their non-KCKCC email addresses with some text messaging to boost awareness and ensure some incentives. This will be good data for the next levels of our enrollment management plans.

As Ms. McGee presented earlier, there is a need for supporting the new American, individuals who are on refugee or asylee status. We have a vacancy in our International Student Coordinator position which are advertising for as a rebranded position of

International & Immigrant Student Services Coordinator. With the population of asylees, refugees and undocumented students, we did not really have a space at KCKCC for them to get support in programs. This is an opportunity to review that position as we see lower trends in international student enrollment coming in, but also to address a critical need in terms of supporting part of our community.

Basic Needs Services continue to expand. Since we moved downstairs, the foot traffic has improved. We have officially started embarking on partnerships with Catholic Charities and their St. Rita Program who provides wrap around services around students who are going into skilled trades.

The Military & Veterans Center will be doing their Veteran Administration compliance visit first part of March. We do not anticipate any issues with that as we have a very good process for certifying a very complicated process.

Centennial Hall, for the Spring semester, is officially rounding up to 95% occupancy. I anticipate the need to start having to manage a waiting list as we begin applications for next year.

Upward Bound is starting to fill their classes with the high school partners. The event mentioned by Student Senate President, Mr. Andrew Guevara-Alatorre, was a tremendous event to start showcasing that and start formally announcing those resources to our community.

Dr. Meiers asked for questions from the Board.

Trustee Hoskins Sutton commented the rebranding of the Immigrant Student Services Coordinator is headed in the right direction based the National Legislative Summit in Washington, D.C. and speaker Dr. Holtz Eakin, a leading economist in the nation. He spoke about America having low birth rates and being an aging population. Workers and students will need to come from immigration yet immigration has been tightened so we are not getting as many people in America. This enforces we are on the right track.

Trustee Hoskins Sutton questioned the length of time and the process for students in student housing to improve their GPA. Dr. Meiers answered the timeline is our probation standards in terms of when students go on academic probation. Typically, they have one semester where we develop an action plan in coordination with success advisors. It is peer-led by the resident assistants. There are multiple touch points that are monitored. The Student Enrollment Management (SEM) plan reviews placement scores and other demographics to identify these students before they start school, ensure they get the right resources ahead of time. We prefer to retain them and have them graduate. Dr. Mosier added there is the early alert system, which is outreach to the students when the faculty are noticing the student is slipping in class before they hit probation. We are working to bolster our early alert system and some of these the grant funded positions can assist with that and outreach to students. There is a much greater percentage of success that way. Dr. Meiers continued, we analyze replacement score data to see what type of students are successful and review repeat test

takers data to determine opportunities to build strategies to provide those alerts. The Admissions Ellucian consulting, will improve our capacity to do more student success communication messaging. For example, we see a student in the Blackboard system not attending class, we will be able to alert them and the advisor or to a coach. These are options to get as many intervention points as we can for students to know there is support to make them successful.

Vice Chair Isnard motioned to accept the report. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

15. **Chief Marketing and Institutional Image Officer Report:** Chair Criswell called for the Chief Marketing and Institutional Image Officer report. Ms. Kristy Green reported the following –

- Marketing has won a national award for social media from one of our posts, possibly the Lansing Correctional Facility's graduation. Ms. Green will be at the national conference in April and will accept the award. A national award has not been won for a couple of years.

Enrollment has been a focus for this semester. Working with Dr. Meiers to send postcards, emails and texts. as well as well as communication. The first push is this Spring's second eight-week classes, there is a lot of communication on campus with flyers and table tents. We are preparing for Fall because class enrollment opens on April 1. A postcard will be sent to all current students the first week of April.

The Fast Facts flyer is updated and redesigned.

Design and photography work by our talented staff is in our report.

We see strong results with the website. We are researching a website redesign to promote a user experience focused on the student. The redesign will take one to two years. We want to have strong outreach for individuals to know how to get to what they need on the website.

Social media continues to be a strong tool for reaching our students and our community. We received a lot of positive remarks for our Super Bowl graphics.

Ms. Green asked for questions from the Board.

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

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

- Trustee Brune did a good job highlighting the big news of this being our biggest month for revenue. We received \$25 million in property taxes which are staged out through the year but this is the bulk of the taxes received.

An updated budget calendar with updated language on the revenue neutral hearings -

only if needed - is included in the Board packet.

We attended a Purchasing Reverse Vendor Fair at Johnson County Community College. This allows vendors to meet different business entities. We acquired dozens of names and business cards so as bids come up for opportunity now we can notify additional people. We have quite a few bids that are out on our new website landing page and we are advertising those bids in the State Register. This encourages more competition and will hopefully provide better pricing over time.

We are working busily on the budget and will report about the budget in the coming meetings and over the next few months.

Thanks to working with IT, we are now using the electronic ACH payment for vendors. This will save time in accounts payable and be better received by the vendors.

The work on relocating the College Parkway crosswalk with the audible alarms has been completed. The striping for the crosswalk will be done as the weather provides allows. From Centennial Hall, it is now better aligned in connection with the sidewalk in front of the main buildings. Other ways to make the campus more pedestrian friendly are being reviewed.

Introductions of new police officers hired are in the Board packet. We have two offers out to some great candidates and if they accept, we will only be down two officers.

Dr. Kneuvean asked for questions from the Board.

Trustee Hoskins Sutton questioned if there was asbestos exposure in the art department and commented about the mold in the art department and Room 3402. Dr. Kneuvean answered, in the art studio there was a process of removing flooring and polishing the concrete. During the renovations, the asbestos was remediated in a proper way within the contained space by professionals. Asbestos is all around. It is not dangerous unless it becomes friable, which means when it is disturbed. The mold issue was found and remediated during replacement of old air conditioning units that were leaking into the wall. That classroom was not in use during that project. With the Learning Spaces project for this fiscal year, there are approved additional replacements that finishes the classrooms next to those old units that will be updated with modernized HVAC units. If there is any mold discovered we will take care of it. Dr. Mosier added the asbestos is normal and expected as the buildings were built in the 1970s. As we update our classrooms and hallways it is a normal process to take out the old and put in the new. Dr. Kneuvean summed up it is very common and we are fortunate that our people are skilled to recognize it and then an outside specialized contractor can remediate it.

Trustee Daniels motioned to accept the report. Trustee Brune seconded the motion.

The Motion Carried.

17. **Chief Human Resources Officer Report:** Chair Criswell called for the Chief Human Resources Officer report. Ms. Christina McGee reported the following –

- This month we held our quarterly supervisor meeting with a focus on the hiring process.

We have continued our monthly professional development series. This month it was providing constructive feedback. The next one is scheduled for next month about adapting to change.

We launched the work from home hybrid program. So far 21 employees have approved application agreements to work from home or remotely. We had 96 employees participate in the required training with a focus on expectations of the program. If individuals have eligible positions, in hopes to not hold up the process with paperwork, the training is completed. We anticipate more agreements will come in. Supervisors are reviewing scheduling for departments and navigating the process. Dr. Mosier added the program is only one or two days a week. Ms. McGee confirmed there is no 100% remote work.

We have completed the interviews for the Talent Acquisition Employment Coordinator. Someone will be on board soon to start engaging and actively recruiting for positions. There are currently 46 open positions, part time and full time that our Employment Coordinator is managing and hoping to fill soon.

From the Center for Equity, Inclusion and Multicultural Engagement, we started an introduction into unconscious bias in the hiring process. We are now working on a full training session. Ms. McGee was glad to hear from Trustee Hoskins Sutton about blind applications as that was a discussion in the training session. We do not have the ability to do that right now but it is certainly a consideration.

Ms. McGee asked for questions from the Board.

Vice Chair Isnard motioned to accept the report. Trustee Brown seconded the motion.

The Motion Carried.

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

- Thanked Media Services for putting together the Board meeting setup. There are many items in Information Services handled in the background.

Changed and secured the login process for our CRM Advise, CRM Recruit and one other application behind our SAML (Security Assertion Markup Language) and SSO (Single Sign-On) login.

Worked on firewalls this week with the plan to move the login process when we connect to the VPN (Virtual Private Network) behind SAML so we can have the SSO or the two-factor authentication behind that.

Microsoft will apply a global change to their authenticator app that is popularly used for MFA (Multi-Factor Authentication). This is in response to the Uber hack that happened last year through MFA fatigue or MFA bombing, where they have the username and password correct, then they keep prompting the user to approve the authentication. Microsoft is making a change to their authenticator app to help prevent that fatigue that when it goes through the login process and you're prompted for MFA, there will be a two-digit code that pops up on the screen. The end user that has the Authenticator app is the only one that will have the codes. Mr. Gabriel will notify employees via email about this change.

Setting up vulnerability testing to find issues. We bring in a third party, it takes about a week for them to test all our systems to determine if there are vulnerabilities. We will not do penetration testing at that time as that hourly rate is much more expensive. If a vulnerability is known, there is no need to spend the money to test until the vulnerability is fixed. Once scheduled, the College will get the testing completed and the results back by the end of this semester so we can work on fixing those vulnerabilities over the Summer.

Thanked members on the Information Services team that are working with Mr. Pope, Dr. Meiers and Dr. Kneuvean different projects such as Residents Life, Recruit and improving the application process. The consultant we have works for Ellucian, knows the system and used the system in an educational facility for 15 years.

Mr. Gabriel asked for questions from the Board.

Vice Chair Isnard questioned the Computing Services chart in the Board packet with phone support always being the highest and if there are that many issues with the phones specifically or that is the percentage of issues that were called in to the help desk. Mr. Gabriel confirmed phone support is how the issue reached the help desk.

Trustee Ash motioned to accept the report. Vice Chair Isnard seconded the motion.

The Motion Carried.

19. Unfinished Business:

- Chair Criswell presented the 2023 KCKCC Board and College Committees, and Delegate Assignments as follows –

For the Board Policy Committee, Chair Criswell nominated Ms. Linda Hoskins Sutton as Chair with Ms. Rosalyn Brown and Dr. Ray Daniels as members.

Chair Criswell called for a motion to approve the Board Policy Committee assignments as nominated. Trustee Hoskins Sutton made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

For the Board Audit, Finance & Facilities Committee, Chair Criswell nominated Mr. Brad Isnard as Chair with Ms. Pat Brune and Mr. Don Ash as members.

Chair Criswell called for a motion to approve the Board Audit, Finance & Facilities Committee assignments as nominated. Trustee Daniels made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

For the Board Community Engagement Committee, Chair Criswell nominated Ms. Rosalyn Brown as Chair with Ms. Pat Brune and Mr. Don Ash as members.

Chair Criswell called for a motion to approve the Board Community Engagement Committee assignments as nominated. Vice Chair Isnard made the motion. Trustee Daniels seconded the motion. **The Motion Carried.**

For the Board Representatives to the Executive Committee of the Foundation, Chair Criswell nominated Ms. Linda Hoskins Sutton and Mr. Brad Isnard as representatives.

Chair Criswell called for a motion to approve the Board Representatives to the Executive Committee of the Foundation assignments as nominated. Trustee Ash made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

For the Board Representative to the College Senate, Chair Criswell nominated Dr. Ray Daniels as representative.

Chair Criswell called for a motion to approve the Board Representative to the College Senate assignment as nominated. Trustee Brune made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

For the Association of Community College Trustees (ACCT) Board Delegate and Alternate, Chair Criswell nominated Mr. Don Ash as the Delegate and Ms. Linda Hoskins Sutton as the Alternate.

Chair Criswell called for a motion to approve the Association of Community College Trustees (ACCT) Board Delegate and Alternate assignments as nominated. Trustee Brown made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

For the Kansas Association of Community College Trustees (KACCT) Board Delegate and Alternate, Chair Criswell nominated Mr. Don Ash as the Delegate and Ms. Linda Hoskins Sutton as the Alternate.

Chair Criswell called for a motion to approve the Kansas Association of Community College Trustees (KACCT) Board Delegate and Alternate assignments as nominated. Trustee Brune made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

Chair Criswell gave congratulations and appreciation to all committee members.

- Chair Criswell called for the Updated Proposed KCKCC FY 2023-2024 Annual Budget Calendar. Dr. Shelley Kneuvean presented the following –

- The updated calendar is in the Board packet. The dates did not change, we improved upon the language based on the feedback provided from the Board regarding holding the revenue neutral rate hearing unless needed. The calendar is updated to clarify there has not been any discussion or decisions about those items. Dr. Mosier clarified that we have to hold the hearing. We made the language more neutral in nature than an assumption that we would exceed the revenue neutral rate. Dr. Kneuvean agreed and clarified we do have to hold also a budget hearing and the language was made very neutral.

Dr. Kneuvean asked for questions or other changes requested from the Board.

Chair Criswell called for a motion to approve the Updated Proposed KCKCC FY 2023-2024 Annual Budget Calendar. Trustee Hoskins Sutton made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

20. New Business:

- Chair Criswell called for Mr. Jerry Pope to present the Proposed FY 2024 Special Course Fees. Mr. Pope presented the following –
 - The lists of fees are in the Board packets. The class fees, special class fees, course fees are different from the Excel and CTE fees which were approved at the end of last year. In red are some revised fees due to increased costs of materials, bundling of a textbook for cheaper costs for the student and no need to wait on financial aid to be dispersed so the textbook is available on the first day of class.

Trustee Brune mentioned the Board Finance Committee reviewed the fees and recommend approval.

Trustee Daniels motioned to approve the fees. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- Chair Criswell called for Dr. Greg Mosier and Dr. Shelley Kneuvean to present the Proposed FY 2024 Tuition, General Fees and Student Housing Fees. Dr. Mosier and Dr. Kneuvean presented the following –
 - Dr. Kneuvean pointed out in the Board packet is a recommendation for setting the next academic year's tuition and fees. Included is an attachment that provides information to understand how we relate to Johnson County Community College and Metropolitan Community College in our geographic region. The recommendation is to keep the tuition flat as it is this year. We are requesting to increase the technology fee by \$1.00 as the technology fee does not cover all our IT costs, it helps to support it and that fee has been the same for a number of years.

Dr. Kneuvean asked for questions from the Board and asked for a motion to set the tuition for next year.

Trustee Ash announced the Board Finance Committee reviewed the presentation of

the proposal, it is very reasonable and recommended approval. Vice Chair Isnard expressed happiness that there can be another year of flat tuition. Trustee Hoskins Sutton made the motion. Trustee Daniels seconded the motion. **The Motion Carried.**

Chair Criswell called for Dr. Shelley Kneuvean to present the Budget Mid-Year Adjustment. Dr. Kneuvean apologized and requested to return to the second item of the last presentation item to set the student housing rates for Centennial Hall.

- Dr. Kneuvean proposed a 2% increase in the rates and, as Trustee Brune noted, based on our projections at this moment, we believe we will end with a positive net income on Centennial Hall. These dollars will be set aside into a refurbishing, renovating fund earmarked towards student housing. To keep up with inflation costs and the first-year bond payment, a 2% increase in the rates is recommended.

Chair Criswell called for a motion to approve the recommended new student housing rate. Trustee Brown made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- Chair Criswell called for Dr. Kneuvean to present the Budget Mid-Year Adjustment. Dr. Kneuvean reported the following –
 - This budget adjustment is brought forward based on mid-year information to recognize items that have changed or expenses that had not been rolled over. The information is presented in the Board packet in three different formats: the narrative, a summary sheet accounting of all the designated and undesignated reserves and the visual illustration of squares.

Dr. Mosier announced the money has always been accounted for - how it will be spent, but it was put into the reserve at the end of the year versus staying in the working account. This adjustment puts it back in the appropriate working account.

Trustee Brune shared the Board Finance Committee deeply reviewed this adjustment. Trustee Ash included the narratives were great and very self-explanatory. Vice Chair Isnard announced we are still well within the published budget. Dr. Kneuvean verified the information filed with the clerk so a hearing to adjust the budget is not needed. Trustee Daniels questioned if there is an impact on the academic programs. Dr. Mosier answered there is no impact on our academic programs. Dr. Kneuvean explained there are logistics to recognize the revenue properly. Vice Chair Isnard pointed out not approving this would affect our academic programs.

Chair Criswell called for a motion to approve the Budget Mid-Year Adjustment. Trustee Ash made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

Chair Criswell thanked Dr. Kneuvean for an excellent job and for segmenting the information into digestible explanations.

Chair Criswell expressed great appreciation to Dr. Mosier, the Board, faculty, staff and all the technical players that made this meeting possible.

21. **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 7:04 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, February 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, February 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 there will be four (4) executive sessions and 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 5-minute duration. Open session would take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Daniels made the motion. Trustee Brown seconded the motion.

The Motion Carried.

The Board was allowed time to travel to the special meeting room beginning at 4:03 p.m. The Board entered the first executive session in Room 3397 and in the virtual meeting room at 4:06 p.m. The Board ended the first executive session at 4:11 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 7-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 4:11 p.m. The Board ended the second executive session at 4:18 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 10-minute duration. All action would 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 third executive session began at 4:19 p.m. The Board ended the third executive session at 4:29 p.m.

Returning to the open session, Chair Criswell called for a motion to enter a fourth executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session for a 7-minute duration. All action would take place in Upper Jewell Lounge and in the virtual meeting room. Vice Chair Isnard made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

The fourth executive session began at 4:30 p.m. The Board ended the fourth executive session at 4:37 p.m.

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

At 4:47 p.m., Chair Criswell returned the meeting to open session. Chair Criswell announced action was not needed on executive sessions one, two and three.

Chair Criswell called for a motion to extend the president's contract for a period of one additional year. Vice Chair Isnard made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

Dr. Mosier gave appreciation to the Board and mentioned he looks forward to continuing to serve the Board, the students and county.

4. **Informational:**

- Chair Criswell called for Dr. Mosier to present the 2023 Annual Calendar of Presentations to the Board. Dr. Mosier announced he shared the document via email in draft form for review, and it can be discussed further at the Board retreat. The document can be adopted next month with any edits or adjustments made.
- Chair Criswell announced the Board of Trustees Retreat will be held on Saturday, February 25, 2023, 10:00 a.m. to 12:00 p.m. as a virtual meeting via Zoom.
- Chair Criswell called for Dr. Mosier to announce the reminder of the Board of Trustees & College Senate Annual Luncheon. Dr. Mosier announced the combined Board of Trustees and College Senate Annual Luncheon on Thursday, May 4, 2023,

12:30 p.m. to 2:00 p.m. It will be a hybrid meeting with lunch in Upper Jewell. We look forward to a good conversation with College Senate.

Chair Criswell asked if there were any questions. There were no questions.

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

The meeting adjourned at 4:50 p.m.

ATTEST:

Chairperson, Ms. Evelyn Criswell

Secretary, Dr. Greg Mosier



Recommendations for Payment

CONSENT AGENDA – Item B

March 21, 2023

- 1) Approval in the amount of **\$35,325.00** for HVAC repairs in Campus Police rooms. Request by Shelley Kneuvean. Funding Source – Capital Outlay: Repair and Remodeling.
- 2) Approval in the amount of **\$400,000.00** to Cisco for WiFi Infrastructure. Request by Peter Gabriel. Funding Source – Information Services: Equip Capitalized over \$5,000 (Strategic Ask FY23).

February bills totaling **\$3,371,611.60** includes January VISA bills of **\$135,751.13**.

Items for Ratification

CONSENT AGENDA – Item C

March 21, 2023

- 1) **\$20,272.79** to **Electronic Supply Co., Inc.** for replacement of APC UPS units for Datacenter Server, Firewall and Wireless Controller rack. Requested by Shelley Kneuvean. Funding Source - Information Services: Equip Capitalized.
- 2) **\$13,482.00** to **Treanor Architects** for Facilities Master Plan professional services. Requested by Shelley Kneuvean. Funding Source – Capital Outlay: Facilities Master Plan.
- 3) **\$11,164.00** to **P1 Group** to install LED flat panels in Cosmetology. Request by Shelley Kneuvean. Funding Source – TEC Operations: Equip Capitalized over \$5,000.
- 4) **\$13,400.00** to **Convergeone** for VMware maintenance renewal. Requested by Peter Gabriel. Funding Source – Information Services: Software Expense.
- 5) **\$24,975.00** to **KC Lift & Elevator** for Humanities wheelchair lift replacement. Requested by Shelley Kneuvean. Funding Source – Capital Outlay: Deferred Maintenance.
- 6) **\$15,627.00** to **Environmental Works, Inc.** for phase 1 and hazardous materials survey for the downtown project. Requested by Shelley Kneuvean. Funding Source – Downtown Location.



HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D

March 21, 2023

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Separation	Breshears, Scott	Police Officer	College Police	Financial and Facility Services	03/01/2023
Resignation	Larson, Sarah	Instructor	Nursing	Academic Affairs	05/19/2023
Resignation	Pitchlyn, Carol	Part-Time Administrative Assistant	Center for Equity, Inclusion and Multicultural Engagement	Human Resources	03/01/2023
Retirement	Bradford, Wayne	Administrative Assistant to the Dean	Arts, Communications, and Humanities	Academic Affairs	03/31/2023

STIPEND

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	AMOUNT
Additional Duties	Strohman, Jennifer	Assistant Coach	Athletics	Student Affairs and Enrollment Management	11/15/2022 – 01/21/2023	\$240
Additional Duties	Roblee, Jefferson	Assistant Coach	Athletics	Student Affairs and Enrollment Management	11/15/2022 – 01/21/2023	\$240

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
New Hire	Balog, Scott	Executive Vice President	President's Office	President's Office	04/12/2023	\$185,000 annually
New Hire	Knight, Luke	Events and Scheduling Specialist II	Central Scheduling	Academic Affairs	03/13/2023	\$49,000 annually
New Hire	Martinez, Karina	Admissions Recruiting Coordinator I	Admissions	Student Affairs and Enrollment Management	03/20/2023	\$55,000 annually

New Hire	Pagenkopf, Robert	Administrative Assistant I	Student Success Center	Student Affairs and Enrollment Management	03/13/2023	\$39,000 annually
New Hire	Stordahl, Cynthia	Custodian I	Facility Services	Financial & Facility Services	03/21/2023	\$35,000 annually
New Hire	Sumner, Kelly	Adjunct	Career and Technical Education	Academic Affairs	02/27/2023	\$970.32 per credit hour
Promotion	Harris, NaQari	High School Partnership Specialist II	Student Affairs and Enrollment Management	Student Affairs and Enrollment Management	03/27/2023	\$48,000 annually
Promotion	Reece, Tamara	Director	Student Financial Aid	Student Affairs and Enrollment Management	03/01/2023	\$86,083 annually
Promotion	Smith, Kyle	Facilities and Operations Coordinator I	Athletics	Student Affairs and Enrollment Management	02/16/2023	\$57,500 annually
Promotion	Tekle, Yoel	Talent Acquisition and Employment Coordinator I	Human Resources	Human Resources	03/16/2023	\$54,500 annually
Rehire	Hipolito, Karla	Financial Aid Coordinator I	Student Financial Aid	Student Affairs and Enrollment Management	03/27/2023	\$50,000 annually
Salary Adjustment	Allison, Christopher	Police Officer	College Police	Financial and Facility Services	02/21/2023	\$51,907.03 annually
Salary Adjustment	Anderson, John	Police Officer	College Police	Financial and Facility Services	02/21/2023	\$54,790.45 annually
Salary Adjustment	Berry, Jonathan	Police Officer	College Police	Financial and Facility Services	02/21/2023	\$51,907.03 annually
Salary Adjustment	Havner, Cory	Police Officer	College Police	Financial and Facility Services	02/21/2023	\$57,674.16 annually
Salary Adjustment	Nichols, Yasmienne	Police Officer	College Police	Financial and Facility Services	02/21/2023	\$50,003.78 annually
Salary Adjustment	Putzke, Robert	Chief	College Police	Financial and Facility Services	03/01/2023	\$107,408 annually

Action Definitions

- **New Hire**- an individual who enters their first employment relationship with the College.
- **Rehire** – an individual that reenters into an employment relationship with the College.
- **Transfer** - a staff transfer to another position that does not result in an increase to a higher job grade. A faculty transfer is from the 182 to 212 designation and vice versa.
- **Promotion**- is the advancement of a staff's grade or increase to their salary.
- **Retirement**- a formal way an employee is voluntarily ending their employment.as indicated on their separation notice.

- **Reassignment-** a change to an employee's current position. It may result in movement within the same organizational unit or another unit, a change in duties, work location, days of work, salary, or hours of work.
- **Resignation-** a formal way an employee is voluntarily ending their employment.
- **Separation-** a formal way an employee is involuntarily ending their employment.
- **Interim** - An employee filling a vacant position on a temporary basis until a competitive search process is completed.
- **Additional Position** – an additional position that is given to someone that is actively employed at the college.
- **Non-Renew** – a Professional Employee's contract will not be renewed at the end of their term.
- **Master Contract** - Completion of degree changing the faculty member's class on the contract.
- **Back Pay** – the difference between what the College paid an employee and the actual amount owed to the employee.

March 2023 Board of Trustees Report
Vice President of Academic Affairs

Academic Affairs Summary – March 2023

- On February 28th, the Writing Club hosted a Black History Month read in.
- This month, the Office of Assessment hosted a professional development session called “Effective Rubrics: How to use Rubrics to Assess Learning.”
- Virtual Artist Talk for the exhibition “Holler If You See Me: Black Appalachia” was held on Feb. 21. There were 15 in-person and 11 online. Recording: https://fb.watch/i_0KaTzjy9/.
- New exhibit on display located in the display cases in Lower Jewell across from the Students Basic Needs office, a portion of the Michael Klein Collection at The Temple, Congregation B'nai Jehudah is on display now through August 27.
- March 26th: The KCKCC Chamber Choir will perform in their 1st Spring Concert at St. Patrick’s Catholic Church at 7pm. They will share the concert with the Songflower Chorale.
- About 40 people attended an open house that was held on February 8 at the Kansas City Kansas Community College (KCKCC) Technical Education Center highlighting the Automation Engineer Technology (AET) Program.
- The KCKCC-TEC high school Culinary Arts team participated in the JCCC High School Culinary Competition February 10 at Johnson County Community College (JCCC). The team brought home the gold medal in the competition and Best in Show trophy.
- KCKCC Welding Technology and HVAC students and instructors from the Technical Education Center were invited by the Pipe Fitters Local Union 533 to tour its Training Center in Kansas City, MO, on February 23, and heard a presentation from union officials on 5-year apprenticeship programs.
- The program obtained Perkins funding to purchase Nurse Tim Clinical Judgment Simulation electronic resources to aid faculty in preparing students for this style of NCLEX. We expect to begin using these materials this month in the RN program and for fall in the PN program.
- After a national search, Dr. Deanne Yates has been selected to participate in the American Council of Academic Physical Therapy (ACAPT) Physical Therapist Assistant education engagement task force.
- KCKCC was awarded a grant in the amount of \$745,635 from the National Science Foundation for the project: “Building Biologists Using Assets for Scholar Success”, DUE: 2221298. This grant will be used for scholarships for students majoring in Biology. Great job grant writers!
- Dr. Ishfaq Ahmed and the Bio-manufacturing Program hosted the Bioscience Core Skill Institute (BCSI) Showcase on March 3rd. Industry partners came to learn more about the micro-credentials that BCSI offers. A student in the program, Quendrix Martinez, agreed to be evaluated for micro-credentials as part of the showcase.
- Psychology professor Victor Ammons is taking a group of 10 students from the Psychology Club-Psi Beta to the 2023 Southwest Psychology Association Convention in Frisco, Texas from March 30 to April 2.
- Professor of Psychology, Dr. Jelena Ozegovic is the recipient of the 2023 NISOD Excellence Award. Congratulations Dr. O!!!

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Vice President of Academic Affairs

Academic Support and Assessment – Dean Cecelia Brewer

Learning & Library Services: Dr. Amanda Williams, Director

On February 28th, the Writing Club hosted a Black History Month read in. The National African American Read-In (AARI) is a “groundbreaking effort to encourage communities to read together, centering African American books and authors.” Established in 1990 by the Black Caucus of the National Council of Teachers of English, its purpose is to “make literacy a significant part of Black History Month.”

<https://ncte.org/get-involved/african-american-read-in/>

To promote literacy and celebrate the voices of readers and writers in our community, the Division introduced participants to this year’s official Black History Month theme: Black Resistance. Students and faculty shared resources, read together, and engaged in vibrant discussion.

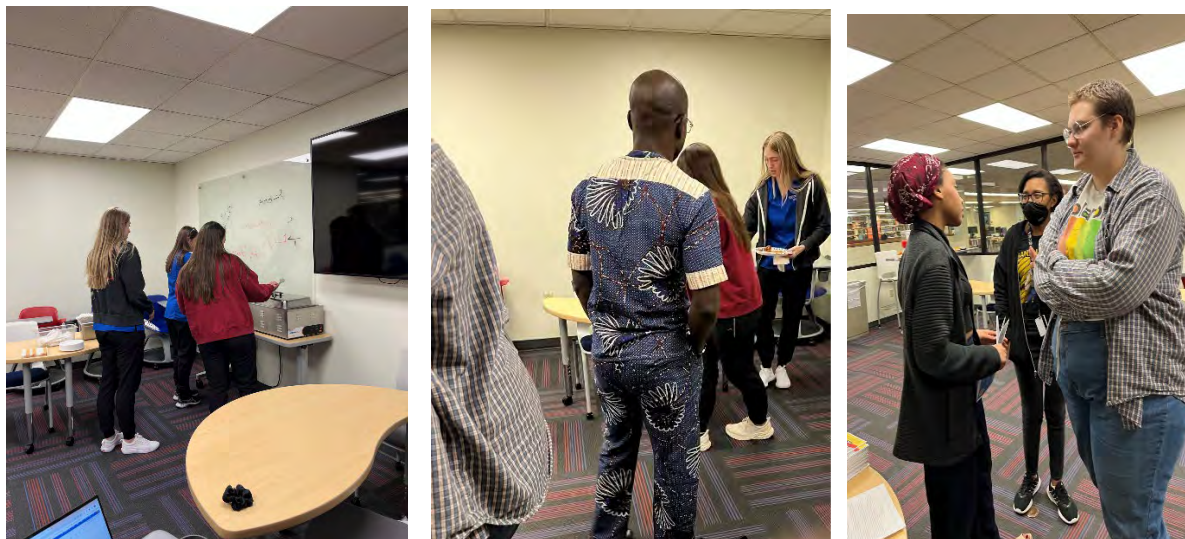
<https://asah.org/black-history-themes/>

The featured text, *Revolution in our Time: A Black Panther Party’s Promise to the People* by Kekla Magoon, is available for check-out at the KCKCC library.

<https://www.nationalbook.org/books/revolution-in-our-time-the-black-panther-party-s-promise-to-the-people/>



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Office of Assessment: Dr. Cynthia Goudeau, Director

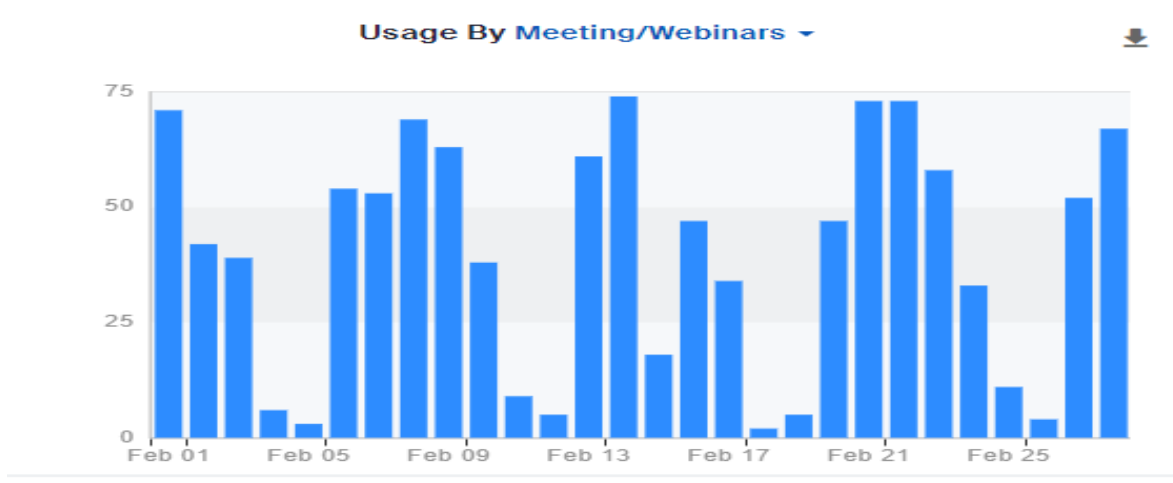
Ms. Angie Miller, Assessment Coordinator, attended the American Association of Colleges and Universities' (AAC&U) conference on General Education, Pedagogy, and Assessment. The 2023 theme was "The Innovation Imperative: Empowering, Celebrating, and Rewarding Campus Change Agents." Ms. Miller attended the virtual version of the conference which took place over three weeks. During the General Education sessions, accounts of how other schools, both 4-year and community colleges, addressed the need for change in their programs were offered. The pedagogy sessions provided multiple strategies for evaluating effective teaching and addressing student learning needs. The sessions during the assessment portion of the conference focused on how to effectively assess general education outcomes and how to create change in the culture on campus around assessment. Throughout the conference, Ms. Miller gathered several ideas on how to streamline the changes that are already happening at KCKCC, which will be a benefit as the institutional assessment of student learning progresses.

This month, the Office of Assessment hosted a professional development session called "Effective Rubrics: How to use Rubrics to Assess Learning." At this virtual session, Ms. Angie Miller led 10 faculty and staff through the process of creating effective rubrics and provided tips and tricks for using rubrics in valuable assessments. Starting the process with the end in mind, participants were guided through the process of creating rubrics with embedded learning outcomes that fit the goals of the assessment. Participants discussed how using these tools can help students and faculty reflect on the strengths and weaknesses of individual students, classes, or programs.

Online Education Services: Susan Stuart, Director

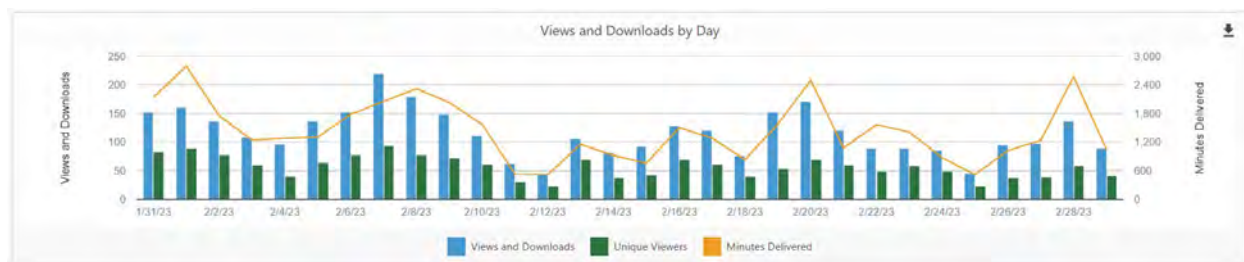
Online Education services supported Zoom meetings with 8,641 participants (over multiple sessions) clocking 369,373 combined minutes from February 1, 2023, through February 28, 2023

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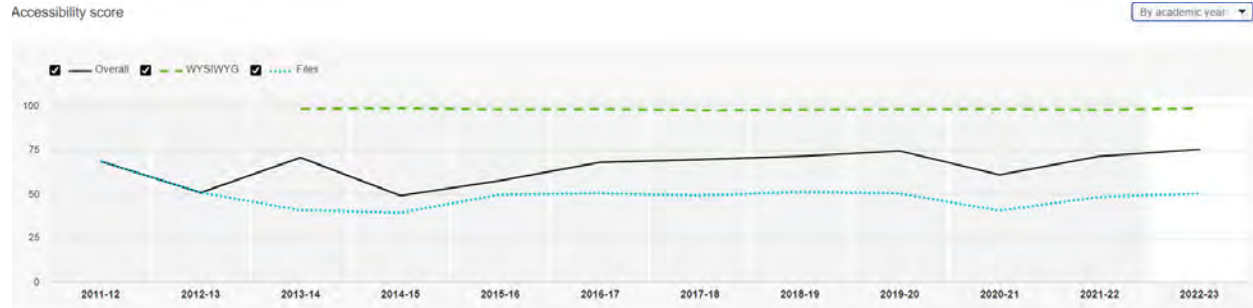
Online Education continues to support and facilitate the Board of Trustees Public Meeting through Zoom.

OES continues to see an increasing rate of utilization of the class capture software, Panopto. We consistently have a large number of views at 3,483 through February, and downloads at 43,141 minutes accessed by 539 unique users. The integrations between Zoom and Panopto platform, between Zoom and Blackboard, and Panopto and Blackboard continues to encourage the use of these tools.



Accessibility of content in the online environment is in the 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 works 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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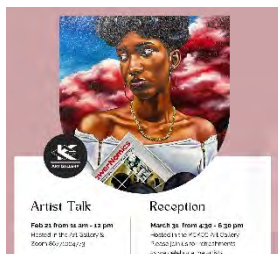
OES scheduled 58 faculty trainings through the months of February - April on technologies used in teaching online, virtual, and face to face courses, including Blackboard, Zoom, Panopto, Respondus proctoring tools, and Xerte Online Toolkits (content creation) and the using the Lightboard. We continue to work collaboratively with the Center for Teaching Excellence to provide specific trainings.

Online Education Services staff resolved approximately 210 tickets, calls, or email support requests from the start of the term through February 28, 2023.

Arts, Communication and Humanities – Dean Dr. Donna Bohn

From Shai Perry (Art Gallery)

Exhibit Updates:



- Virtual Artist Talk for the exhibition **“Holler If You See Me: Black Appalachia”** was held on Feb. 21. There were 15 in-person and 11 online. Recording: https://fb.watch/i_0KaTzjy9/
- Closing reception will be held on **March 31 from 4:30 pm to 6:30 pm** in the art gallery. The exhibition is on display until March 31.

- New exhibit on display

located in the display cases in Lower Jewell across from the Students Basic Needs office, a portion of the **Michael Klein Collection at The Temple, Congregation B'nai Jehudah is on display now through August 27**. It focuses on 20th-century Judaism around the world. Each panel showcases a different part of the world including the United States, North Africa, Europe, Central Asia, and the



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Middle East. Historic Jewish artifacts ranging from spice boxes, mirrors, and yarmulkes are a part of this exhibit.

Highlights:

- KMBC9 Interview: <https://www.facebook.com/100001467364943/videos/588577779537846/>
- KKFI Radio Interview: <https://archive.kkfi.org/> Art Magazine 2/27/2023
- Wyandotte Daily: https://wyandottedaily.com/kckcc-art-gallery-honors-black-history-month-with-exhibit/?fbclid=IwAR02WPG16Op6wurPp7-2y_FuN54UBWBnsT0-8GRtx0I6JyDvnZUed1ZISSU
- Gallery Coordinator Shai Perry was the February guest speaker for the American Association of University Women Parkville Branch.

Guest artist:

- Darryl Woods Feb. 2 demonstrated drawing with Little Leaders of KCK childcare facility.

From John Stafford (Vocal Music):

March 1st: Kerry Marsh and Julia Dollison, new KU Vocal Jazz Faculty Members, gave a clinic to our vocal students. Kerry and Julia own the publishing company: Kerry Marsh: Vocal Jazz and Beyond.

March 9th: KCKCC Jazz Ensembles will perform at West Wyandotte Library for their Spring Jazz Showcase at 6pm.

March 26th: The KCKCC Chamber Choir will perform in their 1st Spring Concert at St. Patrick's Catholic Church at 7pm. They will share the concert with the Songflower Chorale.

March 27th: Internationally acclaimed bassist and vocalist, Kristin Korb, will give a masterclass to our music students from 11am to 2pm.

From Dan FitzGerald (ESOL):

On Valentine's Day, the SOL club hosted a poetry reading with churros and chocolate in lower Jewell. Students read famous poems in Spanish and Portuguese. The audience could read along with an English translation.

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From Clint Ricketts (Studio Arts):

The Art Club raised nearly \$400 for their upcoming trip to Chicago selling art and baked goods on Valentine's Day.

The Kansas City Art Institute visited KCKCC campus to speak with prospective students on February 23.

Career and Technical Education – Interim Dean- Ashley Irvin

1. About 40 people attended an open house that was held on February 8 at the Kansas City Kansas Community College (KCKCC) Technical Education Center highlighting the Automation Engineer Technology (AET) Program. KCKCC staff, the AET instructor, and FAME representatives were on hand to meet with prospective students about the AET career field and the FAME model of education/training. Ron Williams, owner of Wyandotte BBQ, gave a \$500 donation check to support the Lansing Correctional Facility (LCF) student assistance fund.



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2. The KCKCC-TEC high school Culinary Arts team participated in the JCCC High School Culinary Competition February 10 at Johnson County Community College (JCCC). The team brought home the gold medal in the competition and Best in Show trophy. The team competed against 14 other high school teams from Kansas and Missouri. The team prepared the following food: Chicken and the Egg, Wild Boar, and Almond Cake. The KCKCC-TEC high school team consisted of the following students: Caitlyn Mayes, Lizbeth Flores, Joselyn Valencia, Deanna Jones, Ezequiel Perez and Culinary Arts Instructor and coach Chef Justin Mitchell.

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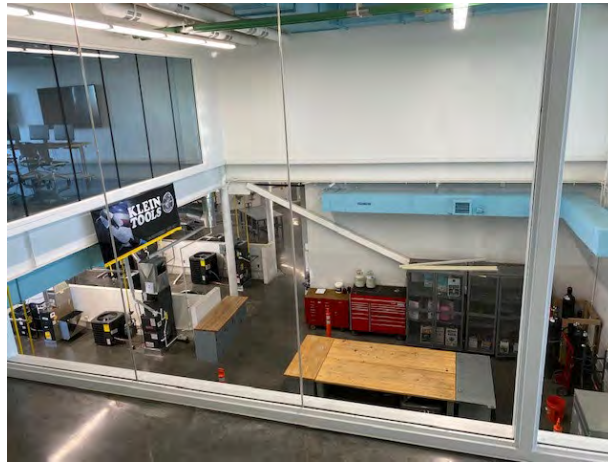
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3. KCKCC HVAC Instructors visited Johnson County Community College (JCCC) on February 14 to tour the college's HVAC classrooms and labs. The instructors met with the JCCC HVAC department and its coordinators to collaborate on ways to improve and implement the KCKCC's program realignment.



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4. Former KCKCC Welding Technology student Noah Gee visited with students at the Technical Education Center February 9 about welding opportunities at the company he is employed with – Intercontinental Engineering – Manufacturing Corporation.



5. KCKCC Welding Technology and HVAC students and instructors from the Technical Education Center were invited by the Pipe Fitters Local Union 533 to tour its Training Center in Kansas City, MO, on February 23, and heard a presentation from union officials on 5-year apprenticeship programs. The training center is comprised of two areas – welding and HVAC – and students toured the classrooms and labs. There were 11 HVAC students and 12 Welding Technology students who attended along with instructors. The Pipe Fitters Union needs welders and HVAC technicians. The Pipe Fitters Union is open to everyone with or without prior experience, but having experience is helpful. There is a real shortage of Piper Fitters, which is a high-demand, high-paying career field.

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6. High school students from local schools continued their manufacturing tours in February. 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 include 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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Director of Technical Programs Rich Piper presented the student scholarship.



Harmon High School students and advisors.

7. Construction Technology students at the Technical Education Center have been busy learning how to build cabinets that will be installed by the students in the program's project house.

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8. On February 22, technicians from Rapid Recovery/A-Gas did a presentation for the HVAC students at the Technical Education Center on recovering and the recycling process of refrigerants in the program. The technicians demonstrated how to determine what is in each tank and then recovers/pumps it into bigger tanks.

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9. Culinary Arts instructor at the Pioneer Career Center in Leavenworth Chef Kelly Jenkins taught a community education class February 21 called “Let’s Make Soup!” Students attending learned out to make different soups and cheesy garlic biscuits.

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10. The Adult Education Department is pleased to announce that Building Engineering and Maintenance Technology (BEMT) student Perry Tilghman passed his final GED test. Tilghman was working on both his GED and BEMT certificate. He has been offered a summer internship with Siemens.

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Perry Tilghman

Health Professions – Dean Dr. Tiffany Bohm

Nursing

1. Faculty are looking at ways to increase interest in our programs. We are going to two recruitment events. We will also be holding a nursing open house Thursday, April 6, 430-630 pm. Faculty and students will be on hand to answer questions and give tours of the simulation and Lifespan labs where we will showcase our equipment and our program. Marketing is working on advertising the event to the community and to area high schools and are assisting with developing flyers and materials.
2. Faculty are working to prepare for the new style of NCLEX for the RN and PN that will be implemented April 1. This exam is revised every 5 years, but this particular revision is the most radical seen in many years. It will focus on measuring clinical judgment with new electronic style questions that include review of a case in an electronic health record. There is significant concern across the country that this will have a negative impact on licensure pass rates for at least the next few years.
3. The program obtained Perkins funding to purchase Nurse Tim Clinical Judgment Simulation electronic resources to aid faculty in preparing students for this style of NCLEX. We expect to begin using these materials this month in the RN program and for fall in the PN program.
4. Congratulations to Frankie Davis, Nursing Faculty, who attained her Certified Academic Clinical Nurse Educator (CNEcl). This indicates Mrs. Davis demonstrates excellence in teaching clinical for nursing students.

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Vice President of Academic Affairs

Physical Therapist Assistant

1. PTA students continue to make us proud in the clinical setting! Sadie Brown is completing a clinical at Plaza West with Matt Salerno as her clinical instructor. Mr. Salerno said that he loves taking KCKCC students because they are more clinically prepared compared to other programs (they take several Washburn students). He said that he and another PTA have considered taking only KCKCC students for that very reason and will continue to take our students for as long as he works there. Mr. Salerno also said that Sadie is probably the best student he has had, and had nothing but great things to say about her.
2. After a national search, Dr. Deanne Yates has been selected to participate in the American Council of Academic Physical Therapy (ACAPT) Physical Therapist Assistant education engagement task force.
3. Applicant numbers appear to be rebounding for fall. At this point, we have twice the number of applicants as we did for fall 2022 and will continue taking them until April 15, 2023.

Respiratory Therapy

1. The program's reaccreditation site visit is scheduled for April 20-21, 2023. The team has been working diligently to ensure all evidence is prepared and the visit goes smoothly.

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

Biomanufacturing is being offered completely on campus starting in Spring of 2023. Dr. Ishfaq Ahmed, SBI-BioMADE fellow, received and installed Cell Growth Quantifier (CGQ) and Liquid Injection System (LIS).

The LAA (Law Administrative Assistant) program was approved for federal financial aid funding.

Allen Lenoir and Lakshmy Sivaratnam represented the Business Department at the Upward Bound night on February 10. Students and their parents from area high schools attended this program, and thanks to our representatives, were able to learn about various Business pathways offered here at KCKCC.

KCKCC was awarded a grant in the amount of \$745,635 from the National Science Foundation for the project: *“Building Biologists Using Assets for Scholar Success”*, DUE: 2221298. This grant will be used for scholarships for students majoring in Biology. Great job grant writers!

Total Intended Award Amount:	\$745,635.00
Total Awarded Amount to Date:	\$745,635.00
Funds Obligated to Date:	FY 2023 = \$745,635.00

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Chad Marmon and the VITA program will be helping community members complete their taxes. They will be available on Wednesdays from 5:00-8:00 p.m. and Saturdays from both 9:00a.m. – 12:00p.m. and from 1:00-4:00p.m. Anyone wanting to use this service should schedule an appointment by dialing 211 for the United Way.

Astronomy instructor, Terry Hutter, spent time in Namibia, Africa in the Sossusvlei Desert within the Nakluft Rand area of south central Namibia of the “Great Sand Sea”. This is an UNESCO “Dark-Sky” Heritage Site, one of only two on Earth. The other “Dark-Sky” site is in Atacama, Chile. He will be there until mid-March gathering data for his online Astronomy classes (NASC-0107 and NASC-0108).

Dr. Gena Ross’ students, along with many others campus wide, cheered the Chiefs on to victory in Superbowl LVII. Students, faculty and staff enjoyed a “red snow day” to participate with the city in victory celebrations.



The MSBT holiday food drive collected 246 canned goods and other non-perishables for Blue’s Pantry. We will continue to collect throughout the year as well.

Congratulations to Dr. Gena Ross for adding Author to her list of accomplishments. Dr. Ross’ book *Life Shift: Navigating Transitions with Determination and Drive* can be found at <https://a.co/d/aWsQgd7>

Students were entered into a drawing for enrolling early into any MSBT course. Prizes were gift certificates to the on-campus deli, as well as the bookstore. Congratulations students!



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Dr. Ishfaq Ahmed and the Bio-manufacturing Program hosted the Bioscience Core Skill Institute (BCSI) Showcase on March 3rd. Industry partners came to learn more about the micro-credentials that BCSI offers. A student in the program, Quendrix Martinez, agreed to be evaluated for micro-credentials as part of the showcase.



Dr. Kremer, Rich Piper, Chuck Saunders, and Associate Dean Ashley Irvin met Jack Harwell to tour the Automation Engineering and Electronics Engineering Technology labs, and to discuss the role of KCKCC in providing training in support of Panasonic's battery plant for the region, 3/3/2023.

Dr. Kremer participated in a Semi-Conductor working group hosted by the Micro Nano Technology Education Center (MNT-EC) at Pasadena City College on March 3rd. This group will be meeting monthly regarding opportunities involving the Creating Helpful Incentives to Produce Semiconductors (CHIPS) and Science Act.

KCKCC hosted the Saturday Academy Parent Breakfast on March 4. Parents received a small taste of the engaging activities their students participate in each Academy Session.



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The Bio-manufacturing program has their first Eukaryotic Cell Cultures.



The MSBT division held fire extinguisher training for faculty with the KCKCC Fire Science Program.



Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

1. Dr. Andres Cantillo, professor of Economics, recently received entrance into the Dictionary of Ecological Economics. Ecological economics acts as a bridge between economics and other social sciences such as anthropology, history, and psychology. The Dictionary is described as “Assembling contributions from distinguished scholars, it provides an intellectual map to this evolving subject ranging from the practical to the philosophical.” Professors from acclaimed academic institutions around the world are included in this dictionary.
2. Psychology professor Victor Ammons is taking a group of 10 students from the Psychology Club-Psi Beta to the 2023 Southwest Psychology Association Convention in

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Frisco, Texas from March 30 to April 2. The conference brings together students and professors from 15 Western and Southwestern States and beyond.

3. The Second Student Research Symposium in the Psychological Sciences Annual Psychology will be held on April 4 from 10:30 a.m. until 3:00 p.m. at the KCKCC Technical Education Center. Presentations will be made by students and professors from local institutions of higher learning. The keynote speaker is the Distinguished Curator's Professor Dr. Laura King from the University of Missouri at Columbia.
4. Professor of Psychology, Dr. Jelena Ozegovic is the recipient of the 2023 NISOD Excellence Award.
5. Professor Suzie Tousey, Coordinator of the Criminal Justice Program assisted members of local Boys Scouts troops earn their Merit Badge to become Eagle Scouts. The event, the Merit Badge College, drew Scouts from the KC Metro and surrounding areas. This was the first time this annual event has been held on campus since Covid. There were approximately 300 Scouts and 40 Troop Leaders in attendance.

Working with groups of 20, Professor Tousey spoke to the Scouts about crime prevention (safety at home, school and when traveling). She instructed the Scouts on what constitutes a crime and why it is important for societies to have laws. In addition to crime prevention, she briefly discussed the history of fingerprinting, the different types of prints, and the criminal and civil aspects of fingerprint identification. Each Scout completed a fingerprint card and learned how to roll fingerprints.

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**March 2023 Student Affairs and Enrollment Management 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

- The **2023 KCKCC Career and Transfer Fairs** are being combined into one fair on April 12, 2023, from 10:00 am – 1:00 pm in the KCKCC Fieldhouse. As of the reporting time, **152 businesses and colleges** have signed up for the fair. The Career Services office is also planning workshops for students to prepare students for the event.
- The **Director of Athletics** national search has concluded with a candidate accepting the position. More information will be announced in the next couple of weeks.
- For February, the **Office of Admissions** [processed 297 more applications compared to February 2022 \(a 69.1% increase\)](#). The [average daily backlog of applications for February was 75.5](#), the lowest recorded monthly average backlog since backlog data tracking started in May 2022. At the time of this report, KCKCC has [146 more processed Fall 2023 applications for admissions \(11.0% increase\)](#) compared to the same period for Fall 2022.
- The **Office of Student Financial Aid** has secured an agreement to have the National Association of Student Financial Aid Administrators conduct a [Standard of Excellence Peer Review Program](#). The program scheduled in September will review all aspects of KCKCC's delivery of student financial aid designed to highlight strengths, identify compliance exceptions, and recommend improvements.
- The **Student Success Center** collaborated with **Institutional Image and Marketing** to send out a postcard to all current students encouraging them to enroll early for the summer and fall 2023 semesters starting April 1. The SSC is currently developing enrollment tracking, and academic advising volume reports to measure the effectiveness of the postcard and future student success messaging and services.
- The **Military and Veteran Center** recently hosted the Veterans Administration for a successful compliance audit review.
- Chris Meiers, Ph.D., was recently published in the [Journal of Research in Innovative Teaching and Learning](#) as part of a research team that examined the use of mindfulness and self-compassion interventions on stress regulation with graduate students.



**Virtual
Career Workshops**

Resume Workshop
Tuesday, March 28: Noon-1pm or 5-6pm
Wednesday, March 29: Noon-1pm or 5-6pm
 Scan QR Code or [Click Here](#) to Register

**Talking to Employers:
Career Fair & Interview Prep**
Tuesday, April 4: Noon-1pm or 5-6pm
Wednesday, April 5: Noon-1pm or 5-6pm
 Scan QR Code or [Click Here](#) to Register

 Career Services
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Spring 2023 Enrollment Report

KCKCC Unduplicated Headcount by Location										
CAMPUS at A Location & DUP Across Locations)	(UNDUP	03.16.2020	03.15.2021	03.14.2022	03.13.2023	20-23	20-23	22-23	22-23	Spring
		Spring 2020	Spring 2021	Spring 2022	Spring 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN		8	-	-	-	-8	-100.00%	0	-	-
BL		-	57	12	86	86	-	74	616.67%	1.97%
DNTWN		15	-	3	-	-15	-100.00%	-3	-100.00%	0.00%
FRSC		20	29	18	9	-11	-55.00%	-9	-50.00%	0.21%
HS		962	807	815	775	-107	-19.44%	-40	-4.91%	17.72%
LCF		-	-	20	19	19	-	-1	-5.00%	0.43%
MC		2,365	1,253	1,465	1,607	-758	-32.05%	142	9.69%	36.74%
OC		294	271	395	253	-41	-13.95%	-142	-35.95%	5.78%
OL		1,792	2,100	1,979	1,996	204	11.38%	17	0.86%	45.63%
PION		253	174	164	168	-85	-33.60%	4	2.44%	3.84%
TEC		760	640	665	597	-163	-21.45%	-68	-10.23%	13.65%
USDB		54	32	55	99	45	83.33%	44	80.00%	2.26%
VIRT		-	726	334	164	164	-	-170	-50.90%	3.75%
Total UNDUP Headcount		5,122	4,360	4,430	4,374	-748	-14.60%	-56	-1.26%	
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	810	577	647	669	-141	-17.41%	22	3.40%	15.29%	
Returning	4,312	3,783	3,783	3,705	-607	-14.08%	-79	-2.05%	84.71%	
Gender	Spring 20	Spring 21	Spring 22	Spring 23	20-23 #	20-23 %	22-23 #	22-23 %	Sp 2023 %	
Unknown	2	2	12	32	30	1500.00%	20	166.67%	19.51%	
Female	3,060	2,690	2,589	2,568	-492	-16.08%	-21	-0.81%	58.71%	
Male	2,060	1,668	1,829	1,774	-286	-13.88%	-55	-3.01%	40.56%	
Race / Ethnicity	Spring 20	Spring 21	Spring 22	Spring 23	20-23 #	20-23 %	22-23 #	22-23 %	Sp 2023 %	
American Alaska Native	33	23	18	20	-13	-39.39%	2	11.11%	0.46%	
Asian	234	186	194	183	-51	-21.79%	-11	-5.67%	4.18%	
Black or African American	929	796	814	762	-167	-17.98%	-52	-6.39%	17.42%	
Hawaiian Pacific Islander	13	10	8	7	-6	-46.15%	-1	-12.50%	0.16%	
Hispanic	1,133	965	996	1,188	55	4.85%	192	19.28%	27.16%	
Multi-racial	239	265	250	238	-1	-0.42%	-12	-4.80%	5.44%	
Unknown	223	181	167	149	-74	-33.18%	-18	-10.78%	3.41%	
White	2,091	1,764	1,810	1,759	-332	-15.88%	-51	-2.82%	40.21%	
Non Resident	227	170	173	68	-159	-70.04%	-105	-60.69%	1.55%	
KCKCC Credit Hours by Location										
CAMPUS	03.16.2020	03.15.2021	03.14.2022	03.13.2023	20-23	20-23	22-23	22-23	Spring	
	Spring 2020	Spring 2021	Spring 2022	Spring 2023	Diff - #	Diff - %	Diff - #	Diff - %	2023	
									%	
AMZN	24	-	-	-	-24	-100.00%	-	-	-	
BL	-	234	36	321	321	-	285	791.67%	0.84%	
DWNTN	42	-	9	-	-42	-100.00%	-9	-100.00%	0.00%	
FRSC	191	256	177	87	-104	-54.45%	-90	-50.85%	0.23%	
HS	5,075	4,344	4,362	4,162	-913	-17.99%	-200	-4.59%	10.87%	
LCF	-	-	200	183	183	-	-17	-8.50%	0.48%	
MC	17,314	7,650	9,872	10,775	-6,539	-37.77%	903	9.15%	28.15%	
OC	1,714	1,236	1,596	786	-928	-54.14%	-810	-50.75%	2.05%	
OL	10,538	13,716	12,584	12,656	2,118	20.10%	72	0.57%	33.06%	
PION	1,976	1,436	1,301	1,361	-615	-31.12%	60	4.61%	3.56%	
TEC	8,982	7,324	7,881	6,977	-2,005	-22.32%	-904	-11.47%	18.22%	
USDB	415	174	297	347	-68	-16.39%	50	16.84%	0.91%	
VIRT	-	2,578	1,042	628	628	-	-414	-39.73%	1.64%	
Total	46,271	38,948	39,357	38,283	-7,988	-17.28%	-1,074	-2.73%		

Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Student Services

Selected Activities, Programs, and Updates

- The Dean of Student Services and Basic Needs Coordinator toured KU Medical Center's food pantry. Their Director of Student Life shared strategies that have proven effective in providing essential needs. KCKCC's food pantry will implement several shared strategies.

Student Accessibility and Support Services

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- SASS Faculty presented a test-taking workshop to EMT students on February 2, 2023.
- SASS faculty presented information regarding TEC programs to students from the following high school:
 - Lansing High School – 48 students
 - Turner High School – 33 students
 - Basehor-Linwood High School – 60 students
- SASS faculty met with a disability services staff member from Mid-America Nazarene University. Discussions centered around processes, documentation, and policies. She also had questions about accommodating a blind student.
- SASS staff, faculty, and a student worker participated in the Pioneer Career Center's cooking class on making soups. Chef Kelly is appreciated for providing this opportunity.



Upcoming Activities and Programs

- On March 6, SASS faculty will give a tour and talk about possible accommodations for a potential Kansas State School for the Blind (KSSB) student wanting to attend TEC as a high school student in the Fall 2023 semester.

Student Health Services

Submitted by Angie Williams RN

Selected Activities, Programs, and Updates

- The Student Health Center had 40 visits in January. The visits included blood pressure checks, first aid administration, over-the-counter medication requests, and other miscellaneous issues.

- Provided 47 TB screening services, including administering injections, reading results, and obtaining TB questionnaires.
- Covid Contact Tracing: eight students reported positive test results in February. We had one student notify the office with close contact.
- We now have home covid tests, and we have passed out several in February with instructions to call us if they come back positive, and any that were positive are included in the numbers.

Student Basic Needs

Submitted by Fyn Morigan, Student Basic Needs Coordinator

Selected Activities, Programs, and Updates

- Blue Devils' Cupboard served 167 households in February, decreasing food insecurity for our campus community by providing food and other essential needs items to 598 individuals.
- Staff hosted a partnership meeting in the Student Basic Needs Center with the dietician and outreach team at Harvesters. As a result of the meeting, the Harvesters' team is working with staff to obtain multi-lingual signage for the space.
- A laminated flyer was created so that students can use their phones to scan a QR code that takes them directly to the Student Basic Needs Intake Form.
- Staff worked with IT and Dr. Derritt on a new email address and inbox for the Student Basic Needs Center. studentbasicneeds@kckcc.edu
- Blue Devils' Cupboard partnered with student activities and the art gallery this month and provided food for students on campus, including the popular grocery bingo hosted by Student Activities.

Office of Admissions

Submitted by Teresa Hill, Director of Admissions and Recruitment

Selected Activities, Programs, and Updates

- The Office of Admissions and Recruitment participated in the 20/20 Leadership Trade, Resource, and College Fair at the Urban Youth Academy on Thursday, March 2, 2023. Over 250 area high school sophomores, juniors, and seniors attended the event.
- The office of Admissions and Recruitment has hired three recruiters: Ms. Karina Martinez, Ms. Carrie Fisher, and Mr. John Pruitt.



- The office of Admissions and Recruitment has hired Naqari Harris as the High School Support Specialist II.
- The office of Admissions and Recruitment processed 726 applications in February 2023.



Upcoming Activities and Programs

- March 7: The Office of Admissions and Recruitment will host West Middle School AVID Scholars on campus.
- March 9: The Office of Admissions and Recruitment will host 100 high school scholars on campus in collaboration with the Hispanic Development Fund.
- March 23: The Office of Admissions and Recruitment will host KCKPS 3rd-grade early scholars on campus.
- March 24: The Office of Admissions and Recruitment will participate in the Raytown Quality Schools College and Career Fair.

Department of Athletics

Submitted by Mary Bruno-Ballou and Shawn Uhlenhake, interim co-Athletic Directors

Selected Activities, Programs, and Updates

- **KCKCC Men's Basketball Coach named HoopDirt JUCO Coach of the Week-February 6th, 2023**
KCKCC men's basketball coach Brandon Burgette has been selected as the HoopDirt.com JUCO Coach of the Week for week 13. Coach Burgette said it was "blessed to be acknowledged. All the praise goes to our guys and my assistant Brandon (Gossett) and their hard work. This isn't possible without what they do day in and day out. They work their tails off every week, and it's been showing on the floor. Every night we have multiple guys step up and lead us, so it's been great."
- **KCKCC Men's Basketball Player named KJCCC Player of the Week-February 7th, 2023**
Jalen Broyles averaged 19.5 points in two games for the Blue Devils, including an upset over No. 19 Allen County. He also averaged 8.0 rebounds and shot 59.2 percent from the field. Broyles is second on the team with 14.2 points per game.
- **KCKCC Women's Basketball Player named KJCCC Player of the Week-February 7th, 2023**
Jada Johnson averaged 13.5 points per game in two conference wins last week for the Blue Devils. She also went a perfect 8-for-8 from the free throw line and shot 56.2 percent from the field. Johnson leads the team with 14.3 points per game.
- **KCKCC Men's Basketball Player named KJCCC Player of the Week-February 28th, 2023**
Joshua Dames had his best performance of the season this week. In the win against Neosho Community College, he scored a career-high 34 points and went 11-for-11 from the free throw line. Between the two games, he added two double-doubles and shot 50.0 percent from the field while posting an 88.9 percent from the free throw line.

- **KCKCC Baseball Player named KJCCC East Player of the Week-February 21st, 2023**
KCKCC freshman catcher Brady Patterson had a monster week, helping the Blue Devils to a 6-0 start to the 2023 season. Patterson batted .455 and hit five home runs in three of the five games. He also knocked in 16 runs and scored 10. Patterson's five home runs are currently ranked seventh in the nation.

Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

- **The Social Dilemma**, a documentary film about the effects of social media on individuals and society, was presented on February 23 with a follow-up discussion facilitated by Bryan Whitehead, JD, Professor of Honors Education and Coordinator of Journalism. More than 40 students participated in this event.
- **Scholarships** – We are processing applications for the AAUW Women's Reentry scholarship this month and assisting students with access to the KCK Women's Chamber of Commerce scholarship.
- **Counseling Services** - 34 students received counseling in the center in February, with Licensed Professional Counselors carrying an average caseload of 13. The total number of direct counseling hours provided to students in February was 62. Additionally, counselors provided 54 consultation sessions to KCKCC employees and community members.

Military and Veteran Center

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

- On February 8, the Veterans Center hosted a Chiefs Tailgate in the Military and Veterans Center.
- On February 17, the Student Veterans Organization (SVO) hosted a bowling event for Military Affiliated Students and their families.
- February 26 – March 2, the Military and Veteran Center Director, Wade Able, attended a Mid-Year planning conference for the National Association of Veterans' Program Administrators. The goals of the planning session were to prepare for the upcoming conference in October and to meet with Senators and Representatives from the states we represent. Wade had the opportunity to meet with Senator Morran and Representative Davides to discuss what the effects of recent laws passed will potentially have on the Military



affiliated student population using VA Educational Benefits, specifically the changes to the 85/15 rules.

- On February 22, The Military and Veterans Center hosted a "Taste a Meals Ready to Eat (MRE)" event that allowed students/faculty/staff to sample an Army MRE. The event was supported by local Army/Navy/Air Force recruiters.



Upcoming Activities and Programs:

- On March 7, Veteran Affairs (VA) representatives will conduct an annual Compliance Survey.
- On March 24, 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 benefit new, existing, and future Admissions staff. There are several different types of applicants, which result in further 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: Information gathering of standard application processing steps.
- Student Basic Needs Intake Form – This form will allow students who require assistance from this department to submit their information before the initial meeting with the coordinator. The goal is to create a QR code and link to the form to help spread awareness of the program and ensure the coordinator can provide opportunities for the specific situation without needing physical presence.
 - Current progress: Finalize form questions, then focus on effective form sharing.
- Monitor Implementation – This application will provide Real-Time Course Registration Data for use within several departments throughout the College, including, but not limited to, Academic Affairs, Institutional Effectiveness, and Events Scheduling. This application will allow new course sections to be created if classes fill up quickly or provide an opportunity to promote programs with low enrollment.
 - Current progress: On-Site training scheduled.

Upward Bound Student Access to Badges – To improve the recognition of students within the Upward Bound program, we are looking to provide them with a KCKCC Student ID badge. The current process for obtaining a Student ID badge has some restrictions that Upward Bound students may not fall under. Therefore, a method for these students needs to be implemented. Access to a KCKCC student ID badge would signify further acceptance

into the college community and allow them to be recognized by college police and employees.

- Current progress: Information gathering about the ID process.

Pioneer Career Center

Submitted by Marcia Irvine, Director

Selected Activities, Programs, and Updates

- Lansing High school brought about 60 sophomores and juniors to tour the building, spend some time in the program of their choice for hands-on activities, and receive an overview of the college possibilities.
- All five members of the PCC staff are members of the Family Fund and attended the luncheon and took part in the photo.
- Emalee Litewski, KCKCC PCC Student Worker, created a "sweet" treat for faculty and staff for Valentine's Day.
- **United States Disciplinary Barracks (USDB) and Joint Regional Correctional Facility (JRCF)**
 - A KCKCC student in Paige Darby's Calculus 1 class at the United States Disciplinary Barracks has been published in 3 magazines. He is a Spring 2022 graduate with a 4.0 GPA. He is expecting to be released this summer:
 - The Prison Mathematics Project (page 7).
<https://www.prisonmathproject.org/wp-content/uploads/2021/12/PRINT-READY-PMP-newsletter-template-TAPAS-4.pdf>
 - He has also provided some Math FAST classes and additional assistance to other inmates to prepare them to take our math classes in College Algebra and Statistics. This article talks about that
<https://www.prisonmathproject.org/wp-content/uploads/2022/11/PMP5-Final-Print-Quality-w-Margins.pdf> .
 - He has also been published in MAA FOCUS, the Newsmagazine of the Mathematical Association of America, in their December 22/January 23 edition, his article begins on page 24.
<http://digitaleditions.walsworthprintgroup.com/publication/?m=7656&i=769986&p=24&ver=html5>
 - 100 Scholarship application have been collected from the combined prisons.
 - A mid-term class will start at each of the two facilities.



Community Involvement

- February 7: A fund raiser for the Leavenworth County United Way was held with a walking Taco sale. \$68.00 was raised.
- The Organization of International Spouses and Sponsors (OISS) held a line dancing class for spouses of the International Officers attending the Command and General Staff College.
- February 21- Chef Kelly Jenkins, KCKCC Culinary Instructor, taught a "Let's Make Soup" class, 24 in attendance, at the Pioneer Career Center. Everyone learned how to make different varieties of soups and cheese biscuits and took samples of 6 soups home with them.
- Construction students have been working on a shed project for a community member. Students constructed the floor frame, framed walls, assembled the roof frame, and more. The students loaded the unassembled parts of the shed onto a trailer to deliver to the customer and assembled the shed on-site.



Upcoming Programs and Activities

- Building a Financial Toolbox, presented by Catholic Charities, Tuesday evenings Feb 21 and 28 and March 7 and 14.
- Upcoming Community Ed Culinary Arts Class – Thursday March 23rd, "Instant Pot 101", Thursday April 20th, "TikTok Cooking Trends"

Registration and Records

Submitted by Theresa Holliday, Registrar

Selected Activities, Programs, and Updates

- Ashley Kotik started in the Registrar's Office as the Graduation Specialist.
- **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 **58** 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, **87** schedule adjustments were made in the Registrar's Office with the Dean's approval to operate outside the academic calendar limitations, and we processed **26** 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 **53** student record changes. We resolved **119** student record edit requests from Institutional Effectiveness and **5** 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 **71** 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 **25** 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 **113** student withdrawals and **45** instructor-initiated withdrawal. **3** 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. **283** students were purged as no-shows from one or more courses this month. Note: these students were submitted with their final grades, as they never attended the class. And **21** students were reinstated this month.
- **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.
 - Thanks to a generous donation from the Kohen Foundation, **100** graduates from May of 2022, July of 2022 and December of 2022 had their remaining balances forgiven and their diplomas were able to be ordered for them.
 - **9** - program deviations, substitutions or life experience credit was applied to student records.
 - **14** back dated graduates were processed this month
 - 1- December of 2020
 - 1- December of 2021
 - 10 -December of 2022
 - 2 -May of 2022
- **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.

- **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. **180** transcripts were checked in this month.
 - 40 were received from Parchment, our transcript service provider; 56 were obtained from the National Student Clearinghouse; and 82 were received via fax, email, mail, or hand-delivered.
 - In February of 2022, 171 transcripts were received compared to this Year for an increase of 4.1%.

College					High School					
New App	Transfer*	Non-degree	Orphan	Other	New App	TRAN	CONGR	Orphan	Other	
67	20	17	7	14	35	4	5	2	7	178
37.64%	11.24%	9.55%	3.93%	7.87%	19.66%	2.25%	2.81%	1.12%	3.93%	100.00%
* Includes 14 reverse transfer										

- **Outgoing transcripts:** Our partnership with Parchment continues to ease the burden of manually processing student transcript requests considerably. Student Self-Service also allows students to easily access their transcript on the student portal. Our office still serves those with technological limitations or whose records are on microfilm and are not eligible for electronic processing. **434** transcripts were produced this month.
 - 44 transcripts were produced in-house: 39 official transcripts using Ellucian records, and 2 officials using the microfilm records on Perceptive Content, and 11 unofficial.
 - 390 total transcripts were sent via Parchment; 378 were electronic through Parchment; 12 were paper transcripts mailed by Parchment
 - In February of 2022, 403 transcripts were sent when compared to this Year resulting in a decrease of 3.2%

Outbound Official KCKCC Transcripts Sent via Parchment February 2023			
Outbound Transcript Reasons		Top Receivers of KCKCC Transcripts	
College Admissions/Transfer	310	KU/KU Med or Nursing	23
Self	29	Common Application Services (NursingCAS, AMCAS, etc.)	13
Employment	27	University of Missouri - KC	10
Certification/Licensure	14	Western Governors University	8
Other	7	Rasmussen University	7
Scholarship	3	MCC-Kansas City	6
		Kansas State University	6
		JCCC	6

Student Activities

Submitted by Andrica Wilcoxon, Director

Selected Activities, Programs, and Updates

- During the first two days of classes, Student Activities hosted a Welcome Back school supply event. Student Activities hosted the traditional Club Hub Showcase. We place club information tables for all our clubs in the Lower Jewell hallway. This allows students to see pictures, read about the clubs, and meet club members/advisors. Students interested in joining the club sign up and the advisor will contact them to inform them about the next meetings, activities, or events.
- Student Activities partnered with the KCKCC Food pantry to host a Mardi Gras Grocery Bingo at the Main Campus. We had over 100 students participate in the event. This was a 50% increase from the past grocery bingos.
- Student Activities partnered with the Student Organization of Latinx (SOL), OQS Diversity Club, and Art Club to host various ways to celebrate Valentine's Day. SOL hosted a Hispanic poetry reading panel and provided churros and hot chocolate for the attendees. OQS hosted their Crush for their Crush fundraiser. Art Club hosted an art sale, and Student Activities hosted Valentine's Grams stations for students to give to their special person(s).
- Student Activities hosted the Valentine's Gram event at the PCC and gave out red KCKCC hats to approximately 50 students.
- FBOE hosted two black history discussions. The topics included: Has Hip Hop's Influence Been Good for Society and Wilson's Pizza Hometown Legacy. Each meeting had approximately 30 students in attendance.
- Student Activities partnered with the Art Gallery, History department, student housing, and the library to host a black history movie event. The students watched "Good Hair" and discussed with a KCKCC history adjunct professor in the student housing game room.



Upcoming Activities and Programs

- March 1 – 31 Mid Semester Faculty/Staff Appreciation Award nominations from students.
- March 8 – hosting a Getting Hired panel discussion: Discussing the new MO marijuana law and its effects on KS.
- March 8 - Hosting a workshop called Budgeting: Where do I start?

Student Financial Aid

Submitted by Tammy Reece, Director of Student Financial Aid

Financial Aid Applications Received as of March 1, 2023

Academic Year	Total Number of Records	Records Received in February
2022-2023	8026	173
2021-2022	8232	139
2020-2021	9123	189

Financial Aid Disbursed to Student Accounts

	FALL	SPRING	SUMMER	TOTAL
2022-2023	\$4,944,226	\$3,439,662		\$8,383,888
2021-2022	\$4,969,637	\$4,363,823	\$707,396	\$10,040,856
2020-2021	\$4,873,099	\$4,387,783	\$673,535	\$9,934,417

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

Award Activity for 2022-2023

Semester	Number of Awards to Students	Unduplicated Number of Students Enrolled and Awarded Financial Aid
Fall 2022	4189	2931
Spring 2023	4444	3038

Selected Activities, Programs, and Updates

- Student Loan Update
 - On February 27, 2023, the U.S. Department of Education distributed the FY 2020 draft cohort default rate (CDR) notification packages to higher education institutions nationwide. Kansas City Kansas Community College default rate is 0.0% due to the emergency pandemic protections in place for the student loan program. With payments for borrowers set to resume soon, the default rate on federal student loans will most likely increase.
 - On February 28, 2023, the U.S. Supreme Court began hearing arguments on two Student Loan forgiveness challenges, both cases will be heard together. Loan forgiveness remains blocked, and the student loan repayment pause has been extended. Once the U.S. Supreme Court has resolved the two cases, the timeline for the return to repayment and loan forgiveness will be decided.

Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

- We are conducting interviews for the RA position for the 2023-2024 Academic Year and anticipate offering positions to 7 students in mid-March.
- The 2023 Summer and 2023-2024 Academic Year contracts went live on March 1. Returning residents that sign a contract by March 31 will choose their room/roommates in early April. New residents signing their contract by April 14 can select their room/roommates afterward. Student-athletes whose rooms/roommates are assigned by their coaches have a priority deadline of June 15 to complete their contract.

Upcoming Activities and Programs

- Nicole will attend the annual meeting with other Kansas Community College Housing Directors in mid-March at Cloud CC.

Student Success and Retention

Submitted by Brady Beckman, Director of Student Success and Retention

Selected Activities, Programs, and Updates

- We recently welcomed Robert Pagenkopf to our office. Robert will serve as one of our two administrative assistants.
- The SSC is looking forward to adding new members to our team in the coming weeks/months, including a retention and career advisor, student success advisor, and assistant director.
- Partnered with KC Scholars to offer drop-in office hours as well as free lunch for our current KC Scholars.
- Hosted UMKC Transfer advisors to discuss transfer pathways and opportunities.
- Student Success Advisors were disbursed amongst our Academic Divisions to establish collaborative relationships, serve as primary points of contact/liaisons, and attend monthly division meetings.

Upcoming Activities and Programs

- This Spring 2023 Semester, we will combine our transfer and career fairs, and the event will be held in the fieldhouse. The 2023 Spring KCKCC Career and Transfer Fair will be held on Wednesday, April 12 from 10 am-1 pm.
- February 23- Transfer Club visit to KU Edwards (facilitated by Chris Munoz, Student Success Advisor)
- March 28 & 29: Career Services Resume Workshops

- April 4th & 5th: Career Services "Talking to Employers: Career Fair and Interview Prep" Workshops

Upward Bound Academy

Submitted by **Veronica Knight, Director**

Selected Activities, Programs, and Updates

- Upward Bound partnered with KCKCC Basic Needs Services and the Student Activities Department to host an inaugural College and Community Resource Fair for prospective Upward Bound students on February 10 in Upper Jewel. The event was attended by more than 40 colleges, community organizations, KCKCC departments, and student organizations. High school students and their families from Washington and F. L. Schlagle attended and learned more about Upward Bound and its benefits.



Upcoming Activities and Programs

- Upward Bound Academy students will attend the 6th Annual Chicago Black College Expo at Chicago State University. Staff and participants will leave on Friday, March 31, and return Sunday, April 2. While in Chicago, they will visit area colleges to learn more about the college experience. The itinerary includes a visit to the Navy pier and an opportunity to explore the rich history of Chicago.
- Interviews are scheduled for Upward Bound tutors and instructors after spring break.
- Planning for the Upward Bound Academy Summer Component is underway. Students will take classes in math, science, English, foreign language, speech, and life skills --such as critical thinking and self-awareness. June 5 – July 15.





Marketing Division

Kris Green, Chief Marketing & Institutional Image Officer

General Marketing Summary

Kris Green, CMO, attended budget meetings with Extended Cabinet, participated in the Executive Vice-President search, and Board Community Engagement meeting.

Kris continued with the strategic planning process. She led the strategic plan steering committee meeting to prioritize initiatives. She also facilitated a work session with Cabinet to begin finalizing plan initiatives. One more session with Cabinet is planned later this month. A final draft should be ready for college review in April.

Kris worked with Purchasing to create a new request for proposal for a digital advertising service. Kris 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 2023. This is about \$90,000 in revenue this semester alone.

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

The team helped Foundation with Hall of Fame marketing and creating award recognition videos. Our team also completed a number of design, website and printing assignments over the past month.

Social media continues to perform well. February is a lower impact month for social media and website engagement as it is a lower enrollment-focused month.

Graphic Design

Rollie Skinner, Graphic Designer, was extremely busy designing ads, brochures, and flyers for many departments and divisions, in addition to campaigns kicked off for enrollment.

- Career and Transfer Fair Save the Date



- Billboard for 8-week classes



- 8-week Enrollment Poster



- KCK Visitor's Guide

Scenic walking trails


Art Gallery with rotating exhibits

Music, Theatre and Cultural Performances

Wyandotte History Mural

Rita Blitt Art Collection

MORE THAN JUST A COLLEGE.

 **Kansas City Kansas
Community College.**

KCKCC.EDU | 7250 State Avenue | Kansas City, Kansas 66112 | 913.334.1100

Centennial Hall postcard



A Home for Our Blue Devils

To Live

- ▶ More than 250 students can live in the brand-new, four-story student housing complex.
- ▶ Standard suites have four bedrooms, two bathrooms and shared living space, including a kitchenette with stove and refrigerator.

To Learn

- ▶ Unique space on each floor is designed for learning and community engagement.
- ▶ Every design component is built to inspire learning and belonging.

To Play

- ▶ E-gaming and large spaces allow students to play and build community.
- ▶ An outdoor amphitheater, grilling area and hammock grove can help students relax.

Check out the latest details on housing
www.kckcc.edu/housing




Print Shop

The Print Shop produced many materials during February, printing for the faculty's needs and completing many marketing pieces for different departments. All projects were completed within the given timelines, some early, to keep up with demand.

Social Media

Social media activity celebrated the Chiefs' accomplishment and the accomplishments of students, staff, and programs. Kelly Rogge's Facebook posts about Susan Anderson and 8-week class enrollment reached a remarkably high number of people.


Post details

**Kansas City Kansas Community College**
Published by Kelly Evenson Rogge [?] · ★ Favorites · February 13 · 🌐


Due to the Red Storm moving into Chiefs' Kingdom on Wednesday, all KCKCC locations will be closed Feb. 15! This will allow students, employees and community members to participate in community celebrations for our hometown Kansas City Chiefs' second Super Bowl win in three years!

All activities and day, evening and online classes are canceled. Please check with instructors or on Blackboard for information related to assignments that may be due.

For more information on the K... [See more](#)

**Kansas City Kansas Community College.**

LET'S CELEBRATE THOSE CHIEFS ON
RED SNOW DAY!
KCKCC will be closed on Feb. 15 to join in the celebrations.



Performance for your post

3,340 People Reached

127 Reactions, Comments & Shares ⓘ

74 Like	27 On Post	47 On Shares
27 Love	14 On Post	13 On Shares
7 Comments	0 On Post	7 On Shares
21 Shares	21 On Post	0 On Shares

78 Post Clicks

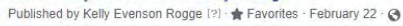
9 Photo views	5 Link clicks ⓘ	64 Other clicks ⓘ
-------------------------	---------------------------	-----------------------------

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

×



KCKCC.EDU

Boost again

Reported stats may be delayed from what appears on posts



Lansing High School sophomores and juniors toured KCKCC PCC this week. The high school students were able to visit our TEC programs, ask questions and spend some time in the classrooms participating in some hands-on activities.

Reported stats may be delayed from what appears on posts

Tweet activity



KCKCC @KansasCityKSCC
[#KCKCCProud](https://twitter.com/KCKbaseball/status/1625129978885992450)
<https://twitter.com/KCKbaseball/status/1625129978885992450>
 ...

Impressions	1,175
Total engagements	23
Likes	9
Profile clicks	7
Detail expands	5
Replies	2



kansascityksc
...

kansascityksc Chef Kelly, culinary instructor at the KCKCC Pioneer Career Center, taught a community continuing education class earlier this week called "Let's Make Soup!" Each team made a different soup to share and take home along with cheesy garlic biscuits. #KCKCCProud #kckcc #bluedevils #cooking #culinaryarts #delicious #soup #winter #communityclasses #proud #learningtocook

2w

[View insights](#)
[Boost post](#)

27 likes

FEBRUARY 22



kansascitykscc
...

kansascitykscc Congratulations to the KCKCC High School Culinary Team who brought home a Gold Medal and Best in Show from the JCCC High School Culinary Competition. Fourteen teams from Kansas and Missouri, and each team was responsible for preparing a three-course meal in 60 minutes. Congratulations Blue Devils!!
 #KCKCCProud #kckcc #bluedeils #culinaryarts #culinary #competition #delicious #greatjob #proud #communitycollege #culinary #cooking #kitchen

2w

angelmarquez816 🥳🥳🥳🥳🥳🥳🥳🥳🥳🥳🥳🥳
 1w Reply

[View insights](#)
[Boost post](#)

Liked by kckccfoundation and 40 others

FEBRUARY 23



kansascitykscc
...

kansascitykscc Congratulations to the @chiefs on the AFC Championship. Next stop, the Super Bowl!! #chiefskingdom #afcchampionship #superbowl #football #nfl #kckccproud #bluedeils #proud #congratulations

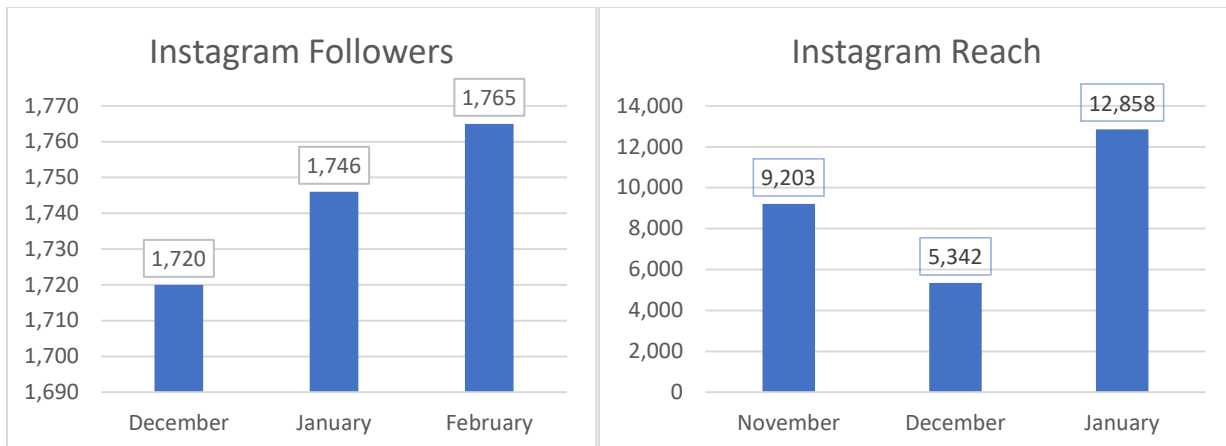
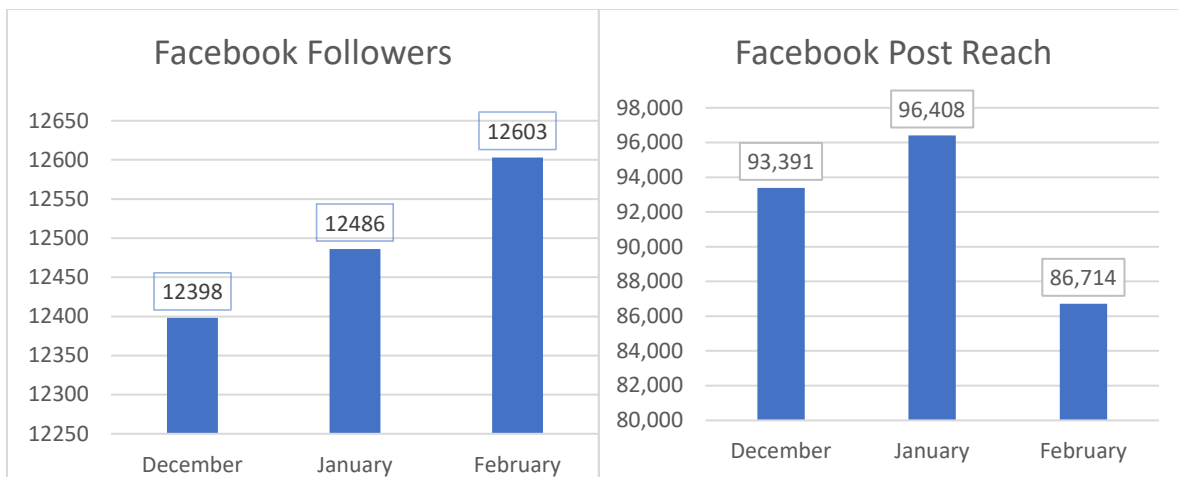
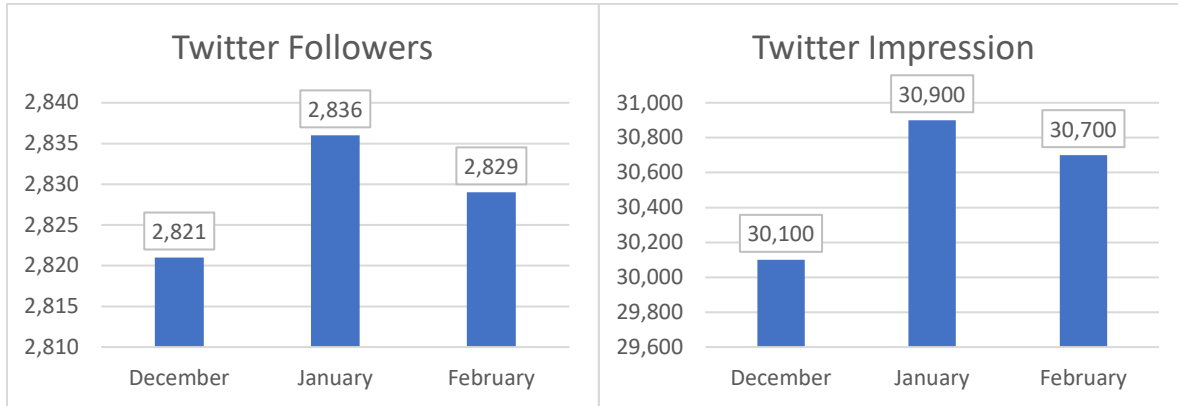
5w

[View insights](#)
[Boost post](#)

Liked by vfcvenom and 20 others

JANUARY 29

Social media data numbers fluctuated slightly. Facebook's reach had a noticeable decline due to boosting less posts. Instagram's reach had a noticeable increase.



Athletics

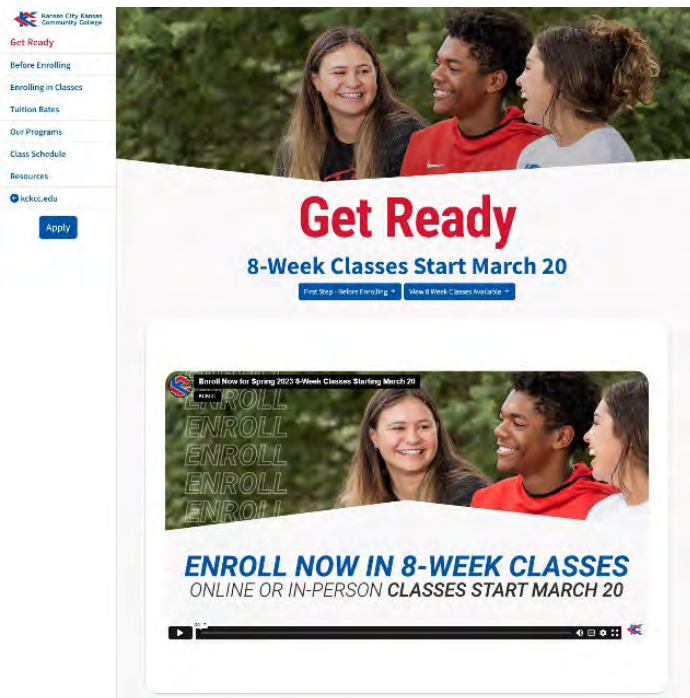
Tyler Scott covered multiple baseball, softball, and basketball games, including taking photos of all three sports. He worked evening and weekends to capture a busy sports schedule. Tyler also covered the men's basketball advancement in the conference tournament.

Web Administration

February was a busy month for Matthew Fowler, Web Administrator, working on a variety of projects. A few highlights are listed below.

Web

- Matt launched a redesigned 'Get Ready' landing page, www.kckcc.edu/getready. This update's two principal goals were:
 - o To create a modern web experience that engages current and prospective students.
 - o To provide college and enrollment information in a clean, organized, and easy-to-identify way.



Graphics

Matt created the Chief's Super Bowl Win and Red Snow Day social media post graphics and created digital versions of the "Enroll Now In 8 Week Courses" graphics for the website and social media.



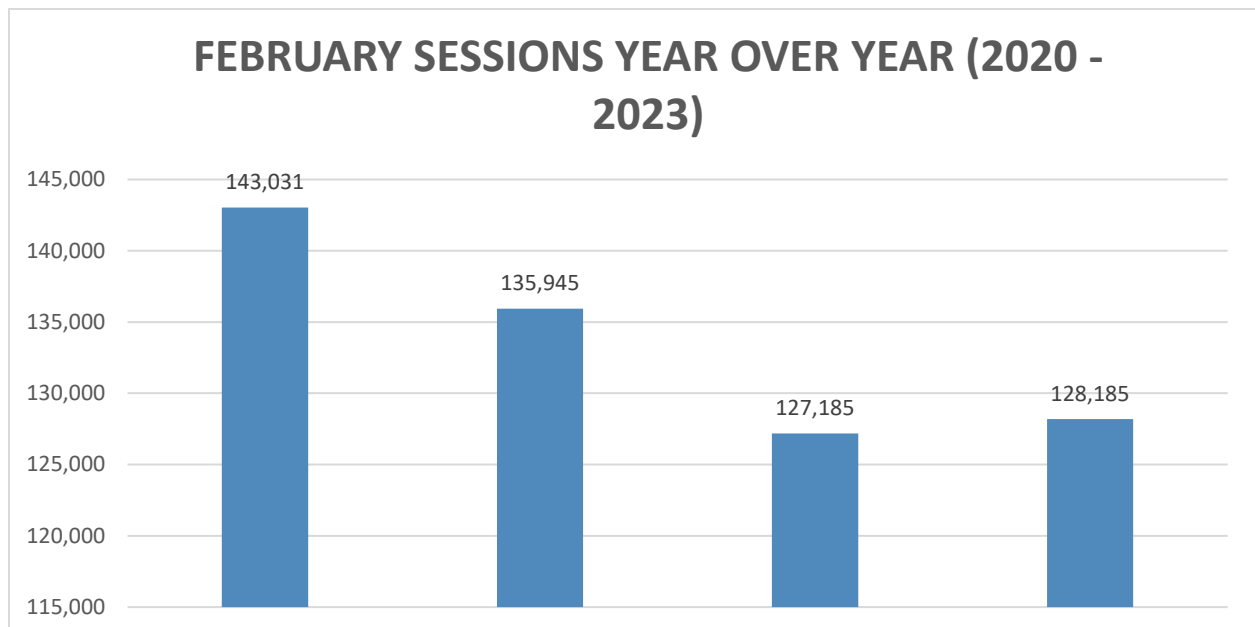
Photography

Matt and Rollie took photos of Pioneer Career Center's Culinary, Electrical Technology, HVAC, and Construction Technology programs.



General Website Information

Omar Brenes, Web Services, has now trained 78 faculty/staff members on how to use the KCKCC Website Editor. More training sessions will be available as they are needed.



Top Webpages for February 2023

Webpage	Pageviews
Degree / Certificate Webpage	8,148
Get Ready Page	3,675
Academic Calendar	2,475
Class Schedule	2,463
Steps to Enrollment	1,913

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

FINANCE - DR. SHELLEY KNEUVEAN, CFO

- Implementation of ACH payments is well underway and is being well received from vendors.



- Finance coordinated major bids for two pieces of highly specialized equipment for the Automated Engineering Technology program, funded by the federal earmark for the program. Bids are being evaluated.
- Finance coordinated the bids for the replacement of the turf at the baseball field. Bids are due 3/13/23 and will be evaluated.
- Over \$2.4 million was applied to student accounts this month for the spring semester.
- A new investment policy is circulating for input and consideration. A revised version should be presented to the Board policy committee this month reflecting the input from the Board finance committee and shared governance groups.
- Budget hearings were held with the extended cabinet as an opportunity for each area to share their requested operating budget for FY24 and for extended cabinet to ask questions.

Auxiliary

February 2023 sales at the Bookstore were \$57,099.56, up 32% compared to February 2022.

The Bookstore assisted 5,668 customers, up 32% over last February.

The bookstore team has been working with publishers and faculty to unveil the success of our Inclusive Access program with Willo Labs. The Business school is having great success and it is cutting costs significantly to our students. This is a program where books and course materials are included as a part of the course and paid as a part of a course fee. The students have the materials on the first day of class and it is a lower overall cost. Other programs are exploring this concept as well.

FACILITY SERVICES - CHRIS GARDNER, DIRECTOR

- Completed 3452B remodel, which included dividing one room into a classroom and future lab into two spaces, new ceiling grid and tiles installed, installed new drops for electrical outlets and upgraded electrical whips for LED installation, new HVAC ductwork, HVAC controls, test and balance, new sheetrock installation, wall repair, prime and paint walls, new carpet, and cove base installed. This work was all done in house by facilities maintenance.

The vacated classroom will become part of the Police Department space as a locker room for the sworn staff. This will be a significant improvement over the existing “locker room” which is inside an exterior shed. The new police space should be completed over the summer and the classroom will be in use after spring break.

BEFORE



AFTER



- Patch, paint walls and door frames for entire upper-level hallways and common area in CEB.
- New ad banners were installed in the field house.
- Asset tagged over 1,000 assets.
- Scheduled work for security project and board room remodel. Work underway over spring break.
- Scheduled work in Centennial Hall for week of Spring Break. This will include addressing some maintenance items (such as filter changes) and minor improvements on the peep holes and door stops. This work is being done over the break to minimize the impact on most students who will be away from campus.

- Re-graded and seeded dirt areas around main campus and haul new dirt to low areas before seeding.
- Removed curbs and installed ADA crosswalk mats at the overflow lot crosswalk to improve accessibility throughout the campus.

BEFORE



AFTER



CAMPUS POLICE - ROBERT PUTZKE, CHIEF

- Officer Taylor Kobe graduated from the Kansas Law Enforcement Training Center (state police academy) on February 3, 2023.
- Chief Robert Putzke performed CRASE (Civilian Response to Active Shooter Events) Training at main campus February 6 (six attendees).
- Sergeant Cameron Roland performed General Safety Awareness Training at main campus February 6 (four attendees).
- New officer Joshua Reynolds will go to the Kansas Law Enforcement Training Center (state police academy) on March 27 through June 30, 2023.
- Work to implement the safety plan is well underway, and anticipated to be completed by the end of this fiscal year.

Kansas City Kansas Community College
Monthly Financial Summary

February - YTD FY2023				
Summary: Net Position	Jan-23	Feb-23	Difference	Comments
Total Assets	\$ 152,370,155	\$ 147,369,620	\$ (5,000,535)	
Total Liabilities	\$ 43,513,233	\$ 42,980,381	\$ (532,852)	
Increase /(Decrease) in Net Position	\$ 108,856,922	\$ 104,389,239	\$ (4,467,683)	H1

Summary: Revenue and Expenses	23-Jan	23-Feb	Monthly Change	Comments
YTD Total Revenues	\$ 61,423,747	\$ 64,155,741	\$ 2,731,994	H2
YTD Operating Expenses	\$ 40,607,843	\$ 47,774,874	\$ 7,167,031	H3
Increase/(Decrease) in Net Revenue	\$ 20,815,904	\$ 16,380,867	\$ (4,435,037)	H4
Current Month - Burn Rate			\$ 7,167,031	FY Average budgeted monthly burn rate =\$6.86M

Highlights / Key Financial Initiatives	
H1	Net position reduced by \$4.5 million due to more expenses than revenue for the month. 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 February was \$2.7 million, of which \$2.46 million was related to receipt of financial aid. Due to dropped classes, tuition and fees was reduced by (\$25,069). Additional revenue was primarily from auxiliary was \$236,055.
H3	Additional expenses of \$2.45 was due to financial aid payments to students (nets with revenue noted in H2), which added to the normal operational budget spend rate. Not including financial aid, the spend rate for the college was \$4.7 million which is lower than the average monthly burn rate.
H4	Net revenue month to month decreased by \$4.4 million. This is slightly different than the change in net position. Net position includes encumbrances for expenses that may not have been paid. Net revenue only accounts for expenses that have been paid. Therefore there are slight differences based on payment date.

Risks / Issues	
R1	The college's enrollment continues to be a risk factor. The FY23 budget anticipated a 5% growth in enrollment. The fall semester ended with an increase in credit hours over the prior year of .7% and the spring term is approximately 2.9% down below last fiscal year in credit hours. We anticipate the impact on revenue will be a reduction of approximately \$600K in revenue which was included in the Mid Year Budget Adjustment. Very low unemployment rates also continue to affect enrollment, with is defined as a 3.6% unemployment rate. As of September, Wyandotte County's unemployment rate was 3.3% for December and the KC metro was at 2.5% as of November. Historically, these low unemployment rates tend to indicate that many students will be employed in the workforce, rather than enrolling in college.
R2	The increased number of retirements, resignations, and employment shuffling currently happening across the country will affect KCKCC as well. Wyandotte County has the 2nd highest weekly wage in the state of Kansas, behind Leavenworth County which is also our service area, 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 FEBRUARY 2023									
</									

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

Summary Statement of Revenue & Expenses

	FY2023 Actual	Annual Budget	FY2022 Actual	Annual Budget	FY2021 Actual	Annual Budget	FY2020 Actual	Annual Budget
Operating Revenues	\$ 20,678,059	\$ 24,861,785	\$ 26,936,562 ¹	\$ 34,420,330	\$ 22,610,296	\$ 26,816,600	\$ 21,294,203	\$ 27,315,064
Non-Operating Revenues, Net	43,477,682	64,014,032	38,634,181	57,762,262	36,721,142	57,320,243	36,340,718	57,959,925
Total Revenues	64,155,741	88,875,817	65,570,743	92,182,592	59,331,438	84,136,843	57,634,921	85,274,989
Operating Expenses	47,774,874	82,287,164	48,776,867 ²	85,687,565	46,452,485	79,144,659	47,557,288	80,812,679
Increase/(Decrease) in Net Revenue	\$ 16,380,867	\$ 6,588,653	\$ 16,793,876	\$ 6,495,027	\$ 12,878,953	\$ 4,992,184	\$ 10,077,633	\$ 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	\$ 70,825,552	\$ 64,330,551	\$ 70,440,047
Noncurrent Assets	76,544,068	69,440,491	71,934,845
Total Assets	\$ 147,369,620	\$ 133,771,042	\$ 142,374,892
Liabilities			
Current Liabilities	\$ 8,383,901	\$ 7,957,291	\$ 12,702,984
Noncurrent Liabilities	34,596,480	37,633,184	34,596,480
Total Liabilities	42,980,381	45,590,475	47,299,464
Net Position	104,389,239	88,180,567	95,075,428
Total Liabilities and Net Position	\$ 147,369,620	\$ 133,771,042	\$ 142,374,892

KANSAS CITY KANSAS COMMUNITY COLLEGE							
BANK BALANCES PER GENERAL LEDGER							
						YTD	PRIOR YEAR
FINANCIAL INSTITUTION		FUND NO.	FUND	CHECKING	INVESTMENTS	28-Feb-23	28-Feb-22
BROTHERHOOD BANK		25	FEDERAL PROGRAMS	\$ 551,823		\$ 551,823	\$ 507,035
BROTHERHOOD BANK		61	CAPITAL OUTLAY	\$ 3,760,697		\$ 3,760,697	\$ 4,028,535
BROTHERHOOD BANK CD	¹	61	Investment		\$ 3,185,415	\$ 3,185,415	\$ 3,183,827
BROTHERHOOD BANK		74	BOARD SCHOLARSHIP	\$ 364,842		\$ 364,842	\$ 281,048
LIBERTY BANK CD	²	n/a	Investment		\$ 509,976	\$ 509,976	\$ 508,271
COUNTRY CLUB BANK		13/14	ABE-CONT. EDUCATION	\$ 296,857		\$ 296,857	\$ 457,077
COUNTRY CLUB BANK		72	INCIDENTAL (AGENCY)	\$ 668,155		\$ 668,155	\$ 217,406
SECURITY BANK		11	GENERAL FUND	\$ 53,920,079		\$ 53,920,079	\$ 42,762,149
SECURITY BANK		15	TECHNICAL ED FUND	\$ 765,591		\$ 765,591	\$ 820,851
SECURITY BANK		16	STUDENT UNION	\$ 1,595,049		\$ 1,595,049	\$ 1,455,463
			(AUXILIARY SERVICES)				
SECURITY BANK		63	STUDENT HOUSING	\$ -		\$ -	\$ 8,482,823
			(CONSTRUCTION FUND)				
SECURITY BANK CD	³	n/a	Investment		\$ 3,500,000	\$ 3,500,000	\$ -
UMB BANK *		17	PAYROLL	\$ -		\$ -	\$ -
TOTAL				\$ 61,923,093	\$ 7,195,391	\$ 69,118,484	\$ 62,704,485
* 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	9,339,673	9,339,673	(11,142,860)	(11,142,860)	(1,803,187)	(1,803,187)				52,882,483
April	7,609,775	7,609,775	(8,742,160)	(8,742,160)	(1,132,385)	(1,132,385)				51,750,098
May	3,258,874	3,258,874	(5,864,005)	(5,864,005)	(2,605,131)	(2,605,131)				49,144,967
June	20,156,581	20,156,581	(10,289,040)	(10,289,040)	9,867,541	9,867,541				59,012,508
Totals	110,879,302	117,467,798	(99,702,776)	(102,947,042)	11,176,526			(73,856)	(132)	
Bold = Actual										
	70,514,399		(63,664,711)							
GL Balance	General Fund	\$ 53,920,079								
	TEC Fund	\$ 765,591								
		\$ 54,685,670								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Summary
YTD February 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>\$33,635,401</u>	<u>\$20,975,000</u>		<u>\$34,715,000</u>	<u>\$4,035,935</u>	<u>\$1,200,935</u>	<u>\$31,880,000</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
MARCH 2023

Human Resources Summary

- We welcomed Yoel Tekle as the new Talent Acquisition and Employment Coordinator in the Human Resource Department.
- The search committee for the Director of Diversity, Equity and Inclusion is in the process of scheduling second interviews for the director position.
- Kansas City Kansas Community College successfully hosted KC BizFest which consisted of 125 students participating in portions of the program. A total of 67 students graduated from the KC BizFest program.
- The Human Resources Department began planning discussions for the annual employee recognition luncheon.
- The Human Resources Department and the professional development committee hosted two professional development sessions this month. The sessions were *The Three Essential Legal Documents Everyone Should Have* and *Workplace Communication: Giving Constructive Feedback*.
- The College has a total of 32 approved remote work agreements.

Human Resources Full Report

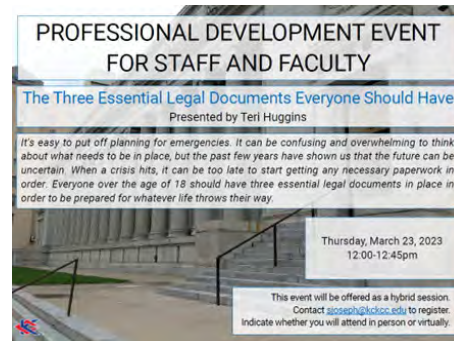
Human Resources

Human Resources is in the beginning stages of planning for the employee recognition luncheon.

Training and Development

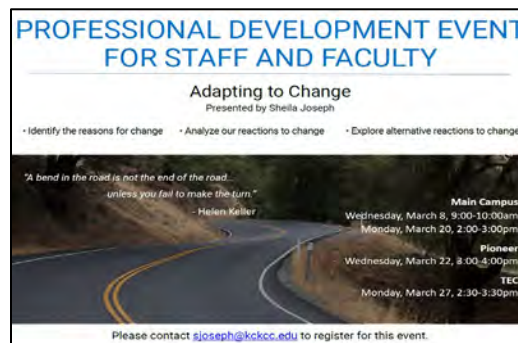
Professional Development

Our **monthly professional development series** continues this month with *The Three Essential Legal Documents Everyone Should Have* presented by Teri Huggins, J.D., Associate Professor of Business. This session will be offered as a hybrid session on Thursday, March 23 at noon.



Last month's session, *Workplace Communication: Giving Constructive Feedback* was very well-received. Fifteen participants attended the sessions.

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



We are planning for **New Supervisor Training** in April. The agenda is as follows:

Monday, April 3rd, 2023 – 1:00pm-4:30pm

- *Welcome and Introductions* – Christina McGee, CHRO
- *Understanding and Managing Time and Leave* – Yoel Tekle, Talent Acquisition and Employment Coordinator, and Angie Masloski, Payroll Coordinator
- *FMLA, ADA, and Worker's Compensation* – Sherita Miller-Williams, Benefits Coordinator
- *Workplace Communication: Giving Constructive Feedback* – Sheila Joseph, Talent Development Manager

Tuesday, April 4th, 2023 – 1:00pm-4:00pm

- *Diversity* – Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, and Multicultural Engagement
- *The Hiring Process* – Victoria Anderson, Employment Coordinator

Wednesday, April 5th, 2023 – 1:00pm-4:30pm

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

Employee Relations

The hybrid remote pilot program continues to add new employees. There are currently 32 employees with an approved hybrid schedule. Additional trainings will be conducted monthly for employees interested in the program.

Employment

We currently have 44 positions open and posted.

- 16 full-time faculty
- 8 full-time staff
- 10 part-time staff
- 10 adjunct faculty

Human Resources is excited to announce that Yoel Tekle has accepted the position of Talent Acquisition and Employment Coordinator in Human Resources. Yoel currently works as the HR Specialist in our office since December 2021. His KCKCC experience, in addition to his experience with full life cycle recruiting, make him an excellent addition to the employment team. Please join us in congratulating Yoel on his promotion!

Human Resources is in the process of scheduling a second round of interviews for the Director of Diversity, Equity and Inclusion position.

Center for Equity, Inclusion and Multicultural Engagement (CEIM)

Women History Month: The CEIM is collaborating with Women and Gender Advocacy at KCKCC for WHM programming. The theme for this year is Celebrating Women Who Tell Our Stories.

Equity and Inclusion Council (EIC): Dr. Reem Rasheed attended the monthly committee meeting. EIC members presented their updates on the work of their sub-committees and updates were provided about the Director of DEI search process.

Supporting Undocumented Students: Dr. Rasheed was invited by Michelle Overhault to attend a meeting on exploring ways to support undocumented students on campus. In addition, discussions took place on how to provide emotional, financial, educational, and community support for those students.

KC BizFest: The event took place at TEC on February 16 to February 18. A total of The first two days involved marketing, financing, and business classes. The participants also attended training sessions presented by various guest speakers from the business domain. Each student prepared their project and submitted their presentation on the last day of the event. BizFest concluded with announcing the winners of the scholarships and the first six places of the competition. 125 students participated in portions of the program. A total of 67 students graduated from the program.

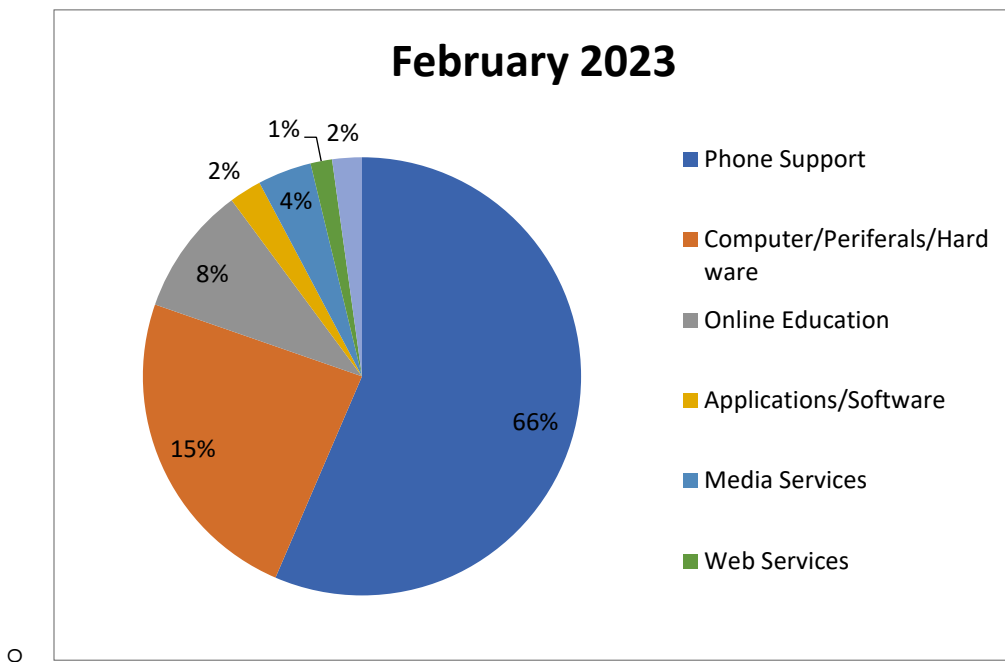
BOARD OF TRUSTEES REPORT
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Reviewed Data for IT Master Plan and completed supplemental survey.
- Met with constituent groups to encourage all college employees and students to complete the supplemental survey.
- Met with Cosmetology instructors regarding Pivot Point software integration.
- Delivered four training sessions on Teams and Forms.
- Met with new hires during orientation regarding Staff Senate and Information Technology functions.
- Worked with Faculty members on creating various forms for data collection.
- Worked with Faculty and Staff members on creating and deploying Microsoft Bookings calendars.
- Attended and supported various online meetings, including Board of Trustees, Finance Committee, Staff Senate, and others.

COMPUTING SERVICES

- 274 tickets were issued during the month of February -310 tickets resolved.
- The average time spent on each ticket was 3.35 days.
- 627 helpdesk calls were taken in February - average time per call was 3.27 minutes.



MEDIA SERVICES

- Setup, and recorded the monthly Board of Trustees Meeting. Made a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting.
- Setup via zoom a virtual/hybrid Board of Trustees Meeting.
- February, 2023 Board of Trustees Meeting Analytics.
 - Vimeo: <https://vimeo.com/manage/videos/799586947/analytics>
 - YouTube: <https://studio.youtube.com/video/xUjhMlwAPIA/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.
- Setup, recorded, and live streamed 2022 Master Contract Negotiations.
- Live Streamed Athletics Events.
- Setup and recorded Athletic Director Forum
- Setup and recorded Executive Vice-President Forum

NETWORK SERVICES

- Self-Service Web App Availability - 98%
- Student Recruiter Web App Availability - 98%
- MyDotte Web App Availability - 98%
- Email Availability for employees and students - 99%
- Network Switch and Phone and Availability - 97%
- Microsoft updates and security patches applied on 163 servers.
- Renewed our *.kckcc.edu domain certificate on all web servers and applications that utilize the certificate.
- Upgrade of all computers to Windows 10 Version 22H2, project in progress.
- 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 111.0.5563.65, Firefox to version 111.0, and Edge to version 111.0.1661.43.
- On March 6th, Information Services and Facilities introduced a new help desk and asset management system. This system will replace the current help desk which will be retired on 3/21/2023. The new system utilizes Security Assertion Markup Language (SAML) for authentication and Single Sign-On (SSO).
- As part of our wireless infrastructure upgrade, all internal access points were replaced by the network services team, at each college location. The network services team will begin working on replacing the outdoor access points in March.

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Annual Board Presentation Calendar (January 2023 - December 2023)											
Month	President	VPAA	VPSAEM	CMIIO	CFO	CHRO	CIO	Foundation Dir.	Inst. Eff. Director	Board	Special Board Topics
May	Downtown Project Biannual Update	HLC Biannual Update (Accreditation Matters)	Strategic Enrollment Management Plan Annual Update	Strategic Plan 2024-2027 Final Draft	Employment of Auditor to Audit All Accounts					Board & College Senate Annual Luncheon	Board Annual Meeting Schedule Draft Review
											Discussion of Attendance for the ACCT Leadership Congress (October)
June		Academic Master Plan Annual Update			Board Budget Annual Workshop (Held as June Board Finance Committee Meeting)			KCKCC Foundation Biannual Update		Approval of Annual Board Meeting Schedule	Board Self-Evaluation Begins
					Draft Budget including Capital Projects FY 2024						Board Handbook Review for Updates
					Discussion of Mill Levy Rate for 2024 & Revenue Neutral Rate						
July				Strategic Plan Biannual Update	Approval of "Notice of Public Hearings" on (1) Mill Levy Rate for 2024 & Revenue Neutral Rate and (2) FY 2023-2024 Budget	Applicant and Hires Data Biannual Update (Ethnicity, Race & Gender)	Information Technology Master Plan Annual Update				Plan Board Biannual Retreat (Quarter 3)
					Approval of Proposed Budget for Publishing						
					Designation of Official Depositories						
August		Academic Program Review Annual Report		KCKCC Annual Report	Public Hearings (As Noted in July)				Office of Institutional Effectiveness Annual Update	Approval of Board Goals	Board Biannual Retreat (Quarter 3)
					Formal Approval and Publishing of FY Budget						Board Handbook Review Draft
											Board Goals Annual Review

Annual Board Presentation Calendar (January 2023 - December 2023)											
Month	President	VPAA	VPSAEM	CMIIO	CFO	CHRO	CIO	Foundation Dir.	Inst. Eff. Director	Board	Special Board Topics
September	Administration Reports on the Opening of the New College Term	Academic Affairs Biannual Program Highlight (Faculty/Coord.)				Noel Levitz College Employee Satisfaction Survey (CESS) (Every Odd Year)				Approval of Board Handbook	
						Benefits Annual Update				Approval of Board Goals	
										KACCT Meeting Report	
										Board & Student Senate Annual Breakfast	
October	Announcement of Board Annual Food Drive	Assessment Annual Report	Athletic Teams Annual Update		Preliminary Audit and Financial Compliance Annual Reports					ACCT Leadership Congress Conference Report	
		SB155 Special Course Fees			Security and Safety Annual Report						
November	Downtown Project Biannual Update	HLC Biannual Update (Accreditation Matters)	Noel Levitz Community College Survey of Student Engagement (CCSSE) (Every Odd Year)								Discussion of Attendance for the ACCT National Legislative Summit (February)
	Board Annual Food Drive		Noel Levitz Community College Faculty Survey of Student Engagement (CCFSSE) (Every Odd Year)								
	Announcement of Candle Lighting Annual Ceremony		Noel Levitz Student Satisfaction Inventory (SSI) (Every Even Year)								
	Announcement of President's Annual Open House & Holiday Party										
December		Academic Calendar 2026-2027			Approval of Audit and Financial Compliance Annual Reports					KACCT Meeting Report	Evaluation Process for President Begins

Policy: 1.19

College Investments

Purpose

The purpose of this Policy is to grant investment authority and establish parameters for college investments.

Policy Statement

The Board of Trustees (the “Board”) authorizes the investment of temporary idle cash to be administered by the President in consultation with the Chief Financial Officer (CFO). The Board authorizes the President or CFO to act as its agent in matters relating to the purchase of investments and acceptance of safekeeping receipts.

The College will ensure that all revenues received are promptly recorded and deposited. Those funds not immediately required to meet payment of obligations will be placed in an interest-bearing account according to the following objectives:

- **Safety:** Investments will be made in a manner which ensures preservation of principal.
- **Liquidity:** Investments will be made after careful consideration of future expected liabilities. The cash position of the College will be maintained at a level adequate to meet these requirements. Maturities on these investments will be selected in such a way as to provide income stability. The President and/or CFO will consult with the Board of Trustees Finance Committee on liquidity.
- **Yield:** Investments will be made with the expectation of a reasonable rate of return while maintaining prudent investment principles.
- **Fiduciary Trust:** Investments will be managed with a degree of professionalism that is worthy of the public trust. Investment officials will avoid any transaction that might erode the public confidence. Investment activities will be performed under appropriate systems of internal controls and will be subject to internal and external audit procedures.

Limitations

Investments will be made in only those instruments authorized by applicable Kansas statutes, including but not limited to:

1. Time deposits and open accounts – a deposit in a banking institution earning interest that cannot be withdrawn until a certain date
2. Certificates of deposit – a savings product that earns interest on a lump sum for a fixed period
3. Repurchase agreements – a short-term borrowing instrument to sell a security and repurchase from the buyer at an agreed price that includes interest
4. Temporary notes or no-fund warrants – short-term loans issued by the banking institution repaid with interest
5. U.S. Treasury notes or bills – intermediate term U.S. debt securities available in various maturities, backed by the U.S. government and paid back with interest over time
6. The Kansas Municipal Investment Pool – short-term investment pool backed by securities that earn interest

The portion of funds at the Kansas Municipal Investment Pool should not regularly exceed 10% of total funds available for investment.

Investments will be made with FDIC insured banks or savings and loans, or as otherwise permitted in law. The College will seek the most competitive rates available.

Board Approved: XX/XX/XXXX

DRAFT

Policy: 3.10

Student Records Holds

Purpose

To prompt student action to satisfy a college requirement(s) deemed essential.

Definitions

Financial Hold – a hold placed on a student account for having a balance due greater than \$25.

Non-Financial Hold - a hold placed on a student account for non-monetary unfulfilled obligations to the College, such as unreturned equipment.

Policy Statement

A hold may be placed on a student's record for various reasons, such as, but not limited to:

- overdue financial balance on a student account
- not returning library books, lab equipment, loaned technology, and other college equipment
- not satisfying health and safety requirements, such as documentation of immunizations

Depending on the actions of the student hold, the student may be prohibited from making changes to their current course schedule, enrolling in future semesters, or obtaining and delivery of an official transcript, diploma, or certificate until the hold is resolved.

Each hold has a designated department and staff responsible for the timely maintenance of student holds, adequate notification of a hold being placed, and ensuring that appropriate staff can manage the hold in KCKCC's student information system.

Annually, the Vice President for Student Affairs and Enrollment Management (VPSAEM) and Chief Financial Officer (CFO), or designees, are responsible for publishing a list of active hold types and departmental contacts on the KCKCC website, reviewing all hold types to ensure they are still valid and in the best interests of both the institution and the student, and ensuring that departments have adequate access to remove the hold.

Financial Holds

Prior to each semester's enrollment period, the Business Office may place a financial hold on a student account for unpaid balances, preventing the release of a student's official transcript.

An unpaid balance on a student account between \$25 and \$1,000 does not prevent a student from making changes to their current class schedule or enrolling in a future semester.

An unpaid balance on a student account over \$1,000 will prevent a student from making changes to their current class schedule or enrolling in a future semester, unless a payment plan has been put in place between the Business Office and the student and there is active progress towards reducing the balance owed. In the event of extraordinary circumstances, the CFO may grant a waiver for financial holds.

Non-Financial Holds

For non-financial holds, the student may not be allowed to make changes to their current class schedule or enroll in a future semester until the purpose of the hold is satisfied and the hold is removed. If non-financial holds are not remedied, the department placing the hold may have the Business Office apply an appropriate charge to the student's account resulting in a financial hold if the charge is not satisfied. In the event of extraordinary circumstances, the VPSAEM in consultation with the department may grant a waiver for non-financial holds.

Creating New, Deleting, or Changing Non-Financial Hold Types

Requests for creating new, deleting, or changing a non-financial student hold types are submitted to the VPSAEM. The VPSAEM will consult with the President's Cabinet as necessary about the utility of the request, adherence to best practices, and overall impact on the College and student success. If approved, the VPSAEM, or designee, will work with Information Services and the department(s) responsible for managing the additional hold or other changes to ensure proper action and training is provided as applicable.

Board Approved: XX/XX/XXXX

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, April 26, 2023, from 5:00 p.m. to 7:30 p.m., the Community Room at the Pioneer Career Center (PCC), from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with the holding of The Military Affairs Council Social with the Leavenworth Lansing Chamber of Commerce.

PASSED AND APPROVED by the Board of Trustees of KCKCC in a meeting held on March 21, 2023.

BOARD OF TRUSTEES
KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature_____

Board Chairperson
Print Name: Evelyn Criswell

Attest_____

Secretary
Print Name: Dr. Greg Mosier

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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 Thursday, October 19, 2023, from 6:00 p.m. to 8:00 p.m., the Multi-Purpose Room at the Dr. Thomas R. Burke Technical Education Center (TEC), from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with the holding of the KCK Women's Chamber Foundation of Kansas City, KS scholarship fundraiser, "Purses with a Purpose."

PASSED AND APPROVED by the Board of Trustees of KCKCC in a meeting held on March 21, 2023.

BOARD OF TRUSTEES
KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature_____

Board Chairperson
Print Name: Evelyn Criswell

Attest_____

Secretary
Print Name: Dr. Greg Mosier