



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, May 16, 2023 – 4:30 P.M.

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

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Informational:**
 - General Overview of Nonrenewal Process. Presented by Mr. Greg Goheen.
4. **Executive Session(s):**
 - 1) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session at the 5:00 p.m. meeting (5-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 at the 5:00 p.m. meeting (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 at the 5:00 p.m. meeting (5-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
 - 4) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (3-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
5. **Adjournment**



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KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

Tuesday, May 16, 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:**
 - Strategic Plan 2024-2027 Final Draft. Presented by Ms. Kris Green, Chief Marketing and Institutional Image Officer.
 - Strategic Enrollment Management Plan 2023-2028 Annual Update. Presented by Dr. Chris Meiers, Vice President of Student Affairs and Enrollment Management.
 - Proposed New KCKCC Alma Mater. Presented by Mr. Andrew Guevara-Alatorre, Student Senate President.
 - *DownBeat* Magazine's 2023 Student Music Awards. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
7. **Communications:**
 - Rita Blitt Sculptures Unveiling. Presented by Dr. Greg Mosier.
8. Board Committee Reports

9. **Consent Agenda:**

- (Item A) - Approval of Minutes of the April 18, 2023 Meeting
- (Item A1) - Approval of Minutes of the April 18, 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. Kris 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:**

- Downtown Project Biannual Update. Presented by Dr. Greg Mosier.

19. **New Business:**

- Approval of KCKCC Policies. Presented by Trustee Linda Hoskins Sutton.
 - Smoke and Tobacco-Free College (Policy: 1.11)
 - Consensual Relationships (Policy: 5.10)
- Approval of Employment of Auditor to Audit All Accounts. Presented by Dr. Shelley Kneuvean.
- Approval of Resolution(s) of Notice of Intent to Nonrenew Contract of Employment. Presented by Dr. Greg Mosier.
- Review Proposed Board of Trustees Meeting Schedule for FY2024. Presented by Dr. Greg Mosier.

20. **Adjournment**

Next Meeting of the Board of Trustees:
Tuesday, June 20, 2023 - 5:00 p.m.
Hybrid Meeting – KCKCC-Main Campus & Zoom Virtual Meeting Room

DRAFT



Kansas City Kansas
Community College™

STRATEGIC PLAN

2024-2027

04

**Student
Success**



06

**Quality
Programs &
Services**



08

Employee Engagement



10

Community Engagement



Student Success

Provide services and resources that empower students to attain their goals.

GOAL 1 Enhance student-centered services and processes.

KPI Biennial Noel Levitz Student Satisfaction Inventory survey score for student-centered services (Baseline 2022).

Initiatives:

- 1 | Enhance admission and orientation processes to create a more seamless and responsive experience for prospective students.
- 2 | Identify and remove barriers to successful student enrollment, persistence to enroll in the next semester, and degree and certificate completion.
- 3 | Enhance and expand classroom delivery options, including online, weekend, intercession, hybrid and hyflex classes.
- 4 | Increase student participation in service learning, undergraduate research, apprenticeships, internships and similar opportunities.

GOAL 2 Achieve and maintain a retention rate of first-time, full-time degree/certificate-seeking students at or above KCKCC's Integrated Postsecondary Education Data System (IPEDS) Comparison Group Median, maintaining a minimum baseline of 58%.

KPI Year-over-year actual retention rate.

Initiatives:

- 1 | Enhance capabilities and increase college-wide use of an early intervention system for at-risk students.
- 2 | Create and implement an academic and career advising framework focused on guided pathways to increase student persistence to the next semester.
- 3 | Expand and promote integrated student support services to further enhance holistic student wellness.
- 4 | Expand dual and concurrent enrollment opportunities with area high schools to continue student enrollment after high school at KCKCC.

GOAL 3 Maintain a 150% of normal time completion rate for first-time, full-time degree/certificate-seeking students at or above KCKCC's Integrated Postsecondary Education Data System (IPEDS) Comparison Group Median, maintaining a minimum baseline of at least 28%.

KPI Year-over-year completion rate.

Initiatives:

- 1 | Create and implement targeted initiatives that assist associate degree-seeking students to graduate in no more than three years.
- 2 | Develop and implement completion strategies under a guided pathways framework to empower students to complete certificate and degree programs within a 150% timeframe.
- 3 | Adopt a method to collect and measure student intent upon initial enrollment to better serve individual student needs and goals.
- 4 | Develop a college-wide process to strategically schedule classes and implement a year-long schedule that allows students to see, plan and enroll in classes earlier in future semesters.

GOAL 4 Increase student engagement and career-connected opportunities.

KPI Outcomes indicated in the First Destination Survey (Baseline Fall 2023).

Initiatives:

- 1 | Expand career readiness and employment placement services to help students successfully transition to the workforce.
- 2 | Increase opportunities for academic programs and industry partners to educate students about career possibilities.
- 3 | Expand supplemental instruction to enhance active and collaborative learning.
- 4 | Implement a student engagement platform to enhance the student's experience.

Quality Programs & Services

Provide excellence in education by offering relevant and innovative educational programs and services that meet the needs of our students and community.

GOAL 1 Enhance processes and programs to help students successfully transfer to four-year institutions.

KPI Maintain or increase the percentage of students who transfer (Baseline AY 2021).

Initiatives:

- 1 | Enhance articulation agreements with four-year colleges where KCKCC students most often transfer.
- 2 | Expand relationships and dual admission programs with four-year colleges and universities to improve the matriculation process for students.
- 3 | Identify transfer-seeking students early in their educational career to enhance support services for them.
- 4 | Enhance strategies supporting transfer-seeking students to complete transfer-level math.

GOAL 2 Align program and course offerings to meet workforce educational needs.

KPI Maintain and increase the percentage of in-field placement rates in technical education programs (Baseline AY 2023).

Initiatives:

- 1 | Expand credit and noncredit workforce and customized training offerings to meet the needs of regional businesses and industries.
- 2 | Utilizing program review, develop and implement a process for creating new programs and sunseting existing programs.
- 3 | Enhance the College's capabilities to offer KCKCC courses at business and industry locations.
- 4 | Increase the use of external occupational data in all program planning and review processes.

GOAL 3 Enhance student-focused learning environments and foster learner-centered instruction.

KPI Increase the number of courses that are offered in hybrid and hyflex formats. Report annual investment and count of updated student-focused environments (Baseline AY 2023).

Initiatives:

- 1 |** Continue the multi-year plan to bring the physical environment of student learning spaces in alignment with industry and/or educational best practices.
- 2 |** Engage external partners to provide additional resources to enhance the student learning environment.
- 3 |** Develop common methodologies to measure and enhance the impact of learner-centered instruction for students.
- 4 |** Increase learner-centered opportunities in lifelong learning and adult education classes.

GOAL 4 Implement a holistic, integrated support system for traditionally underserved students.

KPI Increase fall to spring persistence rates for traditionally underserved students (Baseline AY 2022).

Initiatives:

- 1 |** Utilize Upward Bound and other similar programs to better prepare students in traditionally underserved high schools to be successful in higher education.
- 2 |** Create and implement a plan to increase engagement of traditionally underserved adult learners at KCKCC.
- 3 |** Increase utilization of targeted case management and mentoring programs to improve success for traditionally underserved students.
- 4 |** Examine current methods for placement of traditionally underserved students in academic courses and continue to utilize and increase the use of multiple-measure assessment practices.

Employee Engagement

Foster an institutional culture that promotes diversity and inclusion, and a commitment to KCKCC, student and employee success.

GOAL 1 Enhance employee satisfaction.

KPI Increased employee “Overall Satisfaction” score indicated by the biennial Noel Levitz College Employee Satisfaction Survey (Baseline 2021).

Initiatives:

- 1 | Develop and implement a comprehensive, college-wide compensation plan that includes considerations for high-demand, high-wage positions in the current employment market.
- 2 | Create a succession planning process that includes the identification of critical positions, training and career development opportunities for existing employees.
- 3 | Expand professional development and mentorship programs for new and existing employees.
- 4 | Develop a process to ensure the application of College policies and procedures are consistently applied across the institution.

GOAL 2 Increase employee engagement across the College.

KPI Number of employees engaged in communication activities (Baseline AY 2023).

Initiatives:

- 1 | Develop a user-friendly employee content management system to serve as a KCKCC knowledge repository.
- 2 | Create and implement a comprehensive mixed-modal internal communication plan to improve communication across the College.
- 3 | Strengthen community and collegiality through social events offsite and at KCKCC locations.
- 4 | Enhance collaboration across the College through cross-training and multi-disciplinary teams to work on various College initiatives.

GOAL 3 Attract and retain a high-performing workforce.

KPI Maintain a turnover rate for full-time employees that is equal to or less than national data benchmarks.

Initiatives:

- 1** | Enhance the employee recruiting strategy to help with attracting and hiring qualified candidates.
- 2** | Develop user-friendly employment recruitment materials that highlight KCKCC's culture and successes.
- 3** | Enhance and streamline the onboarding processes.
- 4** | Assess the College benefits package in comparison to local and peer institution benchmarks to position KCKCC as a competitive employer for top candidates.

GOAL 4 Foster an environment that embraces inclusion and reflects the community the College serves.

KPI Establish a baseline and seek to continuously enhance employee perception from an employee culture and inclusivity assessment (Baseline Fall 2023).

Initiatives:

- 1** | Establish a process to measure employee perception of culture and inclusivity at the College.
- 2** | Create and implement an action plan that provides the College with a guide to build an inclusive work culture.
- 3** | Enhance employee understanding of best practices in inclusivity and working in a multi-cultural environment through activities and training.
- 4** | Enhance and further develop cross-cultural competencies among employees to foster an inclusive environment.

Community Engagement

Advance KCKCC to its next level of excellence and elevate the College's presence in the community.

GOAL 1 Increase the level of community engagement of employees and students through service in the community.

KPI The number of events and activities where KCKCC engages the community with service and outreach projects (Baseline AY 2023).

Initiatives:

- 1 | Create an institutional culture that promotes and celebrates employee and student involvement in the community.
- 2 | Promote employee and student achievements in the College service area.
- 3 | Assess and enhance reputation of KCKCC in the College service area.
- 4 | Develop a communication plan to promote community involvement opportunities for employees and students.

GOAL 2 Cultivate and strengthen mutually beneficial partnerships with business, industry and community stakeholders.

KPI External funding provided through financial and in-kind contributions (Baseline FY 2024).

Initiatives:

- 1 | Establish a physical presence in downtown Kansas City, Kansas, with holistic services for students and the community.
- 2 | Expand and enhance partnerships with businesses and civic organizations to better serve the region.
- 3 | Increase partnerships and public support to expand KCKCC programs and services in Leavenworth County.
- 4 | Celebrate KCKCC's centennial anniversary and the College's recent achievements through outreach and community engagement.

GOAL 3 Increase the number of gifts and total financial contributions to the KCKCC Foundation each year.

KPI The number of gifts and amount raised each year (Baseline FY 2023).

Initiatives:

- 1 | Further develop and initiate strategies to increase KCKCC Foundation endowed and non-endowed giving.
- 2 | Continue to increase the number of employees who give to the KCKCC Family Fund campaign.
- 3 | Engage College alumni in tangible ways that foster giving to the KCKCC Foundation.
- 4 | Expand the use of KCKCC's Foundation database to grow mutually beneficial and financially rewarding relationships in business and industry.

GOAL 4 Increase the number of students interested in College academic programs through branded marketing efforts.

KPI The number of inquiries from online advertising and visits to community-facing website pages (Baseline AY 2023).

Initiatives:

- 1 | Enhance the website to focus on student recruitment and retention efforts.
- 2 | Develop efficient processes to create increased quality recruitment leads through targeted marketing efforts.
- 3 | Host more events in the community and at KCKCC locations to promote the College with key audiences.
- 4 | Develop and implement strategies to work with business and industry partners to promote College academic programs and workforce training opportunities.

Mission

**INSPIRE
INDIVIDUALS &
ENRICH OUR
COMMUNITY ONE
STUDENT AT A TIME**

Purpose

Kansas City Kansas Community College, a two-year community college, provides general, transfer, and career and technical education in a student-centered diverse and inclusive educational environment. KCKCC is committed to preparing students to succeed in the workforce, transition to four-year institutions and be contributing citizens in their community.

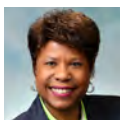
Vision

**BE A NATIONAL
LEADER IN ACADEMIC
EXCELLENCE &
PARTNER OF CHOICE
IN THE COMMUNITIES
WE SERVE**

Values

- Student Success
- Excellence
- Diversity, Equity and Inclusion
- Innovation
- Integrity
- Collaboration

Board of Trustees



Evelyn Criswell
Chair



Brad Isnard
Vice Chair



Don Ash



Rosalyn Brown



Pat Brune



Dr. Ray Daniels



Linda Hoskins Sutton

President's Cabinet



Dr. Greg Mosier
President



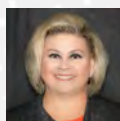
Dr. Scott Balog
Executive Vice President



Jerry Pope
Vice President of Academic Affairs



Dr. Chris Meiers
Vice President of Student Affairs and Enrollment Management



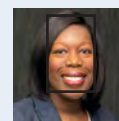
Dr. Shelley Kneuvean
Chief Financial Officer



Kristy Green
Chief Marketing and Institutional Image Officer



Peter Gabriel
Chief Information Officer



Christina McGee
Chief Human Resources Officer

DRAFT

A photograph of three students sitting outdoors, smiling and looking at each other. The student on the left is a woman with long brown hair wearing a black t-shirt with a blue and red graphic. The student in the middle is a man with dark curly hair wearing a red Nike t-shirt with a blue and white logo. The student on the right is a woman with dark hair wearing a white t-shirt with blue and red text that says "CKC BLUE DEVILS FOOTBALL". They are all smiling and appear to be in a positive, collaborative environment.

Kansas City Kansas
Community College™

STRATEGIC ENROLLMENT MANAGEMENT PLAN

2023-2028

KCKCC 2023-2028 STRATEGIC ENROLLMENT MANAGEMENT PLAN

3	Message from President Greg Mosier
4	Executive Summary
6	Planning Assumptions
7	SWOT Analysis
10	Plan Goals and KPIs
13	Plan Themes and Strategies
15	Appendix A SEM 2022-23 Council and Committee Members
17	Appendix B Subject Matter Expert Reviewers
18	Appendix C References



MESSAGE FROM PRESIDENT GREG MOSIER

I'm pleased to share with you Kansas City Kansas Community College's Strategic Enrollment Management (SEM) plan, the culmination of a 15-month, College-wide planning process designed to increase student success and completion. The plan is aligned with the College's strategic plan and priorities, and reflects the need to operate with clarity and urgency as we advance our recruitment and enrollment efforts to meet students where, they are, address their unique interests and needs, and ensure their success.

KCKCC's SEM plan recognizes the need to create new and engaging opportunities to attract more students to Kansas City Kansas Community College and addresses equity gaps in student retention, persistence, and completion. As a living document, the plan will be continually informed, adjusted, and implemented by the SEM Council and the wider College community.

KCKCC plays a unifying role in Wyandotte County and the greater Kansas City metropolitan region, offering hope and pathways to opportunity and upward socioeconomic mobility to individuals across our community. This plan and our corresponding work expands access to affordable, high-quality education and workforce training that prepares students to transfer to our university partners and to enter the workforce.

Thank you for your continued dedication to our students and our College. Your contributions are greatly appreciated.

*Sincerely,
Dr. Greg Mosier
President*

EXECUTIVE SUMMARY

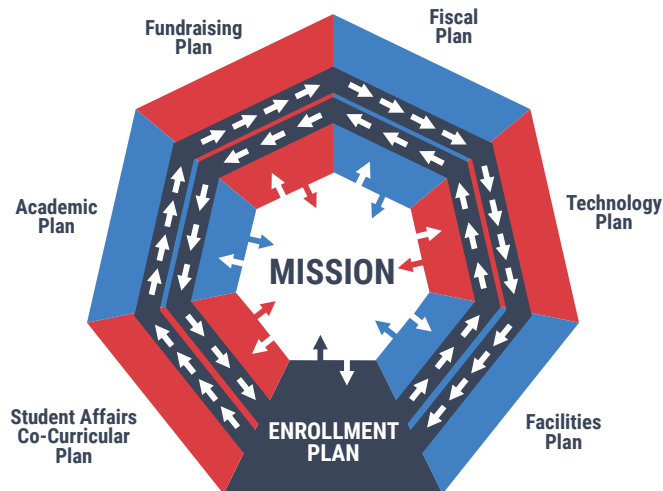
Kansas City Kansas Community College's competitive position in the greater Kansas City metropolitan area has never been stronger. To that point, the Strategic Enrollment Management (SEM) Council has outlined a plan to achieve a **full-time student equivalent of 3,530 (FTE)** by the Fall 2028 semester matching the Fall 2019 enrollment.

The SEM plan is designed to adopt an inclusive framework to galvanize the rallying cry that **enrollment management and student success is everyone's responsibility at KCKCC**. Everyone at KCKCC can make a difference towards creating a premiere postsecondary educational experience in Wyandotte and Leavenworth Counties.

SEM Calls to Action

- Obtaining **better information about our new and prospective students and emerging markets**. By forecasting and collecting more information about a student's educational goals, KCKCC will be better positioned to plan and be ready for dynamic and evolving changes in the higher education market.
- Creating **better and more frequent communication across the College** to support student success.
- Increasing **retention and completion rates**. With increasing competition, timely degree completion is imperative. All aspects of the student journey through KCKCC must be optimized to reduce barriers and bottlenecks that could prevent students from achieving their goals.
- Adopting more holistic **inclusion and equity practices** into our work to further reduce equity gaps in student achievement to fulfill the promise of upward mobility that education provides.
- **Modernizing operations, structures, processes and systems** are key to our work. Chatbots, automation software, and increasing our capacity in leveraging data to inform decision-making will allow the College to better serve students in an omni-channel approach and position the College to fulfill the spirit of the mission to make a difference one student at a time.

The SEM plan is integrated with the College's strategic planning process. This integration aligns the SEM's plan data-driven outcomes and strategies to KCKCC's enrollment, equity, fiscal, and mission-driven priorities.



This plan includes measurable SEM Key Performance Indicators (KPIs) to assess the College's performance toward accomplishing its SEM goals.

To move towards a continuous planning and implementation SEM planning framework at KCKCC, the SEM plan also outlines the following themes and specific strategies starting featuring five goals.

- Enhance and Grow the Enrollment Funnel
- Improve Student Persistence and Completion
- Improve the Student Experience
- Leverage Financial Assistance to Improve Student Outcomes and Fiscal Health
- Develop and Enhance KCKCC SEM Processes and Policies

PLANNING ASSUMPTIONS

The College's SEM plan is based on the following assumptions:

- **Student success and engagement are paramount.** The SEM plan must align with KCKCC's purpose to fully enhance student intellectual and social development so that students develop the skills required for effective learning and citizenship in a multicultural democracy.
- **Equity is everyone's work.** Our students' well-being, sense of belonging, inclusion, and affinity to the College are critical to their academic and personal success. We must be committed to intentionally creating positive student experiences and safe learning environments for our students.
- **Enrollment management is part science and part art.** Although various data points can be analyzed in the development of the SEM plan, there is still an element of unpredictability as to whether the return on investment will be at the levels predicted. The College must recognize when strategies and programs must be given more time to develop or abandoned altogether.
- **Being strategic requires making tough decisions.** As the College looks to create improved systems responsive to the needs of our students and employers partners, continuous analysis and the willingness to make tough decisions are necessary for the institution's viability. Both quantitative and qualitative data should be used in the College's decision-making.
- **The SEM plan is never done.** Continuous improvement does not lend itself to a one-and-done mentality. Although a rendition of the SEM plan may be deemed complete, it must constantly be monitored and updated as institutional priorities shift.

KCKCC SEM SWOT ANALYSIS

To illustrate the call to advance a more strategic approach to enrollment management across KCKCC, a SWOT (Strengths, Weaknesses, Opportunities, and Threats) framework was used to highlight examples of internal and external factors impacting student enrollment at the College.

Strengths

Growth of High School Partnerships

Since 2012, dual and concurrent enrollment has grown 131% in student headcount and now accounts for 27% of the total student headcount.

Persistence of Students Enrolled in Blue 101

Students who enroll in Blue 101 for the first Fall semester at KCKCC are 12% more likely to enroll in the following spring semester.

Weaknesses

Underperforming Retention Rates

KCKCC's Fall-to-Fall retention rates based on U.S. Department of Education IPEDS definitions continue to drop while its IPEDS and regional peers rise or stabilize:

FULL-TIME STUDENTS		
	2020 Cohort	2021 Cohort
KCKCC	56.0%	51.0%
IPEDS Peers	59.7%	61.6%
Regional Peers	61.8%	61.3%

Dual and Concurrent Students Enrolling after High School Graduation

Of the 905 Spring 2022 high school graduates that enrolled in a KCKCC dual or concurrent course, only 27% of the students enrolled as KCKCC first-time, first-year students for the Fall 2022 semester.

Degree and Certificate Achievement Gaps

KCKCC African American earn 6% and females earn 4% fewer degrees and certificates than the overall KCKCC average.

KCKCC Students Transferring to Other Community Colleges

From 2018-2022, nearly 25% of the students that transferred to another institution without earning a degree or credential at KCKCC transferred to another community college.

Placement Testing Preparation

On average, students improve their placement test scores at least nine points by making a second test attempt even though only 7% of all students attempt placements tests more than once.

Opportunities

Growth of Micro-credentials

Micro-credentials can be seen as a transformation of the community college experience. In addition to further facilitating a guided pathways advising model, micro-credentials, or micro-pathways (stackable offerings), have also been found to better support the needs of online learners.ⁱ

Increasing Online and Hybrid Course Offerings

Almost 75% of all students are interested in online course offerings. For students who are seeking online course offerings, 55% of students preferred hybrid delivery compared to 45% that prefer completely online offerings.ⁱⁱ

Guided Pathways

Transitioning from the cafeteria-style advising model to a guided pathways approach is a promising strategy to reduce structural and motivational barriers.

One-Stop Shop for Students

A student's satisfaction with course registration and financial aid office interactions was generally higher if their college had an one stop-shop for student services.

Threats

Declining Number of High School Graduates in Wyandotte County

According to the Kansas Department of Education, the number of high school graduates in Wyandotte County dropped 3.8% from 2011 to 2022.

Historically Low Unemployment in Wyandotte County

According to the Department of Labor, the 2009-2021 Wyandotte County unemployment annual average rate was 7.0%. The 2022 annual average unemployment rate was 3.6%.

Changes to the Federal Financial Aid System

Delays to the implementation of the Federal Application for Student Financial Assistance (FAFSA) Simplification act has created uncertainty about how Pell Grant eligibility will be calculated.ⁱⁱⁱ



SEM PLAN GOALS AND KPIS

The overall SEM plan goal is to achieve a **3,530 FTE** by the **Fall 2028 semester**. KCKCC must add 663 FTE based or 133 FTE annually (3.8% annual growth rate) to achieve this goal.

The following KPIs are based on historical enrollment at KCKCC. Considering multiple external and internal factors ultimately drive enrollment, the KPIs illustrate the cumulative impacts of aligning enrollment outcomes with overall institutional plans and strategies.

KCKCC Strategic Plan Priority 1, Goal 1 (Student-Centered Processes)

Increase the Number of Fall Applications for Admission by 18%

KCKCC received 5,149 applications for the Fall 2022 semester. Based on the current enrollment to applicant yield rate of 33%, the College would generate an additional **219 FTE** annually.

Increase the Percentage of Admitted to Enrolled Fall Students by 2.5%

From 2015-22, KCKCC enrolled on average 35.8% of the students admitted for the fall semester. Increasing the yield by 0.5% every year would yield an additional **181 FTE** annually on top of the gains attributed by increasing the number of applications for admissions.

Increase the Number of Converted Dual and Concurrent Students into Full-Time Students by 15%

Assuming an unlikely scenario of no growth in the number of dual and concurrent high school students, annually converting 15% more dual and concurrent students into first-time, first-year students would yield an additional **135 FTE** annually.

KCKCC Strategic Plan Priority 1, Goal 2 (Retention and Persistence)

For the Fall 2021 cohort, the total new FTE was 1,130 and the fall-to-fall retention rate was at 51%. By achieving a fall-to-fall full-time retention rate of 58%, KCKCC would add an additional **80 FTE**.

Every KCKCC Degree- or Certificate-Seeking Student Has a Completion Plan by the End of their First Semester

Plans tailored to address the specific needs of students will help them navigate their educational journey with some certainty and ability to balance their educational and personal lives.

Improve the Student FTE to Headcount Ratio by 5%

The FTE to headcount ratio has remained stable at 60% since 2016. By improving the FTE to headcount ratio to 65%, KCKCC would add an **290 FTE** annually.

Improve the Student FTE to Headcount Ratio for Low-Income Students by 17% points

On average, for Pell eligible students, the FTE to headcount ratio is 70% compared to 53% for non-Pell eligible students. For the Fall 2022 semester, closing this gap would add an additional **313 FTE** annually.

Reduce the Percentage of Low-Income Students Taking Developmental Education Courses by 21% as Outlined in the College's Title III Grant

Since Fall 2018, 39% of Pell eligible students have taken developmental education courses compared to 21% of non-Pell eligible students.

Increase the Percentage of African American Completing a Non-Developmental Course after Passing Developmental Reading by 3%

Since Fall 2018, 59% of all students pass a non-developmental course after developmental reading compared to 56% of African American students.

KCKCC Strategic Plan Priority 1, Goal 3 (150% Completion Time)

Improve African American Degree and Certificate Completion Rates by 6%

Using the number of African American students that started at KCKCC in the 2018-2019 academic year, reducing this achievement gap would yield an additional **84 graduates** annually before adjusting for enrollment increases.

Improve the Female Degree and Certificate Completion Rates by 4%

Using the number of female students that started at KCKCC in the 2018-2019 academic year, reducing this achievement gap would yield an additional **169 graduates** annually before adjusting for enrollment increases.

Improve the Non-Pell Eligible Degree and Certificate Completion Rates by 2%

Using the number of non-Pell eligible students that started at KCKCC in the 2018-2019 academic year, this would yield an additional **27 graduates** annually before adjusting for enrollment increases.

SEM PLAN THEMES AND STRATEGIES

Based on the collective work of the SEM Council, the KCKCC SEM Plan is presented around five key themes.

The SEM Council identified over 100 potential strategies to support the themes. The Council recommends elevating several strategies for broader consideration and resource allocation.

The strategies listed below in bold were identified by the SEM Council as the most critical to initially prioritize.

Enhance and Grow the Enrollment Funnel

- Create a student-facing website for recruitment that is integrated with the Admissions CRM.
- Simplify and streamline the admissions application process.
- Develop a best-in-class campus visit program.
- Expand more alternative course modalities and micro-credentials to meet student and employer demands.
- Increase the conversion of workforce and GED students to academic programs.
- Actively promote and identify signature academic and workforce programs as partners of choice in the Kansas City metropolitan region.

Improve Student Persistence and Completion

- Develop a robust new student orientation and onboarding process.
- Develop a guided pathways advising framework for the entire College.
- Improve and expand student early alert services under a case management approach.
- Enhance developmental education and tutoring services.

Improve the Student Experience

- Establish a one-stop-shop model for enrollment services at all locations.
- Expand student mental health services.
- Expand food services across the College.
- Support more resources to improve trauma-informed practices that bolster student success.

Leverage Financial Assistance to Improve Student Outcomes and Fiscal health

- Develop new scholarship programs that reduce student costs and debt to drive enrollment.
- Establish a student financial wellness engagement and communication plan.
- Establish an athletics scholarship policy.
- Establish a performance/activities-based scholarship policy.
- Streamline the financial aid application process.

Develop and Enhance KCKCC SEM Processes and Policies

- Develop and sustain an annual recruitment plan.
- Develop better entry tracking to identify student intent when entering KCKCC.
- Champion a college-wide data governance framework to support data-driven decision making.
- Improve and expand timely transfer credit processing.
- Leverage withdrawal reason history for planning purposes.

APPENDIX A 2022-23 SEM COUNCIL AND COMMITTEE MEMBERS

The SEM Council members are indicated in bold and served as co-chairs of their respective committees.

- Council Co-Chairs
 - ▶ Dr. Chris Meiers, Vice President for Student Affairs and Enrollment Management
 - ▶ Dr. Donna Bohn; Dean; Arts, Communications, and Humanities
- Data and Forecasting Committee
 - ▶ **Henry Hinkle, Director of Institutional Effectiveness**
 - ▶ **Theresa Holliday, Registrar**
 - ▶ Sam Landau, Enrollment Management Information Systems Coordinator (Staff Senate Rep)
 - ▶ Leslie Strohschein, Controller
 - ▶ Cleon Wiggins, Dean, Social Behavioral Sciences and Public Services
- Recruitment and Marketing Committee
 - ▶ **Kristy Green, Chief Marketing and Institutional Image Officer**
 - ▶ **Teressa Hill, Director of Admissions and Recruitment**
 - ▶ Dr. Cecelia Brewer, Dean, Academic Support and Assessment
 - ▶ Lindsey Bruns, Coordinator, High School Partnerships
 - ▶ Matt Fowler, Web Administrator, Web Services
 - ▶ Ashley Irvin, Interim Dean, Career and Technical Education
 - ▶ Marcia Irvine, Director, Pioneer Career Center

- Completion and Retention Committee
 - ▶ **Brady Beckman, Director of Student Success and Retention**
 - ▶ **Dr. Amanda Williams, Director of Learning Commons**
 - ▶ Danielle Frideres, Career Services Coordinator
 - ▶ Tom Grady, Faculty Director of the Center for Teaching Excellence
 - ▶ Shaun Pate, Instructional Designer, Online Education
 - ▶ Lakshmy Sivaratnam, Professor, Math, Science, Business and Technology
 - ▶ Dr. Stacy Tucker, Service Learning/Phi Theta Kappa Honors Education
 - ▶ Mike Wichtendahl, Instructor, Career and Technical Education
- Scholarships and Financial Aid Committee
 - ▶ **Dr. Shelley Kneuvean, Chief Financial Officer**
 - ▶ **Tammy Reece, Director of Student Financial Aid**
 - ▶ Dorothy (Dottie) Hill, Library Specialists, Learning and Library Services
 - ▶ Katelyn Kolle, Coordinator, Student Financial Aid
 - ▶ Jim Krajewski; Professor; Arts, Communications, and Humanities (Faculty Senate Rep)
 - ▶ Mary Spangler, Executive Director, KCKCC Foundation and Alumni Association
- Student Experience Committee
 - ▶ **Dr. Tiffany Bohm, Dean, Health Professions**
 - ▶ **Andrica Wilcoxon, Director of Student Activities**
 - ▶ Dr. Shawn Derritt, Dean, Student Services
 - ▶ Teri Huggins, Associate Professor, Math Science, Business, and Computer Technology
 - ▶ Colin Immesoete, Administrative Assistant, Learning and Library Services
 - ▶ Kristin Povilonis, Administrative Assistant to the Dean, Career and Technical Education
 - ▶ Kim Taylor, Site Coordinator, Pioneer Career Center
 - ▶ Nicole Wilburn, Director, Student Residence Life

APPENDIX B SUBJECT MATTER EXPERT REVIEWERS

A special thank you goes out to enrollment management experts who provided feedback and critiques of the SEM plan.

Dr. Joey Linn

- Vice President for Student Affairs, Fort Hays State University
- Past-President of the Kansas Association of Collegiate Registrars and Admissions Officers

Mr. John Reed

- Interim Chief Enrollment Office, The Evergreen State College (Washington)
- Former Ruffalo Noel Levitz and Independent Consultant

Mr. Doug Swink

- Assistant Vice President for Enrollment Management, University of Missouri-Kansas City
- Past-President of the Missouri Association of Collegiate Registrars and Admissions Officers

Mr. Ray White

- Retired Director of System Strategic Planning, Washington State University
- Certified Society for College and University Planners Consultant

APPENDIX C REFERENCES

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ii Mowreader, A. (2023). Consolidating touch points for retention. Inside Higher Ed | Higher Education News, Events and Jobs. <https://www.insidehighered.com/news/2023/02/27/consolidating-touch-points-retention>

iii Conroy, E. (2023, January 22). Given Delays, Higher Education Observers Are Worried About New FAFSA. Forbes. <https://www.forbes.com/sites/edwardconroy/2023/01/22/given-delays-higher-education-observers-are-worried-about-new-fafsa/?sh=6fb58cad58c2>





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



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

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

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairwoman Evelyn Criswell called the meeting to order at 9:10 a.m. in Room AA101 at KCKCC-Technical Education Center and in the KCKCC Zoom meeting platform on Tuesday, April 18, 2023. The Pledge of Allegiance was led by Trustee Brown.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Brad Isnard, Mr. Donald Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton.
4. **Approval of Agenda:** Chair Criswell asked for questions or comments regarding the agenda. Dr. Mosier requested to amend the agenda to include the third executive session from the 8:00 a.m. meeting for a 7-minute duration at the end of the regular meeting. Trustee Daniels made the motion. Trustee Ash seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** Chair Criswell invited patrons or petitioners to address the Board. There were no patrons or petitioners online or in the meeting room.
6. **Recognitions/Presentations:** Chair Criswell announced there were no recognitions or presentations scheduled.
7. **Communications:** Chair Criswell invited Dr. Mosier to communicate the introduction of Dr. Scott Balog, Executive Vice President. Dr. Mosier welcomed Dr. Scott Balog to the KCKCC family. He started on Wednesday of last week at full speed ahead with a master facility planning meeting, ending the day at the Wyandotte Economic Development Council quarterly meeting with many county elected officials, the Mayor, state legislators and Senator Marshall.

Dr. Balog expressed happiness and thanks for this opportunity. He has been warmly welcomed by the Board, members of Cabinet and colleagues across the College. He could not think of a better situation to be in than working under the leadership of President Mosier and the Board, seeing how connected the College is in the community and those in the community that are invested in the future of KCKCC and to help enable the vision of the College. As a first-generation community college graduate, it is a tremendous honor to be able to dedicate his career to serving community college students and the community. Dr. Balog again gave thanks for this opportunity and thanked the Board and Dr. Mosier for the leadership, service and commitment to KCKCC, the students and the community.

Trustee Hoskins Sutton welcomed Dr. Balog. She and Trustee Ash met him in Junction City on Friday. The Board conveyed many welcomes to Dr. Balog.

8. **Board Committee Reports:** Chair Criswell invited the Board Committees to report.
- On behalf of the Board Finance Committee (BFC), Vice Chair Isnard, Chair of the BFC, reported it was another great financial month for the College with a net position increase of \$3.9 million. This was partly due to receiving the first-half distribution of ARPA (American Rescue Plan Act) funds, which was \$6 million in additional revenue this month. The second half will be received further into the downtown campus project. The consent agenda items were thoroughly reviewed and questions answered to the satisfaction of the BFC. The committee received a downtown location update including some exciting upcoming milestones. The committee also received a student housing update and are close to closing out that contract.

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

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, announced the committee will report later in the meeting.
- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown, Chair of the BCEC, reported the BCEC is working gingerly to make sure the committee is connecting with all the areas in our city. The BCEC will present to Livable Neighborhoods and Leadership 2000. The committee has received District 500's annual report; there are ways to work with them. Those are the individuals that will be running our city so the BCEC wants to make sure those individuals are connected in all ways with the community college. Trustees Brown and Ash visited the Wyandotte County Ethnic Festival this weekend. There was great attendance and the BCEC can continue to encourage them to stay connected with the College.

Trustee Ash added the festival had great attendance and Dr. Curtis Smith was very appreciative of the College's support. The festival had been shut down for three (3) years and clearly it was important to many people in the community. The College will likely

continue support of this event. Mayor Garner attended and he expressed his continued support and excitement on the downtown campus.

Trustee Hoskins Sutton added it was a great festival with great attendance. Some individuals questioned why it was not held at the field house so that inquiry may be coming for next year.

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

- As the Association of Community College Trustees (ACCT) Delegate and as the Kansas Association of Community College Trustees (KACCT) Delegate, Trustee Ash reported his attendance of the PTK Awards program on this past Friday in Junction City, Kansas with Trustee Linda Hoskins Sutton, Dr. Mosier, Dr. Meiers, Mr. Pope, Dr. Balog, Dr. Stacy Tucker and our amazing students. It was a great program and our students represented the College as it was expected they would. It was followed by a KACCT meeting. The group received a legislative update from Heather Morgan, KACCT Executive Director, and a very thorough and detailed update on the current budget proposal. The good news was there is new money for community colleges this year. Some of that information is open to be revised. There is confidence to receive money for cybersecurity, about \$5 million for a 4% to 5% increase for salaries and wages. There is potential to receive our portion of 14% of \$12 million. The legislature will be returning from the break for three (3) days and the KACCT group will see what can be accomplished.

The KACCT Executive Committee met. There was discussion regarding the lobbying firm that KACCT uses and KACCT may make some adjustments or think about a different direction. The final determination will be made by the June 2nd & 3rd meeting in Dodge City, Kansas. Trustee Ash will not be able to attend. They will have final answers on all of these issues by then.

Trustee Linda Hoskins Sutton asked if Trustee Ash wanted to mention the headwinds that Heather Morgan mentioned were possibly coming. Trustee Ash report things may be a lot different next year regarding some items with TEA (Technology Enhanced Analytics) or KBOR (The Kansas Board of Regents).

Hearing no questions or comments, Chair Criswell called for a motion to accept the report. Trustee Daniels made the motion. Trustee Brown seconded the motion.

The Motion Carried.

9. **Consent Agenda:** Chair Criswell called for a motion to approve the Consent Agenda. Trustee Brune made the motion. Trustee Brown seconded the motion. Chair Criswell called for all in favor. Trustees Daniels, Isnard and Ash responded aye. Chair Criswell called for any opposition. Trustee Hoskins Sutton supported Item D - Approval of Personnel Items, being very in favor of the new Vice President of Educational Innovation and Global Programming, however, was concerned about the way it has been handled. The position was not

advertised, yet the Board agreed the position was needed, without seeing a job description. Trustee Hoskins Sutton wanted the record to reflect as not approving of hiring someone without a job description. Trustee Hoskins Sutton is very excited about the hire, she is very exceptional.

Trustee Daniels motioned to accept the consent agenda. Trustee Brown seconded the motion. **The Motion Carried.**

10. **Student Senate Report:** Chair Criswell called for the Student Senate report. Mr. Andrew Guevara-Alatorre, Student Senate President, was not present.

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

- It is great to be at the Technical Education Center (TEC) this morning for the annual board meeting at this location. Dr. Mosier gave a tremendous thank you to Chef Richard McPeake, all the faculty and the students for the incredible breakfast made from scratch.

On Friday, April 7th, Student Senate Shadow Day with President's Cabinet was successfully held, which included Student Senate members spending about two hours with their respective Cabinet member, a site visit of the new downtown location, a review of the historical elements inside the church that will be built into the new center, a group lunch and the Student Senate meeting. It was wonderful to spend time with our students in that capacity showing what the leadership team does for the College and the students provided great insights.

As the end of the semester approaches, many traditional special events are taking place at KCKCC.

- Annual Foundation Hall of Fame luncheon at TEC on Friday, April 21st from 11:30 a.m. to 1:00 p.m.
- Annual Employee Recognition luncheon at TEC on Friday, May 5th from 11:00 a.m. to 1:00 p.m. There is a tremendous number of employees being recognized for 5 to 30 years of service along with other awards.
- Nursing Pinning Ceremony at the Field House on Wednesday, May 17th at 7:00 p.m. along with other pinning ceremonies for our Allied Health programs.
- Commencement Ceremonies at the Field House on Thursday, May 18th at 2:00 p.m. and 7:00 p.m. Come help celebrate our students as they complete this chapter of their life and move on to the next. Excited to announce that Ms. Irene Caudillo is the commencement speaker this year.

Dr. Mosier has the privilege of representing KCKCC at several business and industry events.

- Wednesday, April 19th at 7:30 a.m. at the McCownGordon Construction main office, in a panel discussion with the Kansas City Business Journal on the topic of

Navigating Public Funding Dynamics in Kansas City.

- Tuesday, April 25th at TEC for the KCK Chamber of Commerce. The topic is The Future of Workforce, which is appropriate to what is being done at KCKCC and providing business and industry insight. Trustee Daniels requested highlight reports from that presentation. Dr. Mosier will provide that information at the next Board meeting and will share the PowerPoint presentation.
- Dr. Mosier reported the Kansas Commerce asked him to do a presentation for the major exporters in the State on workforce development about the new strategies and approaches KCKCC is taking. The presentation and video went really well. They were planning a trip to Taiwan to attract international business to Kansas City. Kansas was the only team represented to about 50 different organizations in Taiwan, and they have a lead for visiting Kansas City. Dr. Mosier also created a special video for Kansas Commerce to use in their presentation in Taiwan.

The College is hosting several events for business and industry and community.

- The Wyandotte County Ethnic Festival was last weekend.
- Our business partner, Orange EV (the electric yard trucks), is moving from Kansas City, MO from 50,000 square feet to KCK/Turner Diagonal to 500,000 square feet. In June they will host the American Association of Highway and Transportation Officials Leadership Institute at TEC. That event is 50 participants representing State and Federal offices from 15 to 20 different states.

Dr. Mosier is leading the Workforce Development subcommittee with about 50 individuals on a Kansas Commerce \$150 million grant application, that the group is preparing as a State, for the Kansas Innovation and Technology Hub. The grant timeline has been moved up. The release of the RFP (request for proposal) is expected to come out the end of May or early June.

The College is continuing to be involved in helping to create materials to support the American Memory Project, the \$7 billion semiconductor project that is researching this area to bring about 5,000 new jobs. KCKCC would have a big part in the training of that workforce.

The College received funding for Perkins for FY2024 at \$406,822, which is more than last year. KCKCC received the corrections grant through Perkins for the programs offered at Lansing Correctional Center for \$10,783.

KCKCC earned the Kansas City Business Journal Community Impact award for Centennial Hall. Centennial Hall was one of three (3) construction projects this last year to win in the field of Community Impact. This represents what KCKCC is trying to do with the community.

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

The Motion Carried.

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

- On April 25 at 7:30 p.m. in the Performing Arts Center, säje, a Grammy nominated treble vocal quartet from the Seattle and Los Angeles areas, will perform at the vocal day of the Kansas City Jazz Summit. This is a joint venture with Blue Valley Southwest High School. Congratulations to the music department.

Arts, Communications and Humanities had the annual Electronic Music Midwest Festival. This is between two colleges, KCKCC and one in the Chicago area every other year at our location. There were about 60 composers of new music and Dr. Ian Corbett, Professor and Audio Engineering Coordinator, had a piece premiered.

Mr. Pope introduced Mr. Darren Elliott, Professor and Speech Coordinator, along with four debate students. Mr. Elliott reported they have had a series of national tournaments over the last couple of months and highlighted the students' multiple awards and their banner year.

Trustee Brown led a standing ovation for the students and their accomplishments. Trustee Hoskins Sutton thanked Mr. Elliott for leading the debate team with strong passion.

Mr. Elliott thanked the Board and everyone for their support.

Trustee Daniels gave kudos to Mr. Pope, the faculty and staff on how many programs and opportunities are in the report connecting the College with high school students, other colleges, other programs, businesses and stated the contacts the group is making in the community is impressive.

Vice Chair Isnard gave congratulations to the debate team and requested a 3-minute break for a photo opportunity of the Board with the debate team.

Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Trustee Ash seconded the motion. The Motion Carried. Chair Criswell granted the 3-minute break for the photo opportunity.

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

- The first annual student safety walk of the South side of the main campus with College Police, Facility Services and Student Senate was held, identifying potential areas of improvement. All the notes are being compiled to develop action items. The intent is to repeat this every fall and spring around daylight savings time beginning and ending.

Based on feedback from Trustees, the first meeting about identifying ways to improve grade tracking and grade submission by faculty at the end of semester was held. The team has identified a need to provide reports to Deans and faculty members ahead of the grading deadline regarding which grades are not submitted and instructions to improve submission.

Progress is going well on the Strategic Enrollment Management Plan. The team is in the final drafting stage and have started distributing the plan to campus constituent groups to gather feedback centered around key performance indicators.

Regarding improvements of admissions processing, incoming applications for summer and fall 2023, 2,873 applications have been processed compared to January through April 30th of last year when 2,225 applications were processed. There are 659 applications short of end of May processing from last year so there likely will be a larger applicant class compared to the previous year. In the submitted spring enrollment report, there were some percentage errors that will be updated.

A story was published by KSHB News about the student food pantry and the work Fyn Morrigan, Student Services Coordinator, is doing. The College is working on expanding outreach efforts and partnerships with USD 500 individuals that work with displaced youth in the school system and the Hillcrest Transitional Housing in downtown Kansas City to see what type of programs and services can be done to integrate with the basic needs and priorities.

Upward Bound had their first away trip to Chicago with a large group of students to explore universities. This is good progress of Upward Bound and their recruitment. They have a trip planned to Orlando for leadership development. These are big incentives to attract students into that program.

On April 5th, the Kansas legislature secured enough votes to override the Governor's veto on House Bill 2238 which is known in the media as a transgender ban that requires all K-12, colleges and student athletes' intramurals club sports to participate in the sport based on their biological sex. It also requires all governing bodies, including KCKCC, to adopt rules and regulations to implement the bill. KCKCC will be evaluating that to uphold the law.

Dr. Meiers asked for questions from the Board.

Trustee Hoskins Sutton questioned if the nine (9) graduates for December 2022 that were processed are able to walk in May and if there are more than nine (9) students. Dr. Meiers answered yes, and there are more than nine (9) students. That number reflects the registrar's monthly report.

Trustee Hoskins Sutton continued with a question about the Outward Bound Summer program and where in the process of applying to the College those students stand. Dr.

Meiers answered those students are a combination of 10th through 11th graders, maybe some seniors, and would be potential full-time college students in fall 2024.

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

14. **Chief Marketing and Institutional Image Officer Report:** Chair Criswell called for the Chief Marketing and Institutional Image Office report. Ms. Kristy Green reported the following –
- Attending the Capstone Award program and seeing KCKCC recognized with others in our community and the profile piece in the Kansas City Business Journal was very exciting.

Ms. Green attended the national conference for the National Council of Marketing and Public Relations, which is a community college organization, and KCKCC won a Silver Paragon Award for our social media outreach related to Lansing Correctional Facility.

The strategic plan has been shared with all of the shared governance organizations and will be shared with the campus community to gather feedback. The draft strategic plan will be presented to the Board in May, with the option for approval in June.

Marketing celebrated Community College Awareness Month this month by visiting each campus. The theme was “I love KCKCC.” Blue Devil 1923-2023 pennants and snacks were distributed and students posed for photos with the items. This Friday is Spirit Day so all will wear KCKCC clothing.

Marketing worked in partnership with Dean Bohm’s area on the Nursing Open House. There were over 24,000 engagements with that social media boost and more than 65 people attended the event. This was a successful partnership strategy as has been done with other academic areas related to programs that wanted to grow and get hands on time with potential students.

Going forward there will be a difference in how the website results are reported. To focus on community engagement, student recruitment and student retention, internal website visits have been filtered out and numbers for the outside community are being measured. The internal audience was about 30% of the overall website traffic. As a website redesign process progresses, it is important that it is designed for the external user. The goal is to create a website that makes it easy for those who want to enroll, apply and engage with KCKCC to find the information needed from the outside in. Marketing will be hosting three (3) focus groups this spring with current students and then hope this fall to work with high school students to understand how they use websites, what they access them from and to get some of that base data for the website redesign over the next 12 to 18 months.

Chair Criswell called for questions or comments for Ms. Green.

Dr. Mosier pointed out the look and feel for the institution and the quality of the

marketing materials continues to get better and better. Dr. Mosier gave thanks to Ms. Green and all her staff.

Chair Criswell echoed the thought and thankfulness as there is a vast difference of the marketing look and feel compared to five (5) years ago.

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

The Motion Carried.

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

- The College received \$6 million of the ARPA (American Rescue Plan Act) funds, which is earmarked for the downtown project. This is half of the money that will be received from the state Department of Commerce. The College also received about \$3 million in property taxes.

On the expense side, normal expenses were about \$5.5 million, but half of the College's debt was paid at about \$1.8 million. The expenses appear a little high, but that is due to making big debt payments throughout the year at certain times.

As planned and as expected in the budget, the net revenue will start being depleted because the majority of income over the last few months from property taxes, tuition and state aid has been received. \$5.9 million is how much is planned in net revenue at the end of the year that will go towards reserves. It will likely be more due to soft savings, which will be calculated at the end of the year.

One of the investments the Board authorized comes due tomorrow, it is a \$3.5 million CD that was invested. The new practice and policy of the Board for investments will be followed to seek proposals to renew that. At the Board Finance Committee there was a general discussion about increasing that amount to about \$6.5 million to better use those idle funds while interest rates are high.

The finance department is putting together the budget and has been focused on the revenue side reviewing scenarios of the property tax levy, with assumptions about evaluations and calculations should the Board decide to do revenue neutral, flat or a reduction. The Board Finance Committee will start discussing that in more detail in June when the final valuations from the County have been received. The State funding will be finalized at the end of April including a one-time grant of cybersecurity money and about \$900,000 that will be earmarked for apprenticeships and workforce training.

Facility Services has been tagging all assets, items that are valued at \$5,000 or more. This creates an inventory and it affects financials in terms of assets and depreciation schedules. Another 1,500 items were tagged through the end of March. They are using it creatively for logging maintenance on an item and discussed custodians scanning asset tags to document their duties.

The new work order system went live. The back end of that system provides better reporting, it is a good operational improvement.

Facility Services is renovating the board room and a lot of that work is being done by the College's staff. This shows the skills KCKCC has in staff positions. It will be a great improvement in the usability of the room.

The Facilities Master Plan work continues. In May, options will be brought forward for the Board to have input and provide feedback before it is finalized, which is expected to be in June or July.

Dr. Kneuvean asked for questions from the Board.

Trustee Hoskins Sutton thanked Dr. Kneuvean for nominating Centennial Hall for the Capstone award, it was great to see the College recognized. Trustee Hoskins Sutton commented on the surplus and is glad to see things being done with the surplus. She questioned if the auction company being used is live on campus or somewhere else. Dr. Kneuvean answered the auction is online and is very common. Colleges, universities, school districts and governmental entities are the primary users of the auction service, Purple Wave. It can be used personally by individuals. It has been very successful. Trustee Hoskins Sutton noted the \$300,000 collected at auction and thanked Dr. Kneuvean for spearheading the project. Dr. Kneuvean reported a policy that documents this process will be coming forward in the summer or fall.

Trustee Ash questioned how many investment CDs the College has. Dr. Kneuvean answered three (3). The one that is about to mature was an investment of six (6) months, one authorized prior to Dr. Kneuvean's hire is an 18-month investment and is due in December and the other investment is 12 months and is due March 2024. The typical investment is 6- to 12-months. Dr. Mosier reported the Board Finance Committee discussed the dollar amount being invested is always rolling at 3- to 6-month intervals so the money is available. The College is looking at keeping 6-months or 50% liquidity for the institution that has immediate access and the remaining is being invested.

Vice Chair Isnard questioned the .33% rate of CD number two (2) on the list, Liberty Bank. Dr. Kneuvean answered that was correct and was done before her employment. Vice Chair Isnard questioned if the College could look into sacrificing the interest on that one to call it back early. Dr. Kneuvean will research the option. It is a small CD of about \$510,000.

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

The Motion Carried.

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

- The talent development manager has launched a monthly calendar for all of the

professional development, it is located on the HR MyDotte site. HR is continuing the professional development series monthly. This month was cultural intelligence and team building. Momentum for good attendance is starting.

Ms. McGee and HR attended the KCKCC Career and Transfer Fair to promote the College, KCKCC benefits, open positions, to engage with individuals and share information about KCKCC with individuals in the Wyandotte County community and those coming from near and far to look for opportunities. There were a lot of organizations and attendees present. Kudos to the Student Affairs staff that hosted the career fair.

Human Resources is planning the Employee Recognition Ceremony luncheon on May 5th and hopefully the Board is able to attend.

New employees and exiting employees continue to be surveyed. A detailed report is provided in the Board packet. In this quarter, good feedback continues from new employees that state they have been acclimated into the College successfully with information regarding their performance objectives, the department goals, etc. The College continues to receive high ratings. The area that has seen a decrease in ratings is overall community satisfaction of communication. The College continues to try to identify where overall communication to employees can be improved and how to disseminate information to employees. The College also continues to get good feedback that KCKCC has a friendly environment, individuals are friendly to new employees and individuals that are leaving have identified they have made lasting connections with individuals across the College. HR wants to continue to promote that and make sure the College is creating an inclusive but also engaging and friendly environment to attract individuals and keep them.

With the work from home option, feedback continues about flexible hours and individuals enjoying that option.

Ms. McGee asked for questions from the Board.

Dr. Mosier added there is a lot of great work happening. The College has a lot of venues for communications, there is a need to determine if those venues fit the needs of the college body as a whole. As a point of reference, in all national surveys of colleges and universities the number one (1) complaint is communication and the number two (2) complaint is parking.

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

17. **Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel reported the following –
 - Thanked Media Services for their time and effort setting up the Board meeting.

Thanked Facility Services for all the work they do. They have been tasked with hanging new access points in the field house with a tight timeframe to help provide extra Wi-Fi for graduation and other groups.

A new DNS (Domain Name System) security software is being rolled out. The College is migrating to a new software starting tomorrow to replace an automation program in the background that handles different account items for students. The old system was initially set up in 2009 or 2010, it functions fine but is slow. It takes about two hours to run its processes. The new system will run those same processes in less than 30 minutes. The new software will bring more options including the ability to create a portal to share to the Learning Commons or the Ad Astra staff to create accounts for individuals so when they are on campus, they have an account to log into college computers instead of using a shared visitor account.

On May 5th, Information Services is working with Ellucian on the eRezLife software integration between the eRezLife software and Colleague. The Centennial Hall staff will be able to make changes and manage the eRezLife application. This will help with the automation of assigning door cards, student access to items, etc.

Mr. Gabriel asked for questions from the Board.

Trustee Brune questioned if AI (artificial intelligence) has entered the domain. Mr. Gabriel answered AI was tested while working on the Information Technology Master Plan and it could benefit the College but it is not being used yet. Trustee Brune questioned if there was obvious harm coming from it yet. Mr. Gabriel answered no, as security controls are in place.

Trustee Ash asked about the \$250,000 cybersecurity money coming from the State and if it is part of the Information Technology Master Plan. Mr. Gabriel answered KCKCC has items in place that are being pushed out and will look to enhance items or add items.

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

The Motion Carried.

18. **Unfinished Business:** Chair Criswell announced originally Unfinished Business was not scheduled but understood Dr. Mosier would like to make a downtown campus update. Dr. Mosier reported the update was not made during the president's report, he made the assumption the report was under Unfinished Business. Dr. Mosier reported the following –
- Things continue to move forward and go well on the downtown project. The Owners' Representative is already under contract. This last month, PGAV Architects, the architect and engineering firm, came under contract. PGAV has been interviewing the divisions of the College such as academic affairs, student affairs, TEC faculty programs, IT and security and working with Swope Healthcare and CommunityAmerica Credit Union (CACU) for the programming on what type of space is needed and how many square feet are needed. This information will be put into the design of the downtown building.

This was a month to do some pivoting as the project is closer to coming to fruition. Representative LaTurner's office had not found an account number in the Federal registry that would be the best option to submit the \$3 million proposal for the equipment and instructional technology items for the downtown educational stack. At the 12th hour a decision was made to move that request into the Department of Housing and Urban Development in relationship to economic development that in turn increases the ability for people in underserved areas to afford housing. That switch was made the afternoon it was due. It is now a \$3 million brick and mortar request through the federal department of Transportation, Housing and Urban Development (THUD). The College hopes to hear news of award between October and December.

The State American Rescue Plan Act (ARPA) money, \$12 million from the State and the \$12 million match from the College, currently has a timeline attached to it to spend all funds by June 30, 2024. Heather Morgan, Executive Director, Kansas Association of Community College Trustees, has been informed extensions will be allowed, and he is waiting to get that information in writing. As much of these funds need to try to be spent on the front end of the project as possible. A conversation is being had with a donor who allocated \$1 million to the project, originally assigned to the architect, engineering and Owners' Representative fees, and asking them to push the donation to later in the project so those upfront fees can be paid with the State money. In visiting with the president and CEO of that foundation, a request is going in to use that money either for the identified instructional technology equipment that was on the Representative LaTurner proposal, which was originally \$1 million worth, or brick and mortar. They will take that information to their Board at the end of this month. Good responses are anticipated.

The other area being pivoted is regarding the city planning and the development team of the Unified Government (UG) about the church facility in the original Certificate of Appropriateness (CoA) that was approved in November 2021. The project has made great progress since then. Some of the language is referring to the deconstruction of the church with the appropriate permitting, which the interpretation is the building permit. That timeline, will set the project back nine (9) months which means almost one (1) year until the programs can be offered. The UG staff has been very supportive. On May 1st, I will provide an updated presentation to the Historical Landmark Commission with the new timeline and all the progress that has been made to see if they will approve the appropriate demolition permit which will align with the project's timeline. If they want a full request, another CoA will be submitted, which will be prepared in case they want additional information, but hopefully it will be resolved at the May 1st meeting.

The environmental studies are still being done. A list of construction managers who will be CMAR, construction manager at risk is being put together. The Request for Proposal (RFP) will go out in the next couple weeks. The CMAR will work with the Owners' Representative and the architectural firm to provide budget numbers as the concept is developed so the concept is kept on budget.

Trustee Brune questioned if the Board should be online for support during the May 1st meeting. Dr. Mosier believes that meeting is an update but will ask if there is an opportunity for the community to provide input. The June meeting would want public support. The UG staff is supportive of the project and will speak in favor of the update.

Trustee Daniels mentioned there were reports this week that UG is looking at approving a plan for the Reardon Center. A group was looking at using the East end of the block for athletic fields and Trustee Daniels questioned if that could impact the project. Dr. Mosier answered that was originally on the Willie Lanier/Will Shields Project proposal and that is the piece of property that has been allocated to this project. That was phase three (3) of the Reardon Center redevelopment. There is progress being made by the commissioners, Commissioner Bynum, Commissioner Johnson, the Advisory Council and the Mayor's office with relocation for the Willa Gill Center. There may be more information in the next 60 or 90 days.

Chair Criswell called for additional questions or comments for Dr. Mosier. Hearing none, Chair Criswell thanked Dr. Mosier for the excellent update.

19. New Business:

- Chair Criswell called for the presentation of KCKCC Policies. Trustee Linda Hoskins Sutton, Chair of the Board Policy Committee, presented the following –
 - There are three (3) policies for approval: Bereavement Leave (Policy: 5.13), Medical Emergency Leave (Policy 5.14) and Shared Leave (Policy 5.17) with the procedure. Bereavement Leave and Medical Emergency Leave used to be one (1) policy and these are new policies separating them. The Shared Leave policy is completely new. The Board does not approve the procedures, but for consistency, Ms. Christina McGee stated the Board's approval date will be included at the bottom of the procedure document as it will give the Board a connection to the existence of the policy.

Chair Criswell thanked Trustee Hoskins Sutton for the explanation and asked for clarification if the Board would approve the policies and it would be noted the Board is in support of Procedure 5.17A.

Trustee Hoskins Sutton answered this would confirm the Board saw the procedure and the document should have "Board Approved" on it and today's date to show when this procedure came into existence with this policy.

Trustee Daniels suggested different language be used since the Board does not approve the College procedures, possibly use "Board Recognition" or "Board Notification."

Trustee Hoskins Sutton reported the other procedures already have "Board Approved" documented and it shows the existence. When they have been updated

it does not have “Board Approval,” but it has the update on there. Trustee Hoskins Sutton questioned if we are going to go back and change all the others. It shows when it came into existence.

Trustee Daniels stated not being comfortable showing it as “Board Approval.”

Dr. Mosier commented that typically it would be identified as “Date Updated” with a string of dates to show historical changes, or updates, to the procedure as the Board only approves “policy.”

Trustee Daniels agreed with the updating.

Trustee Hoskins Sutton reiterated her point as when they have updated, they have put that date on there, but “Board Approval” is still on there and that connects it to the approval date.

Dr. Mosier recommended removing “Board Approval” from all procedures.

Trustee Hoskins Sutton recommended it should stay on there because it ties it to the existence. The Board is not involved in the procedure yet all of this comes under the Board because the Board oversees everything that is done.

Chair Criswell questioned if there is an opportunity to amend the procedures being “Board Approved” as opposed to “Date Updated.”

Trustee Daniels agreed with the appropriateness of using “Date Updated” instead of “approval.”

Trustee Hoskins Sutton questioned how to acknowledge when this procedure was put into place without using the language “updated” because the document is not being updated but coming into first existence.

Dr. Mosier acknowledged the first date would be “Date Initiated” and then administration would add either “Date Updated” or “Date Amended” to that language because the Board does approve policies but not procedures. Human Resources will go back and correct some oversight that was not caught in the past.

Trustee Hoskins Sutton agreed and suggested the Board be clear on the language. If we are not going to say Approved by the Board, other language is needed because without the policy you would not have the procedure. There needs to be a connection to follow the procedure to the policy.

Vice Chair Isnard questioned if the Board is approving Policies 5.13, 5.14 and 5.17 but the administration is not asking for action on Procedure 5.17A. Vice Chair Isnard

made a motion to table Procedure 5.17A today to allow administration time to take care of what is needed.

Dr. Mosier advised the procedure should move forward with the policy so as we roll out the policy, the procedure can be shared with the employees. Dr. Mosier gave appreciation for the thought, but recommended amending how the date the procedure is either created or updated is documented. Institutions across the country use "Date Created" and "Date Updated" on the procedure document and the policies have the "Board Approval" date.

Trustee Hoskins Sutton agreed with using "Date Created" so there is a trail of the date that it is created and any updates that are done. Whether the Board approves it or not, everything is supposed to come under the consideration of the Board because voters hired us to oversee everything.

Trustee Brune added the Board's job is to approve policy, not procedure, and does not want to put "Board Approval" on a procedure.

Trustee Hoskins Sutton pointed out the "Board Approval" was on there. Trustee Brune indicated that is part of the cleanup we are talking about. Trustee Hoskins Sutton wanted to make clear this is not something she is putting on the documents and wants to follow the procedure. If we are changing the language, let's go back and change it.

Trustee Daniels reiterated we are not changing the procedure as the Board has never approved procedures and has always approved policies.

Trustee Hoskins Sutton knows there is no change in that at all but it has always said that language on the documents. If we are going to clean it up, let's clean it up and be consistent.

Trustee Daniels motioned to approve the three (3) policies.

Trustee Ash asked for clarification on the Medical Emergency Leave regarding full-time employees could get up to 40 hours with regard to FMLA (Family and Medical Leave Act) and if FMLA begins if someone had an emergency and was off three (3) days or more. Ms. McGee answered not necessarily. FMLA requires that an individual have a serious health condition so for a common cold or the flu, FMLA would not kick in. It has to be that someone is under a doctor's care or they have been hospitalized or incapacitated for a period of three (3) or more days for FMLA to begin. If it is a serious health condition as classified by FMLA, we would trigger FMLA and start their FMLA. We have changed that in the policy. In the previous policy it was college paid, so now you will see that someone has to exhaust their leave before medical emergency kicks in but FMLA would kick in if we identify that it

is a serious health condition.

Trustee Daniels motioned to approve the three (3) policies. Trustee Ash seconded the motion. **The Motion Carried.** Trustee Hoskins Sutton thanked Ms. McGee for the explanation and explained that the Board Policy Committee has input from Ms. McGee, faculty and staff, there is a first reading and a second reading before being brought to the whole Board for approval. Trustee Hoskins Sutton gave appreciation to Trustee Ash for the questions. Trustee Brune mentioned curiosity on the Shared Leave due to her experience with a similar program and questions regarding organizing it by hours or by dollar value.

- Chair Criswell called for the presentation of the FY2023 Master Contract Between The Board of Trustees Kansas City Kansas Community College and the Faculty Association of KNEA Kansas City Kansas Community College.
 - Mr. Jerry Pope brought forth the 2022-2023 faculty master contract. Mr. Pope mentioned Mr. Darren Elliott is the faculty association of KNEA president. They held their vote and it passed. We are presenting it to the Board for a vote to pass the contract.

Chair Criswell called for questions, comments or concerns. Hearing none, Chair Criswell announced we will be conducting a roll call vote. Vice Chair Isnard motioned for approval of the 2022-2023 master faculty contract. Trustee Hoskins Sutton seconded the motion. A roll call vote was conducted. All trustees voted Yes. **The Motion Carried.** Chair Criswell thanked the Board. Trustee Hoskins Sutton thanked the staff and faculty. Trustee Daniels gave congratulations and thanks to both parties. Mr. Pope thanked both the professional negotiations team and the administrative team. Dr. Mosier thanked all.

- Chair Criswell invited Dr. Mosier to present the Alcohol Resolution for the July Wyandotte Economic Development Council's Quarterly Meeting.
 - Dr. Mosier reported the Wyandotte Economic Development Council (EDC) holds a quarterly meeting, usually with drinks and hors d'oeuvres to attract the business community. As the Chair of the EDC Board this year, I want to showcase Centennial Hall, along with Mr. Greg Kindle, the CEO of the EDC. We would like to utilize the Blue Devil Den, which is the game room in the basement of Centennial Hall on July 12th. Since the event is in the summer, there will be a smaller number of students staying in Centennial Hall during that time, so students will not be placed in that hallway and College Police will monitor the entrance to the hallway both from the exterior door to the center area.

Dr. Mosier read the resolution as posted in the Board meeting packet.

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

Chair Criswell called for a motion to enter a third executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-

client relationship with possible action to follow in open session for a 7-minute duration. Open session will take place in Room AA101 and in the virtual meeting room. Vice Chair Isnard made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

Along with Dr. Greg Mosier, College President, and Mr. Greg Goheen, College Attorney, Dr. Kneuvean and Dr. Balog were invited to join the executive session.

The Board was allowed time to travel to the special meeting room. The Board entered the third executive session in Room M118 and in the virtual meeting room at 11:07 a.m. The Board returned to open session at 11:14 a.m.

The Board was allowed time to travel to Room AA101.

At 11:18 a.m., Chair Criswell returned the meeting to open session. No action was taken for the executive session.

20. **Adjournment:** Chair Criswell asked for questions or comments prior to calling for adjournment. Hearing none, Chair Criswell thanked all and gave appreciation for the time the Board of Trustees, faculty, staff, Cabinet and Dr. Mosier put in to make this meeting and to make the success of the College possible.

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

The meeting adjourned at 11:20 a.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, April 18, 2023 – 8:00 A.M.

CONSENT AGENDA – Item A1
Meeting Minutes

1. **Call to Order:** Chairwoman Evelyn Criswell called the meeting to order at 8:04 a.m. in Room AA101 at KCKCC-Technical Education Center and in the KCKCC Zoom meeting platform on Tuesday, April 18, 2023.
2. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Brad Isnard, Mr. Don Ash, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton. Ms. Rosalyn Brown joined the meeting at 8:32 a.m.

They were joined by Dr. Greg Mosier, President, Mr. Greg Goheen, College Attorney, Mr. Jerry Pope, Vice President of Academic Affairs, Dr. Shelley Kneuvean, Chief Financial Officer, and Dr. Scott Balog, Executive Vice President.

3. **Informational:** Chair Criswell invited Dr. Greg Mosier to present the FY2024 Preliminary Budget Considerations. Dr. Mosier shared his approach of examining the status of different areas of instruction, staffing and strategic projects being explored and of developing a budget to fund the initiatives identified as a college with consideration of the mill levy assessment options. Dr. Mosier shared a PowerPoint presentation indicating multiple variables are reviewed for budget items, performance items, etc.

Presentation slides included an Integrated Postsecondary Education Data System (IPEDS) comparison group for 2022; an enrollment overview by race/ethnicity, headcount/credit hours, student type, high school and non-high school headcount/credit hours, enrollment by location showing enrollment remaining flat; a retention overview with KCKCC being ranked #7 of the 19 Kansas community colleges; graduation rates with KCKCC being ranked #13 and outperforming the three (3) urban environment-serving institutions as well as outperforming peer institutions across the country. Faculty salary information compared to peer institutions showed KCKCC is almost identical to Johnson County Community College and is 14-21% higher than the next five (5) Kansas institutions. The efficiency of our

programs and disciplines was reviewed by credit hour per faculty member. Dr. Mosier continued with academic portfolio rightsizing with program proliferation/relevancy and student to faculty ratios. The Facilities Master Plan is being developed to help with facility efficiencies and to accommodate up to 70% growth with available space.

Dr. Mosier shared FY2024 identified priority areas and investment items then two (2) proposed budget scenarios of preliminary expenses projections to accomplish the targeted initiatives with mill levy calculations by valuations, operating revenues and nonoperating revenues. Lastly, Dr. Mosier shared a comparison of where Wyandotte County tax dollars go with KCKCC being the lowest taxing entity of \$0.16 per dollar compared to local school districts plus their libraries.

Dr. Mosier asked for questions from the Board. Hearing none, he thanked all involved in pulling the information together as a great team effort.

Chair Criswell echoed thanks to all that pulled the information together in order for the Board to make an effective decision.

4. **Executive Session(s):** Chair Criswell announced there are three (3) executive sessions with the first executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session. Dr. Mosier requested to amend the duration of two of the executive sessions: 20-minutes versus 15-minutes for the first executive session and 5-minutes versus 10-minutes for the second executive session. Chair Criswell granted the amended durations stating the open session will take place in Room AA101 and in the virtual meeting room. Trustee Daniels motioned to enter into executive session as requested by Chair Criswell. Trustee Brune seconded the motion. **The Motion Carried.**

The Board was allowed time to travel to the executive session meeting room at 8:38 a.m.

The Board entered the first executive session in Room M118 and in the virtual meeting room at 8:40 a.m. The Board ended the first executive session at 9:00 a.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 5-minute duration. All action would take place in open session in Room AA101 and in the virtual meeting room. Trustee Daniels made the motion. Vice Chair Isnard seconded the motion. **The Motion Carried.**

The second executive session began at 9:00 a.m. The Board ended the second executive session at 9:05 a.m.

Due to time, the Board will have the third executive session (for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session (7-minute duration) with all

action taking place in Room AA101 and in the virtual meeting room) at the end of the regular Board meeting.

The Board was allowed time to travel to Room AA101.

At 9:09 a.m., Chair Criswell returned the meeting to open session. No action was taken for the executive sessions.

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

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

The meeting adjourned at 9:10 a.m.

ATTEST:

Chairperson, Ms. Evelyn Criswell

Secretary, Dr. Greg Mosier

Recommendations for Payment

CONSENT AGENDA – Item B

May 16, 2023

- 1) **\$35,616.00** to **Relation Insurance Services–Specialty** for Spring 2023 International Student Health Insurance.
- 2) **\$440,800** to **Copaken Brooks** for the Owner’s Rep Services for the KCK Community Education, Health & Wellness Condominium Association. Funding Source: Downtown Location. KCKCC will pay 80% of this contract amount or a maximum not to exceed of \$440,800. The total contract is \$551,000 through June 2025, and the balance will be paid by Swope Health (16.5%) and CommunityAmerica Credit Union (3.5%).
- 3) **\$2,545,932** to **PGAV Architects** for the Architectural and Engineering Services for the KCK Community Education, Health and Wellness Condominium Association. Funding Source: Downtown Location. KCKCC will pay 80% of this contract amount or a maximum not to exceed \$2,545,932. The total contract is \$3,182,415 through June 2025, and the balance will be paid by Swope Health (16.5%) and CommunityAmerica Credit Union (3.5%).
- 4) **\$435,257.00** to **DH Pace Construction Services** for the Campus Safety/Security project. Requested by Shelley Kneuvean. Funding Source – Campus Police: Safety Expense.
- 5) **\$45,239.38** to **Axon Enterprises Inc** for equipment for the College Safety/Security project. Requested by Shelley Kneuvean. Funding Source – Campus Police: Safety Expense.

April bills totaling **\$2,214,759.22** includes March VISA bills of **\$195,651.50**.

Correction from April 18, 2023 Recommendations for Payment:

- *The amount for Aidex Corporation was reported as \$110,308.26. The correct amount is \$210,568.20.*
- *The amount for Logic Inc was reported as \$210,568.20. The correct amount is \$114,502.09 which includes shipping.*

Items for Ratification

CONSENT AGENDA – Item C

May 16, 2023

- 1) **\$24,200.00** to **Lenovo Inc.** for Notebook ThinkPads for the college's computer refresh for 2022-23. Requested by Peter Gabriel. Funding Source – Information Services: Computer Equipment.
- 2) **\$13,247.00** to **Charles D Jones & Company, Inc.** for equipment for the Heating and Refrigeration program. Requested by Jerry Pope. Funding Source - Htg & Ref: Equip Capitalized over \$5,000.
- 3) **\$23,344.00** to **Convergeone Inc** for the Veeam Backup Renewal. Requested by Peter Gabriel. Funding Source – Information Services: Software Expense.
- 4) **\$23,760.00** to **Employee Resources Systems EAP** for Student Assistance renewal. Requested by Shelley Kneuvean. Funding Source – Finance & Administration: Contractual Expense.
- 5) **\$13,923.00** to **ITRA Icons** for the final payment on Centennial Mural. Request by Shelley Kneuvean. Funding Source – Capital Outlay: Ambient Learning Spaces.
- 6) **\$10,224.00** to **Test Equipment Depot** for pipe threader machines for the HVAC program. Requested by Jerry Pope. Funding Source – Mtg & Ref: Equipment Capitalized over \$5,000.
- 7) **\$12,600.00** to **The University of Texas at Austin** for the survey administration for the Community College Survey of Student Engagement 2023. Requested by Greg Mosier. Funding Source – Research: Contractual Expense.
- 8) **\$19,120** to **Copaken Brooks** for the Owner's Rep Services for the KCK Community Education, Health & Wellness Condominium Association. Request by Shelley Kneuvean. Funding Source – Downtown Location (full contract presented for approval to BOT 5/16/23).

HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D

May 16, 2023

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Resignation	Allen, Karen*	Part-Time Motorcycle Instructor	Adult and Continuing Education	Academic Affairs	03/23/2023
Resignation	Carter, Ardisia	Custodian I	Facility Services	Financial & Facility Services	04/11/2023
Resignation	Crum, Amber	Instructor	Cosmetology	Academic Affairs	05/18/2023
Resignation	Haling, Waylon*	Part-Time Lab Assistant- EMT	Emergency Medical Education	Academic Affairs	12/15/2022
Resignation	Harris, Lakesha	Administrative Assistant I	Cosmetology	Academic Affairs	05/12/2023
Resignation	Kamler, Jenell	Specialist II	Admissions	Student Affairs and Enrollment Management	05/19/2023
Retirement	Detrick, Deborah	Associate Professor	Math	Academic Affairs	08/31/2023
Retirement	Eustice, Kurt	Automotive Lab Specialist II	Career and Technical Education	Academic Affairs	04/20/2023
Retirement	McGowan, Kathleen	Professor	Early Childhood Education	Academic Affairs	05/31/2023
Separation	Davis, John	Security Technician	College Police	Financial & Facility Services	05/02/2023
Separation	Latalladi, Pedro	Part-Time Police Officer	College Police	Financial & Facility Services	03/07/2023

*Human Resources was notified mid-April regarding the part-time employee resignations. The effective date reflects the person's last day worked.

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
Additional Position	Moehlman, Mark	Adjunct	Machine Technology	Academic Affairs	05/02/2023	\$1,031.68 per credit hour
New Hire	Burns, Aaron	Adjunct	Spanish	Academic Affairs	05/08/2023	\$970.32 per credit hour
New Hire	Fryer, Devin	Police Officer	College Police	Financial & Facility Services	05/08/2023	\$54,790 annually
New Hire	House, Hayden	Police Officer	College Police	Financial & Facility Services	04/24/2023	\$49,023 annually
New Hire	Lagerblade, Brett	Assistant Director	Student Success Center	Student Affairs and Enrollment Management	05/01/2023	\$68,500 annually
New Hire	Soriano, Felipe Padilla	Adjunct	Spanish	Academic Affairs	05/01/2023	\$970.32 per credit hour
New Hire	Torres, Micheal	Director	Center for Equity, Inclusion and Multicultural Engagement	Human Resources	05/15/2023	\$75,000 annually
Promotion	Anderson, John	Sergeant	College Police	Financial & Facility Services	05/08/2023	\$67,000 annually
Promotion	Berry, John	Custodian II	Facility Services	Financial & Facility Services	05/08/2023	\$38,000 annually
Promotion	Parsons, Quinton	Paramedic Clinical Coordinator	Emergency Medical Education	Health Professions	05/08/2023	\$61,884.59 annually
Transfer	Egnatic, Megan	Executive Administrative Assistant	Information Services	Information Services	05/08/2023	\$43,130.02 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 voluntarily ends their employment, as indicated on their separation notice.
- **Reassignment**- a change to an employee's current position. It may result in movement within the same organizational unit or another unit, a change in duties, work location, days of work, salary, or hours of work.
- **Resignation**- a formal way an employee voluntarily ends their employment.
- **Separation**- a formal way an employee is involuntarily ending their employment.
- **Interim** - An employee filling a vacant position on a temporary basis until a competitive search process is completed.
- **Additional Position** – an additional position that is given to someone that is actively employed at the college.
- **Non-Renew** – a Professional Employee's contract will not be renewed at the end of their term.
- **Master Contract** - Completion of degree changing the faculty member's class on the contract.
- **Back Pay** – the difference between what the College paid an employee and the actual amount owed to the employee.

Academic Support and Assessment – Dean Cecelia Brewer
Honors/PTK/Undergraduate Research: Dr. Stacy Tucker, Director
Phi Theta Kappa

On the regional level of Phi Theta Kappa, KCKCC received the following awards:

Distinguished Chapter Member

Placed 5th – Emely Lopez-Cardona, Mu Delta, Kansas City Kansas Community College

Distinguished Chapter Officer

Placed 3rd – Elizabeth Daniels, Mu Delta, Kansas City Kansas Community College

Great Idea Award

Placed 4th - Kansas City Kansas Community College

Five Star Chapter Plan

Reached Level Five - Kansas City Kansas Community College

Our Phi Theta Kappa Region is now called the Heartland Region, which consists of chapters from Kansas, Nebraska, and Missouri.

Undergraduate Research

On April 25, 2023, the Interdisciplinary Undergraduate Research Symposium took place in the Upper Jewell Center. Students from KCKCC shared research projects they completed this year. This event was an open session; no formal presentations took place. Faculty, staff, and students had the chance to visit with each student to hear about their research. The on-ground students presented posters while the online student used a flyer as a visual aid to describe research topics. This event included the following topics: Sinus Headaches, Vitiligo, Small Cell Lung Cancer, Schizophrenia, Stephen Johnson Syndrome, Hemorrhagic Stroke, Rickets, Rotator Cuff Injury, Dialectical behavioral and cognitive behavior therapy in relation to anorexia and bulimia nervosa, Music of the Baroque Era, Music of the Classical Era, and Music of the Romantic Era. The Undergraduate Research Program will be hosting Interdisciplinary Undergraduate Research Symposiums each semester. With the help of faculty, these symposiums will continue to encourage both on-ground and online students to participate in the future.



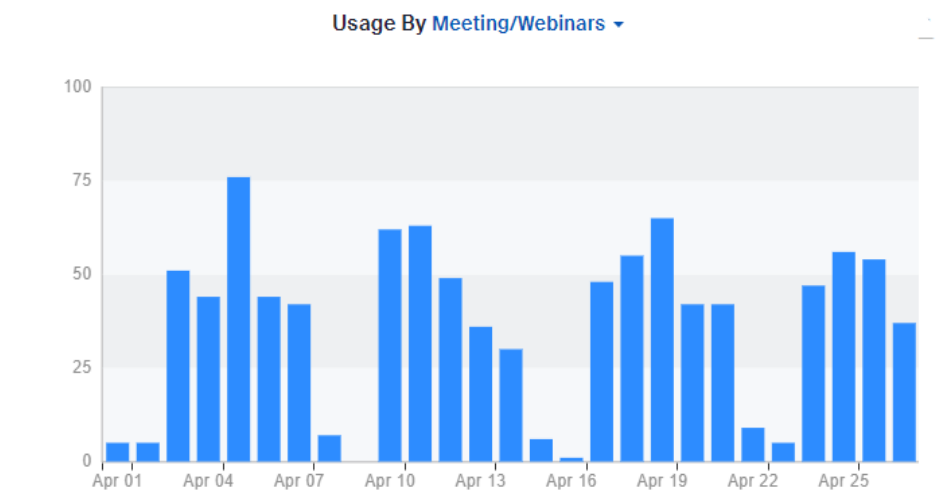
May 2023 Board of Trustees Report
Vice President of Academic Affairs

The Writing Center celebrated the 27th Anniversary of [National Poetry Month](#) established by the Academy of American Poets in 1996. The following literary activities were hosted: a Poetry Contest, Poetry Reading, and a Poem in your Pocket Celebration. In addition, the Writing Club (sponsored by the Writing Center) had its final club meeting of the year.



Online Education Services: Susan Stuart, Director

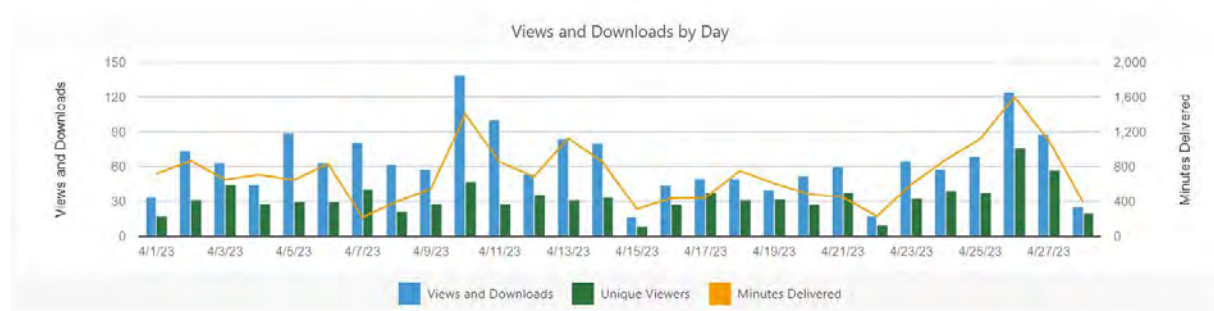
Online Education services supported Zoom meetings with 6,525 participants (over multiple sessions) clocking 267,649 combined minutes for April 1, 2023, through April 28, 2023.



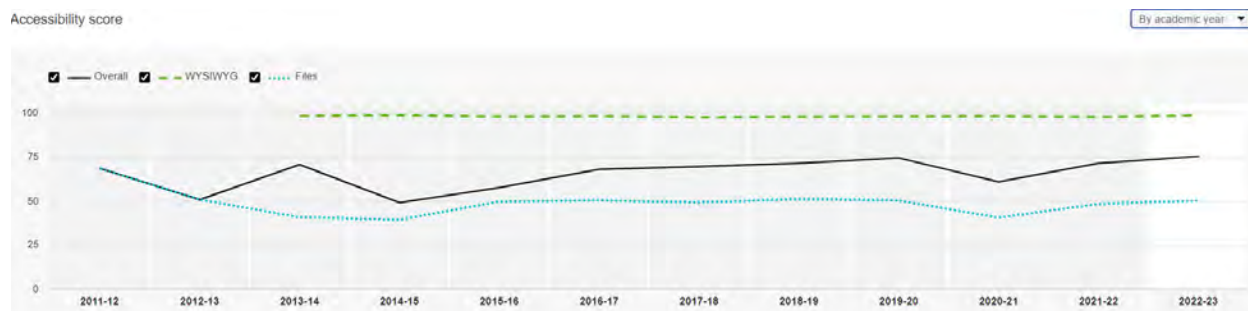
May 2023 Board of Trustees Report Vice President of Academic Affairs

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

The department continues to see an increasing rate of utilization of the class capture software, Panopto. We consistently have many views with 1,787 views through April and downloads of 19,921 minutes accessed by 425 unique users. The integrations between Zoom and Panopto platform, between Zoom and Blackboard, and Panopto and Blackboard continue to encourage the use of these tools.



Accessibility of content in the online environment is 69.8% for Spring of 2023. This is up slightly from Fall 2022 adding .02% despite already meeting our goal of improvement by 2% each year. This is an area where OES continues to work with instructors to make content more 508 compliant and has provided training on this factor as well. Now that faculty have access for Summer and Fall 2023 course shells, we will begin to monitor the content in those semesters as well.



OES scheduled 24 faculty trainings through the month of 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.

OES continues to support the office at the Dr. Thomas R. Burke Technical Education Center which is staffed two days a week and continues to support the Pioneer Career Center one day a week with a staff member.

May 2023 Board of Trustees Report Vice President of Academic Affairs

Online Education Services staff resolved approximately 271 tickets, calls, or email support requests from the start of the term through April 28, 2023. The majority of these are emails and phone calls as students and faculty are still adapting to the new helpdesk system.

Online Education Services began creating a once a term newsletter to help faculty navigate some of the newer information about teaching and learning with technology. This spring's newsletter was dedicated to artificial intelligence (AI) generated text.



ONLINE NEWS

SPRING
2023

Kansas City Kansas Community College

What do AI Chatbots Mean for My Class?

ChatGPT

As technology continues to evolve, the way we approach education is changing. One of the latest tools to emerge is ChatGPT, a language model developed by OpenAI. In this article, we will explore what ChatGPT is, how it can be used in academics, and what instructors can do to prevent academic dishonesty by students.

What is ChatGPT?

ChatGPT is an artificial intelligence program that is designed to generate human-like responses to natural language prompts. This means that it can be used to simulate conversations with humans, answering questions and providing information in a way that is designed to be similar to how humans communicate with each other.

How can ChatGPT be used in academics?

There are a variety of ways that ChatGPT can be used in academic settings. For example, it can be used to provide students with

instant feedback on their work. If a student submits an essay, for instance, ChatGPT can provide feedback on the structure and clarity of the writing, as well as identifying any areas where the student may need to improve.

Another way that ChatGPT can be used is to provide students with assistance in completing assignments. For example, if a student is struggling with a particular problem in math or science, ChatGPT can help to guide them through the process of finding a solution.

ChatGPT can also be used to help instructors with grading. For example, if a student submits an essay, ChatGPT can be used to identify potential instances of plagiarism or other forms of academic dishonesty.

While ChatGPT has many potential benefits in a higher education setting, there are also some drawbacks that should be considered. Here are some advantages and disadvantages of using ChatGPT in higher education:

Advantages:
Instant Feedback: One of



An illustration of a robot typing. This article was written by ChatGPT, an artificial intelligence engine, to show the progress these programs have made in academic writing.

the primary advantages of using ChatGPT is that it can provide instant feedback to students. This is particularly useful for assignments that require a lot of writing or analysis, where students may benefit from immediate feedback on their work. According to a study by Robinson et al. (2020), "the use of AI feedback led to significant improvements in the quality of student work."

Personalized Learning: ChatGPT can also be used to personalize learning for students. By providing customized feedback and assistance, instructors can help students to focus on areas where they may need more help or guidance. This can be particularly useful for students who may be struggling in a particular subject or who have unique learning

needs. According to a study by UNESCO (2021), "AI-powered personalized learning has the potential to revolutionize the way we educate students."

Cost-Effective: ChatGPT can be a cost-effective way to provide feedback and assistance to students. By using AI-powered tools, instructors can reduce

See Chatbots, Page 2.

KCKCC Offers AI Detection Tools

SHAUN PATE

Turnitin's New AI Writing Detection Tool

Turnitin now has an AI detection for assignments submitted through Turnitin assignments in Blackboard. Like the similarity report, which gauges potential plagiarism, the AI detection tool displays a percentage regarding the amount of content which is believed to be written by AI. According to Turnitin, the recognition of AI generated content is accurate 98% of the time, with only 1% of these being false positives.

You can access this tool from the Turnitin Feedback Studio. After you enter the studio to review a submission, you will see the new icon on the bottom of the ride side panel.

When you click on this icon, a new window will appear and you will have access to the report which shows the percentage of AI generated content along with additional information about Turnitin's AI detection tool.

KCKCC provides several tools you can use to combat AI related academic dishonesty, including Turnitin and Respondus Lockdown Browser

For more information contact Online Education

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Using Xerte to Add Interactivity



COURTESY OF XERTE

Xerte is an award-winning suite of browser-based tools that allow anyone with a web browser to create interactive learning materials quickly and easily. Content can be delivered to all devices using standards compliant HTML5 and a responsive

template can deliver material to both small screens and large desktop computers.

Xerte provides a suite of tools for creating rich, accessible interactive content. For many educators, effectively exploiting technology in their teaching requires overcoming a number of technical barriers. Xerte provides simple online tools that anyone can use to create effective interactive materials easily. Xerte is free and open-source software developed by a wonderful community.

Access Xerte at <https://xerte.kckcc.edu/xertetoolkits/>

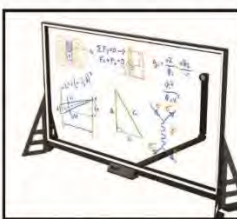
Introduction to eGlass Lightboard

SHAYEN PATE

The HoverCam eGlass Transparent Lightboard is a versatile and effective tool for teaching and content creation. Its durable design, clear writing surface, and compatibility with a variety of software make it a valuable asset for educators looking to enhance their teaching experience

This technology utilizes a transparent glass board which is illuminated on all sides, creating a vibrant and easy to read contrast between the background and the content you want your students to see.

Additionally, the camera can be used to live-stream sessions, making it an ideal tool for distance learning, online tutoring, or even for creating instructional videos with its recording capabilities.



An example of an eGlass Lightboard.

Finally, users can position the height and angle of the Lightboard as it is safely secured to an adjustable desk, creating a customized and comfortable experience while you write, draw, and annotate throughout your sessions.

Chatbot Continued from Page 2

the amount of time and resources needed to provide feedback, which can help to save time and money. According to a study by Oviedo et al. (2021), "using AI-powered tools for grading can reduce the time and resources required for grading, which can help to make the grading process more efficient and cost-effective."

Disadvantages:

Potential for Bias: One of the primary concerns with using ChatGPT is the potential for bias. Because the AI models are trained on large datasets, they may inadvertently learn and perpetuate biases. This can be particularly problematic in fields such as social sciences, where bias can have serious consequences. According to a study by Holstein et al. (2019), "AI models can perpetuate biases and stereotypes, which can have significant negative impacts on marginalized communities."

Limited Understanding: ChatGPT models have limited understanding of context and nuance, which can make it difficult to provide accurate feedback or assistance. This can be particularly problematic in fields such as literature or writing, where the meaning of a text can be highly

dependent on context. According to a study by Dey and Bhaumik (2020), "ChatGPT models may struggle with understanding the nuances and complexities of language, which can limit their usefulness in certain settings."

Potential for Cheating: ChatGPT can also be used by students to cheat on assignments or exams. Because the AI models are designed to generate human-like responses, students may be able to use them to generate answers that mimic their own writing style. According to a study by Vouk et al. (2021), "ChatGPT models may be used by students to cheat on assignments or exams, which can undermine the integrity of the academic system."

Preventing Academic Dishonesty with ChatGPT

While ChatGPT can be a powerful tool in academic settings, it is important to take steps to prevent academic dishonesty. Here are a few tips that instructors can use to prevent cheating and plagiarism with ChatGPT:

- Clearly define expectations and guidelines for academic honesty. Make sure that students are aware of what is considered acceptable and unacceptable behavior.

- Use plagiarism detection software. There are a variety of tools available that can help to identify instances of plagiarism, including those that are generated by ChatGPT.

- Monitor student activity. Keep an eye on student behavior during exams and assignments, and look for signs of cheating or plagiarism.

- Use alternative assignments. Consider using alternative assignments that require students to demonstrate their understanding of the material in ways that cannot be easily replicated by ChatGPT.

Conclusion

ChatGPT is a powerful tool that can be used in a variety of academic settings, from providing students with feedback and assistance to helping instructors with grading. However, it is important to take steps to prevent academic dishonesty, including defining expectations for academic honesty, using plagiarism detection software, monitoring student activity, and using alternative assignments. With these precautions in place, ChatGPT can be a valuable asset to any academic program.



Free Local Summer Conference
<https://colleague2colleague.org/sidlit-august-2-4-2023/>
SIDLIT 2023: Getting Together, Staying Together, Building the Future Together
Wednesday, Aug. 2 – Thursday, Aug. 3

Join us this summer as our community of professionals in online learning, educational technology, and instructional design come TOGETHER for knowledge sharing and peer learning. In today's climate, when disagreement, divisiveness, and disruption seem inescapable, we will take this opportunity to focus on Getting Together, Staying Together, and Building the Future Together.

Need help with Blackboard? Call us at 913-288-7479, Option 1, or e-mail us at Online_Education@kckcc.edu

Center of Teaching Excellence: Tom Grady, Director

The Center for Teaching Excellence offered the following academic symposiums this spring:

- March 7: Roger Booker, adjunct faculty, History, presented on "*The History of the Privatization Movement of Public Schools.*"
- April 4: Michael James, Assistant Professor and Addiction Counseling Coordinator, presented "Mental Health Needs Among College Students: Awareness, Prevention, and Intervention by Faculty, College Staff, and Students."

The academic symposiums support the creation of a community of learners who engage in academically informed discourse using critical analysis on a variety of topics.

The Center for Teaching Excellence in conjunction with Faculty Senate recognized the recipients of the Fall 2022 TEACH Award in a ceremony held in the Center for Teaching Excellence on Friday, March 7, 2023. The two award recipients were Todd Gordon, Professor, Physics &

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Physical Science and Kristofer Paul-White, adjunct faculty, Health Professions. The TEACH Award is a peer nominated award and recognizes faculty who demonstrate teaching excellence.

On Monday, April 10 (2:30 – 3:30 p.m.), the Center for Teaching Excellence hosted a session “*Applying Universal Design for Learning to Support Students with Assignments*” presented by Dr. Kevin Kelly. Kevin Kelly works as a part-time lecturer, higher education consultant for the Association of College University Educators (ACUE), author, and speaker in the field of education technology. His books include [Advancing Online Teaching](#), [Going Alt-Ac](#) and the forthcoming *Making Courses Flexible*. This spring, eight faculty members are participating in a Faculty Teaching Circle utilizing Dr. Kelly’s book, *Advancing Online Teaching: Creating Equity-Based Digital Learning Environments*.

The Center for Teaching Excellence continues to provide support for faculty who are interested in designing hyflex/hybrid courses. **First Fridays!** spring professional development sessions focus on hyflex/hybrid teaching and are listed below:

2/3/23: *Teaching in a Hyflex/Hybrid Classroom: What is it? How Do I Get Started?*

Description: In this session, information will be provided that describes hyflex/hybrid teaching and how faculty can get started if they are interested in this modality.

3/3/23: *Teaching in a Hyflex/Hybrid Classroom: Getting Started with Technology*

Description: The second session of the teaching in a hyflex/hybrid classroom series will focus on providing instructions for faculty on how to get started with the technology.

4/7/23: *Teaching in a Hyflex/Hybrid Classroom: Course Design*

Description: Teaching a hyflex/hybrid course requires strong, intentional course design strategies. The third session in this series will provide information regarding effective course design.

5/5/23: *Teaching in a Hyflex/Hybrid Classroom: Teaching and Learning Strategies*

Description: The last session of this series will provide information about effective teaching and learning strategies faculty can implement in a hyflex/hybrid class.

Tom Grady, faculty director, Center for Teaching Excellence, presented “Student Engagement: Learner-Centered Instruction” for the Kansas City Professional Development Council on Thursday, April 27, 2023, (1:00 – 3:00 p.m.).

Below is the complete list of professional development sessions offered this spring to support KCKCC faculty:

Blue Devil Faculty Academy:

The Blue Devil Faculty Academy (BDFA) is a year-long orientation program for new full-time faculty. All sessions were offered via Zoom, recorded, and then uploaded onto Blackboard.

- *Teaching with Technology* - Shaun Pate

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Date: 1/25/23

Description: The focus of this session is to share and discuss best and effective practices regarding instructional technology.

- *Building a Community of Learners in Your Course* - Tom Grady

Date: 2/8/23

Description: In this session we will focus on instructional practices and techniques that can engage students, develop self-directed learning, and build a learning community.

- *Active Learning Strategies* – Tom Grady

Date: 2/22/23

Description: Interested in creating a learning environment either online or face-to-face that is characterized by highly engaged learners? This session will provide participants with plenty of techniques and tips that are more likely to increase active learning, improve social skills, and demonstrate higher levels of critical thinking.

- *Using Feedback to Improve Your Teaching* – Tom Grady

Date: 3/8/23

Description: "Considerable research shows that gathering feedback throughout the term allows an instructor to improve even very challenging classes, strengthen student learning, enhance student motivation, and positively alter student attitudes toward the instructor and course, as reflected in end-of-term student ratings" (Cohen, 1980; Fabry et al., 1997; Hamilton et al., 2002; Hampton & Reiser, 2004). Come to this last session in the series and learn more about how faculty can use feedback to strengthen teaching and learning in their courses.

- *Recording Effective Micro Lectures* – Tom Grady

Date: 3/22/23

Description: Micro lectures are short (6 minutes or less), instructor-produced videos that are designed using a structured format to provide effective explanations of a single key concept or specific skill set. Learn how to use this format to help maintain student attention and allow students to reengage with the content when and if needed.

- *Engaging Students in Readings and Micro Lectures* – Tom Grady

Date: 4/5/23

Description: There are a variety of ways to keep students engaged in the content and help them focus their attention on what is most important. Learn how to use a variety of practices to assess how well they are learning and making key connections such as using guiding questions, preparing online discussion forums, developing skeletal outlines and more.

- *Reflective Practice* – Tom Grady

Date: 4/19/23

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Description: The focus of this session is to provide each of you with an opportunity to reflect upon your first year at KCKCC and share your successes with the group. We can all learn from one another and if there was a high impact practice(s) you found success with, feel free to share!

Two for Tuesday: 20 Minute Mentors

2:00-3:00pm on the 2nd and 4th Tuesday of each month.

All Sessions were offered via Zoom, recorded, and then uploaded onto Blackboard.

2/14/23

How to Run Your Online Classroom So It Does not Run You!

Description: For faculty teaching online who are overwhelmed with the process and unable to create a meaningful learning experience, this Magna Online Seminar presents strategies to establish and manage workflow to control the classroom and make space for creative teaching.

How Can I Apply a Resilient Mindset to My Teaching Practice?

Description: For faculty experiencing burnout from tough pandemic teaching conditions, this 20-Minute Mentor shows you how one educator embraced resiliency to create a positive outlook in a difficult time.

2/28/23

Using Interleaving in Course Design to Improve Retention

Description: For faculty whose students are not retaining course concepts for the duration of the semester, this Magna Online Seminar explains interleaving content during instruction and studying to improve student success through increased content retention.

Using Student Feedback to Immediately Improve Teaching

Description: For teaching faculty who are looking for continuous improvement in their instruction, this Magna Online Seminar demonstrates how real-time evaluations and teaching improvement benefit both current students and the instructor.

3/28/23

How Can I Adapt 5 Popular Classroom Assessment Techniques (CATs) to the Online Classroom?

Description: This 20-Minute Mentor shows you how to use the insights gained from using CATs to adjust future lessons and target your instruction to better meet the needs of your students.

An Online Educator's Guide to Using Zoom Features to Enhance Student Interactivity

Description: Only a few months ago, educators across the world were plunged into the world of distance learning with very little and often no training whatsoever. As teachers and administrators prepare for the Fall 2020 semester, this Magna Online Seminar will help you keep your online synchronous classroom from being simply lecture-based through a variety of interactive learning techniques that will keep your synchronous classroom buzzing.

4/11/23

What Interventions Help Students Master Deep Reading and Engage with Assignments?

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Description: For faculty who have mixed- or low-level reading skills among students combined with course materials that are reading intensive, this 20-Minute Mentor details skills to implement that help strengthen student reading as well as instructional techniques to intervene before students lag behind.

Giving Narrative Shape to Your Online Classroom

Description: More than ever, students are motivated by knowing how a course will serve them in future learning or in life after college. This Magna Online Seminar helps faculty create a narrative that connects daily learning to future careers.

4/25/23

How Can I Adapt My Teaching So Students Thrive in a Poly synchronous Classroom?

Description: For teachers in any modality that are required to synchronously teach students in-person and virtually, this 20-Minute Mentor details how poly-synchronous instruction can provide concrete tools for adapting teaching to both modalities to maximize through learning.

On-the-fly Assessment Strategies for the Active Learning Classroom

Description: If you are hoping to assess student learning in real time to improve learning outcomes and student engagement, this online seminar offers more than 10 specific techniques for doing so, explained in detail, with examples of how to use each in the classroom.

Arts, Communication and Humanities – Dean Dr. Donna Bohn

From Jim Mair (Instrumental Music):

Jazz Summit, April 25-28, was a huge success with 73 ensembles participating over 4 days.

These were High School and Middle School groups from Seattle to St. Louis to Tulsa, resulting in approximately 1,500 kids on campus.

This is a complete team effort! Jim introduces every band performance, our students run the stage, warm-up room, bus drop-off, band hosting and all lobby activities. Gary Mosby assists with the stage set up and lighting; Randy Royer provides the warm-up room and covers video and Live Streaming; Ian Corbett oversees the audio engineering and recording; Facility Services provides moving support; John Stafford and Justin Binek go beyond to assist; and adjunct faculty and area professionals provide a world-class adjudication experience. Our top students (Downbeat winners) presented daily workshops that were well received simply because of the way they played and the fact that they are close to the age of the participants.

Our goal is to provide a first-class event that includes the coolest stage experience, the best sound, the best equipment to play on along with the best and most pedagogically relevant and up to date educational critique. Each band receives a recording of their performance suitable for submission to state and national conventions and festivals.

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From John Stafford (Vocal Music):

Grammy-nominated guest artist, säje, performed on April 25 to a large audience in the PAC as a part of the KC Jazz Summit.

KCKCC Chamber Choir performed with Portland-area singer-songwriter Dr. Kathleen Hollingsworth at Community Christian Church (KCMO) on Sunday, May 7, at 3pm.

KCKCC Jazz Ensembles performed at Soirée Steak and Oyster House in the 18th and Vine Jazz District in KCMO on Monday, May 8, from 5pm to 9pm.

John adjudicated high school vocal jazz students at the 18th and Vine Jazz Festival on April 22. He was also selected to conduct the Wyoming All-State Jazz Choir in February 2024.

From Traci Dillavou (Speech)

The Adjunct Appreciation Expo was a success. Co-organized by ACH Adjunct Coordinator Traci Dillavou and the other Adjunct Coordinators on campus, many adjuncts on campus were able to visit with each other, enjoy lunch, and receive information from various resources on campus (like the Center for Teaching Excellence, VP Jerry Pope, the Senate presidents, their deans, the bookstore, campus police, and so much more). It was great to see so many adjuncts make connections on campus.

Additionally at this event, four of our division jazz students performed: Andrew Madden; Michael Suriano; Henry Fears; Ahmarie Miller. Art Instructor Shai Perry, of the campus Art Gallery, also offered a beautiful art exhibit of several pieces by KCKCC student artists for all who attended to view and enjoy.

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Adjunct Appreciation Expo, Saturday, April 22, 2023

On Tuesday, May 23, from noon to 1 pm, Traci Dillavou will present a professional development event for faculty and staff titled “Constructive Communication in the Workplace: How to Support Colleagues using Confirming Communication Strategies.” Session Description: Using communication that supports our colleagues is not as easy as it sounds. Treating each other as unique and valuable individuals does not always come naturally in disagreement. This can be especially difficult in situations where one must craft language that involves potential confrontation. In this session, participants will learn the difference between using confirming and disconfirming communication, how to implement "I Language" into their own vocabulary, and finally, attempt to practice these new skills with case studies and professional examples.

From Dr. Aaron Margolis (Humanities):

On April 8 and 15 as part of the Kansas Humanities funded project, *KCKCC Humanities Talks*, Professor of English Tasha Haas conducted the seminar, “Writing Your Own Life: How to Start Your Memoir” at Leavenworth County Historical Society.

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From Dan FitzGerald (ESOL):

The Student Organization of LatinX hosted a Garnacha Fest to celebrate Cinco De Mayo on May 3 from 12:30-2pm. This event included two food trucks, a DJ and salsa lessons. Students have put in a lot of time and thought into planning this first-time event and we are excited to see how it comes together. This event was free and open to the public.

Ten Student Organization of LatinX students attended the LUNA dinner at JCCC which featured a nationally recognized speaker, Saul Flores. This was a great opportunity to see what kind of event the Latin club at JCCC could put together. The two SOL advisors Dan FitzGerald and Michelle Overholt also attended the event.

On May 11, the ESOL program hosted a potluck lunch to celebrate the end of the semester and the students who have completed the ESOL program and are moving on in their academic and professional lives. There was a similar event on May 5 for the ESOL evening program.

The ESOL Level 3 Listening and Speaking class did an English pronunciation project with children's books. Then they went to the KCKCC day care and read books to the children.

On April 21, a group from Turner High School visited one of the ESOL classes to learn about the ESOL program and life as a college student.

On May 3, a group of ELL students from Lawrence High toured KCKCC and met with ESOL students to learn about the ESOL program and college life.

From Clint Ricketts (Studio Arts):

Digital Design student Justice Burris has finished his mural in the Art Studio common space. A celebration to commemorate this accomplishment and to celebrate our graduating students was held on Thursday, May 4.

The Art Club is heading to Chicago for four days on May 19. We will tour the school of the Art Institute of Chicago and visit the numerous museums and galleries in the city while there.

The Art Club has finished installing work in the Art Studio display case. The club is calling the space the "Pop Shop." The goal is to sell student work to raise money for future Art Club events and the artists who have contributed.

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Mural by Justice Burris



Pop Shop

From Shai Perry (Art Gallery)

Exhibit Updates:

- The Art Gallery's newest exhibition highlights the talent of KCKCC student artists. Art professors nominated their students to apply for this exhibition, and local artist Isaac Tapia of IT-RA ICONS, juried for the show and selected the winners. As part of this exhibition, the Scenic Route Student Literary & Fine Arts magazine hosted an awards reception and poetry readings from **5 to 7 pm on May 4** in



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the Art Gallery, Room 2346 in Lower Jewell. There were readings by authors and poets published in the magazine. The award winners for the contest were announced. The exhibition runs until May 18.

- Prior to the awards reception there was a KCKCC Visual Arts Grad Celebration, mural unveiling, and pop-up shop grand opening **from 3 to 5 p.m.** in the Art Studio, Room 2160 in Upper Humanities. This potluck event celebrated the KCKCC Art Department's 2022-23 graduates as well as the opening of the KCKCC Art Society's pop-up shop, featuring mural art by Justice Burris. Both events are free and open to the public and are hosted on KCKCC's Main Campus.
- **Third Friday Art Walks in KCK** event coming up May 19 from 5-9pm on 6th street.
- 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.**



Ambient Space:

- Preparations for a Double Sculpture Unveiling of Rita Blitt works.
 - The first sculpture will be on display in front of the Learning Commons building titled *Resilience*, and the second will be by the pond on the backside of Jewell building titled *Perseverance*.
- If you would like to join the conversation at the next Art Committee meeting, please contact the art gallery staff for more information.



Career and Technical Education – Interim Dean- Ashley Irvin

1. The SkillsUSA Kansas State Championship competitions were held around the state in late March and April. Career and Technical Education (CTE) programs sending students to the competitions included Automotive Technology, Construction Technology (PCC), Culinary Arts, Electrical Technology, Nail Technology, and Welding Technology. The following students received medals:

- Baking and Pastry Arts – **GOLD** Lizbeth Delamora (high school division)

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- Culinary Arts - **GOLD** – Justin Webb (postsecondary division)
- Baking and Pastry Arts – **SILVER** - Luis Martinez (postsecondary division)
- Culinary Arts – **SILVER** - Ezequiel Cuevas-Perez (high school division)
- Baking and Pastry Arts - **BRONZE** - Emmani Jackson (high school division)
- Carpentry – **GOLD** – Tyler Henson (high school division PCC)
- Nail Care – **GOLD** - Flor Molina (high school division)/Emily Sanchez Guzman – Nail Care Model (high school division)
- Automotive Maintenance and Light Repair – **BRONZE** - Coner Berry (high school division)

All Gold medal winners at the state level will advance to the national SkillsUSA competitions that will be held in Atlanta in June.



2. The Welding Technology Program proudly selected two exceptional high school students to represent it in the Neosho County Community College High School SMAW Invitational Welding Competition on April 6. Quentin Enriquez and Nolan Fitzsimmons demonstrated their exceptional welding skills while competing against 88 contestants.

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Their impressive performance resulted in Quentin securing the 11th position and Nolan securing the 15th position, highlighting their talent and potential in the field of welding.



3. The Automotive Technology Program held a “Ford” Day. Ford reached out to the program and asked to host a day where it would invite all the local dealerships to bring representatives to show the students new Ford technology and diagnostic tools. The turnout for this first event was a little low, with only one dealership showing up, but some field service technicians also attended. The students got valuable time with the representatives and students got some employment offers.

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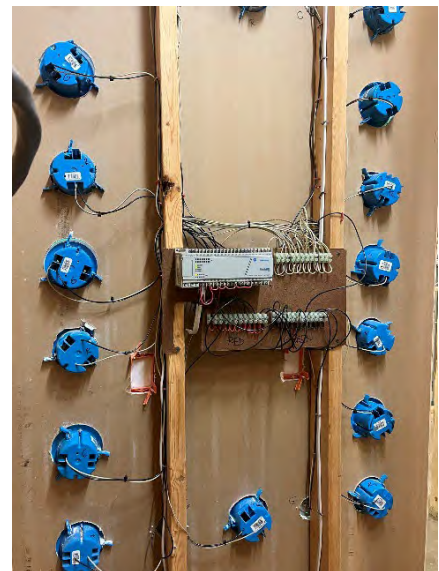
The program also had Ford donate a pallet of differential tools and equipment to train the students on servicing them. This will be a good update to the driveline class since most of it looks like modern versions of the tools. The Automotive Technology Program is incredibly grateful for these partnerships and donations from Ford.

4. A live event video was produced by the Multimedia/Video Production Program's "Introduction to Video Production" class for the Kansas City Kansas Police Department (KCKPD) on April 5. The entire production was student-led, and the set was completely virtual. A green screen was used for the background. The production was also mostly in Spanish. To date, the video has received more than 2,700 views and has surpassed the program's March video by 1,000 views. The video is posted on the KCKPD Facebook page or it can be viewed using the link below:
<https://www.facebook.com/KCKPolice/videos/761714822135791/>

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5. The Electrical Technology students at the Pioneer Career Center worked on a “Flashing Color Lights Project” that was done through PLC programming.



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6. Students in the Construction Technology Program at the Pioneer Career Center worked on bending metal with a brake press in April.



7. The Culinary Arts Programs at the Technical Education Center and the Pioneer Career Center celebrated their senior student Capstone Cafés in April.
8. DeShawn Bailey, Nail Technology Instructor, presented the program's April Student of the Month award to Melanie Felix. Melanie was chosen for her outstanding ethics as far as attendance, testing, communication, and skill learning abilities.



Pictured from L-R: Janice Williams, Nail Technology Lab Assistant, DeShawn Bailey, Melanie Felix, and Interim Dean Ashley Irvin.

9. Rich Piper, Director of Technical Programs, and other staff members have been attending various career fairs at local high schools in April promoting the CTE programs and those associated with FAME. KCKCC representatives also attended the Shawnee Mission

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School District Career and Technical Campus for a career fair on April 13 to promote FAME.



Basehor-Linwood High School career fair on March 23 with KC FAME Chapter representative Chris Tucker, VP of Operations for INX Incorporated in Edwardsville, KS.



Turner High School career fair with Victoria Purvis, Senior Human Relations Specialist at Rise Baking in Bonner Springs, KS.



KCKPS Diploma+ Career Fair at Schlagle High School on April 27. This career fair included all high schools in the KCKPS district including Sumner Academy and Fairfax Academy.

Health Professions – Dean Dr. Tiffany Bohm

Nursing

Senior RN students participated in an interdisciplinary simulation with Respiratory Therapy students caring for clients in both ED and ICU settings. It was a wonderful opportunity for students to provide care as a team and make clinical decisions in a safe, simulated setting. Student feedback indicated the event was helpful and prepared them for practice.

Both the RN and PN programs asked students and faculty to nominate someone for the department's new "Nursing Superstar" award. We received 60+ nominations! We know great work is going on in the programs, but it was wonderful to read about some of the things that occur behind the scenes that facilitate student success. A committee has selected an RN student, a PN student, an RN faculty, and a PN faculty that they felt were the most outstanding based on the nominations. These individuals will be recognized at pinning on May 17.

Physical Therapist Assistant

- Students participated in a joint PT/PTA lab with KU Medical Center Doctor of Physical Therapy students on April 21. This activity was initiated before the pandemic but has been on hold since 2020. We are excited we were able to restart it as feedback from both groups indicates it is a positive learning experience.
- Dr. Deanne Yates participated in "Career Day" at Frank Rushton Elementary School on April 26. She worked with students from Kindergarten through 5th grade to demonstrate activities typically performed by a PTA. Students had fun putting on gait belts, doing a Timed Up and Go test, and getting KCKCC Health Professions swag!

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- First semester students joined the Medical Assistant program on April 28 to assist with the monthly Harvester's food distribution at the TEC.
- There will be 17 students graduating in May. Pinning is on May 16 at 6:30pm TEC.
- The program has admitted 15 students for the fall cohort. We have the capacity to go to 20 so we will continue to accept and review applications for the next few months.

Respiratory Care

- The Commission on Accreditation for Respiratory Care (CoARC) completed the 10-year reaccreditation site visit on April 20-21. The visit report reflects the hard work of the team as we appear to have met all criteria for re-accreditation. We are already in the process addressing some of the opportunities for development, including alternative delivery methods for the curriculum.
- Since the program moved from Bethany Hospital, Tammie Jones has been a valuable and lively part of our faculty. In June, she will be retiring. We are all sad that we will not see her every day, but we are so thankful for the more than 30 years she has dedicated to educating future respiratory therapists. Congratulations on your well-earned retirement, Tammie!
- The 10 graduating students delivered their capstone case study presentations on May 12 at the TEC. This event is open to the respiratory community to earn continuing respiratory care credits.
- The program received new active learning classroom/lab furniture in rooms 1901, 1902, and 1905. The students and faculty are thrilled with the updates and the site visit team was also impressed. A huge thank you to Dr. Jelena Ozegovic for working hard to get the furniture delivered in time for the site visit!

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

The Enactus Club sold coffee at the Ethnic Festival as a fundraiser for their group.



Wellness director, Rob Crane, was honored with a high five through the college's colleague recognition program. Linda Jordan gave him a high five for thoughtfully purchasing braille Hot Wheels cars for two visually impaired people in the office.

May 2023 Board of Trustees Report
Vice President of Academic Affairs

Congratulations to Kris Ball who took a certification test for “Personal Finance Instructor” through NBEA and passed!

Dr. Ross Stites visited with USD 232’s Advisory Committee for pre-engineering. He is busy making connections on dual enrollment for the electronics program. Keep growing the program Dr. Stites.

Biotechnology student and dual high-school enrollee Shayne McRae was awarded a \$10,000 scholarship: the KC Royals Charities Scholarship. This award was presented to only 5 students. A celebratory luncheon was held which was attended by Liz Hicks, adjunct instructor.



Dr. Kremer attended the closing ceremony for Saturday Academy. Many thanks to the Director of Admissions and Recruitment, Teressa Hill, for presenting to Academy participants about attending KCKCC. A great thank you to Doug Riedel, Senior Vice President of Sales & Marketing at Burns & McDonnell, for his presentation on preparing for an engineering related career.

Ten Academy participants are graduating seniors and received a parting gift from the Academy.



May 2023 Board of Trustees Report
Vice President of Academic Affairs

MSBT Adjunct Coordinator Kara Reed had all good things to say about the Adjunct Appreciation Expo held on Saturday, April 22, at TEC. Adjuncts were able to get information and "goodies" from various groups from across the college, enjoy music and art presented by talented KCKCC students, and share a meal while getting to know their colleagues from other divisions. Rob Crane went and represented the Wellness and Fitness Center. Biology Coordinator Leslie Watkins was also in attendance.



A Kansas City Kansas Community College tradition returned this spring with the 2023 Blue Devil 5K. The Blue Devil 5K began at 8 a.m. on May 6. The course winds through the KCKCC campus on the roads, walking paths and sidewalks. The Kids Trot followed at 9 a.m. and is geared toward children 11-years and younger. Children will run according to age groups and distances will range from 25 meters to one-quarter of a mile. Childcare volunteers provided activities for the children from 7:30 to 9 a.m. so parents could participate in the run/walk. Registration for both the Blue Devil 5K and the Kid's Trot included a T-shirt, Finisher's Medal, Goodie Bag and an all-you-can eat pancake breakfast following the event. Awards were given to the top overall male and female finishers. In addition, the winner of each age group received an award. Information about the Blue Devil 5K can be found on the KCKCC Wellness and Fitness Center [website](#).

May 2023 Board of Trustees Report
Vice President of Academic Affairs

The MSBT division had three individuals achieve recognition for 30 years of service to KCKCC: Enis Alpakin, Dr. Todd Gordon, and James Lyle. Additionally, Alphonse Mendy received his fifteen-year recognition. Below is a picture after the ceremony.



Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

****Events occurred during the month of April 2023***

1. Dr. Andres Cantillo, professor of Economics, received an update on his book entitled “The Financial Foundations of Production and Uncertainty”, published by Routledge publishing. The finished manuscript, currently in production, is scheduled to be released sometime in October of this year.
2. The SBSPS division recognized the retirements of early childhood professor Kathi McGowan and psychology professor Dr. Antonio Cutolo-Ring after 20 and 30 years of service, respectively.
3. April was Child Awareness Month and again this year, the early childhood program marked the month by placing the blue pinwheels at various outdoor locations across campus.

May 2023 Board of Trustees Report
Vice President of Academic Affairs



4. Dean Cleon Wiggins attended the Annual American Association of Community Colleges (AACC) held in Denver, Colorado. The theme for this year's conference was Reaching New Heights. Dean Wiggins reported that many of the sessions this year centered on diversity, equity and inclusion, an increasing concern about the need for mental health assistance for students, faculty and staff and STEM and workforce development.

5. Sponsored by psychology professor Victor Ammons, the Psychology Club hosted its fourth student research symposium and this year's event was the largest yet, with over 400 attendees from local high schools and colleges and several speakers. The social science division has already started planning for next year's event which will hopefully expand to include other social science disciplines.

May 2023 Board of Trustees Report
Vice President of Academic Affairs



May 2023 Board of Trustees Report
Vice President of Academic Affairs



May 2023 Board of Trustees Report
Vice President of Academic Affairs

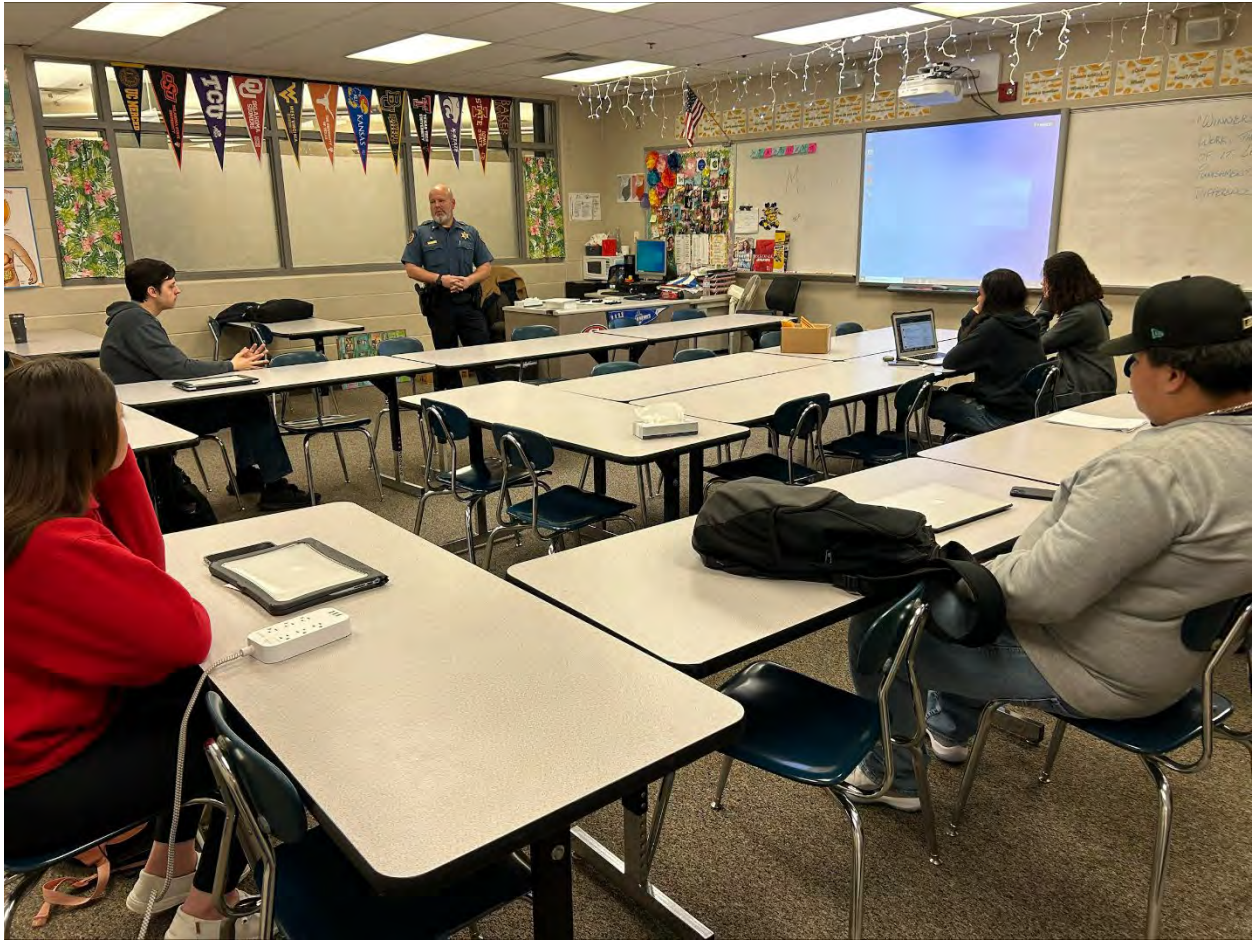


6. Wyandotte County Sheriff Deputy Daniel Spotic recently took time out of his busy schedule to be a guest speaker at one of Professor Doug Hansen's Turner High School criminal justice classes. This class is made up of high school students interested in the criminal justice program. Hopefully, after high school, many of these students will continue pursuing their interest in criminal justice with KCKCC.

May 2023 Board of Trustees Report
Vice President of Academic Affairs



May 2023 Board of Trustees Report
Vice President of Academic Affairs





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

Division-Wide Selected Activities, Programs, and Updates

- Commencement 2023 Planning-Due to the increasing demand of graduates wanting to participate in the 2:00 PM ceremony, the attendance count is being closely monitored up to the student RSVP deadline of Friday, May 12, 2023. To accommodate un-ticketed guests, Upper Jewell will be broadcasting the live stream of the event.
- As part of the College's Strategic Enrollment Management processes, a summer and fall 2023 enrollment task force will start to meet weekly to review enrollment reports, identify trends, and activities designed to support enrollment targets and immediately reduce barriers towards student enrollment.
- The average daily application for admissions backlog improved for April (105.93 days) compared to March (114.84 days) while processing 198 more applications compared to April of 2022. For January through April, 3,203 applications were processed for the Fall and Summer 2023 semesters compared to 2,225 applications for the same period in 2022.
- To facilitate better collection of final grades, a task force composed of individuals from Academic Affairs, Institutional Effectiveness, Registrar's Office, and other SAEM members revised the grading instructions for faculty and a data dashboard to allow Deans to track the status of missing grades. The dashboard was developed based on feedback from the Dean's Council to provide a better reporting tool prior to the grading deadline.

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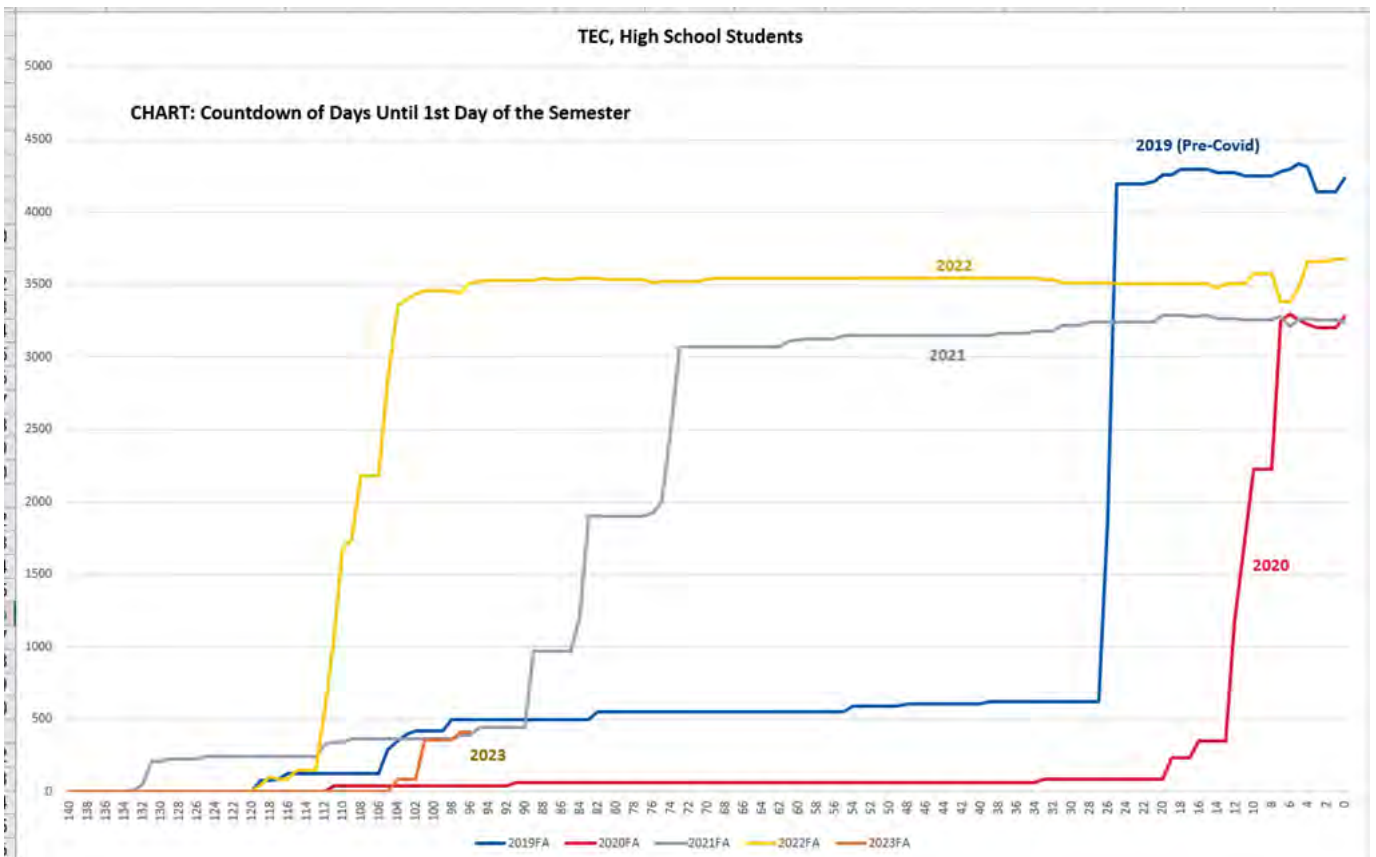
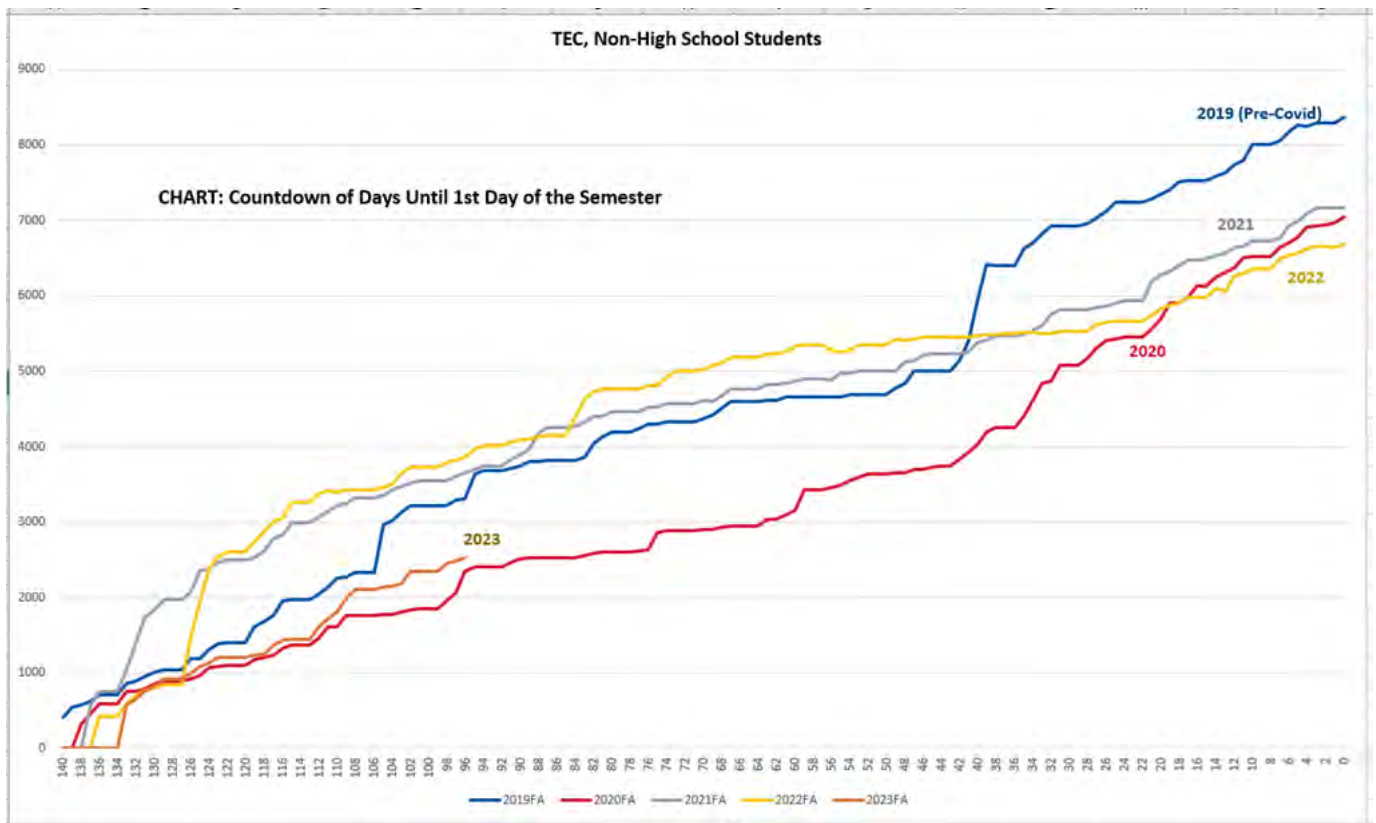
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Summer 2023 Enrollment Report

KCKCC Unduplicated Headcount by Location									
CAMPUS (UNDUP at A Location & DUP Across Locations)	05.15.2020	05.14.2021	05.13.2022	05.12.2023	20-23	20-23	22-23	22-23	Summer 2023
	Summer 2020	Summer 2021	Summer 2022	Summer 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN	-	-	-	-	-	-	-	-	0.00%
BL	-	-	-	-	-	-	-	-	0.00%
DNTWN	-	-	-	-	-	-	-	-	0.00%
FRSC	-	-	-	-	-	-	-	-	0.00%
HS	-	-	-	-	-	-	-	-	0.00%
LCF	-	-	-	11	11	-	11	-	1.02%
MC	104	212	204	202	98	94.23%	-2	-0.98%	18.77%
OC	1	-	2	17	16	1600.00%	15	750.00%	1.58%
OL	881	929	724	699	-182	-20.66%	-25	-3.45%	64.96%
PION	16	28	11	47	31	193.75%	36	327.27%	4.37%
TEC	128	153	186	156	28	21.88%	-30	-16.13%	14.50%
USDB	-	-	38	24	24	-	-14	-36.84%	2.23%
VIRT	-	57	11	12	12	-	1	9.09%	1.12%
Total UNDUP Headcount	1,066	1,272	1,095	1,076	10	0.94%	-19	-1.74%	
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	Summer 20	Summer 21	Summer 22	Summer 23	20-23 #	20-23 %	22-23 #	22-23 %	Su 2023 %
First-time	158	154	161	151	-7	-4.43%	-10	-6.21%	14.03%
Returning	908	1,118	934	925	17	1.87%	-9	-0.96%	85.97%
Gender	Summer 20	Summer 21	Summer 22	Summer 23	20-23 #	20-23 %	22-23 #	22-23 %	Su 2023 %
Unknown	-	-	7	10	10	-	3	42.86%	0.93%
Female	724	863	698	659	-65	-8.98%	-39	-5.59%	61.25%
Male	342	409	390	407	65	19.01%	17	4.36%	37.83%
Race / Ethnicity	Summer 20	Summer 21	Summer 22	Summer 23	20-23 #	20-23 %	22-23 #	22-23 %	Su 2023 %
American Alaska Native	6	10	5	6	-	0.00%	1	20.00%	0.56%
Asian	53	50	54	43	-10	-18.87%	-11	-20.37%	4.00%
Black or African American	218	284	197	207	-11	-5.05%	10	5.08%	19.24%
Hawaiian Pacific Islander	4	2	1	-	-4	-100.00%	-1	-100.00%	0.00%
Hispanic	198	261	257	270	72	36.36%	13	5.06%	25.09%
Multi-racial	57	77	49	68	11	19.30%	19	38.78%	6.32%
Unknown	51	30	24	31	-20	-39.22%	7	29.17%	2.88%
White	449	520	471	436	-13	-2.90%	-35	-7.43%	40.52%
Non Resident	30	38	37	15	-15	-50.00%	-22	-59.46%	1.39%
KCKCC Credit Hours by Location									
CAMPUS	05.15.2020	05.14.2021	05.13.2022	05.12.2023	20-23	20-23	22-23	22-23	Summer 2023
	Summer 2020	Summer 2021	Summer 2022	Summer 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN	-	-	-	-	-	-	-	-	0.00%
BL	-	-	-	-	-	-	-	-	0.00%
DWNTN	-	-	-	-	-	-	-	-	0.00%
FRSC	-	-	-	-	-	-	-	-	0.00%
HS	-	-	-	-	-	-	-	-	0.00%
LCF	-	-	-	99	99	-	99	-	1.75%
MC	327	695	762	682	355	108.56%	-80	-10.50%	12.04%
OC	3	-	2	17	14	466.67%	15	750.00%	0.30%
OL	4,363	4,256	3,376	3,215	-1,148	-26.31%	-161	-4.77%	56.76%
PION	122	113	36	242	120	98.36%	206	572.22%	4.27%
TEC	1,104	1,251	1,498	1,310	206	18.66%	-188	-12.55%	23.13%
USDB	-	-	129	75	75	-	-54	-41.86%	1.32%
VIRT	-	217	42	24	24	-	-18	-42.86%	0.42%
Total	5,919	6,532	5,845	5,664	-255	-4.31%	-181	-3.10%	

Fall 2023 Enrollment Report

KCKCC Unduplicated Headcount by Location									
CAMPUS (UNDUP at A Location & DUP Across Locations)	05.15.2020	05.14.2021	05.13.2022	05.12.2023	20-23	20-23	22-23	22-23	Fall 2023
	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN	-	-	-	-	-	-	-	-	0.00%
BL	-	17	8	2	2	-	-6	-75.00%	0.12%
DNTWN	-	-	-	-	-	-	-	-	0.00%
FRSC	8	8	6	6	-2	-25.00%	-	0.00%	0.35%
HS	215	409	561	475	260	120.93%	-86	-15.33%	28.02%
LCF	-	-	-	-	-	-	-	-	0.00%
MC	504	514	526	664	160	31.75%	138	26.24%	39.17%
OC	22	49	45	123	101	459.09%	78	173.33%	7.26%
OL	361	675	590	545	184	50.97%	-45	-7.63%	32.15%
PION	64	151	120	152	88	137.50%	32	26.67%	8.97%
TEC	172	310	588	228	56	32.56%	-360	-61.22%	13.45%
USDB	-	-	-	-	-	-	-	-	0.00%
VIRT	-	169	92	50	50	-	-42	-45.65%	2.95%
Total UNDUP Headcount	1,055	1,727	1,962	1,695	640	60.66%	-267	-13.61%	
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	Fall 20	Fall 21	Fall 22	Fall 23	20-23 #	20-23 %	22-23 #	22-23 %	Fa 2023 %
First-time	272	448	707	540	268	98.53%	-167	-23.62%	31.86%
Returning	783	1,279	1,255	1,155	372	47.51%	-100	-7.97%	68.14%
Gender	Fall 20	Fall 21	Fall 22	Fall 23	20-23 #	20-23 %	22-23 #	22-23 %	Fa 2023 %
Unknown	1	2	19	21	20	2000.00%	2	10.53%	1.24%
Female	678	1,113	1,147	997	319	47.05%	-150	-13.08%	58.82%
Male	376	612	796	677	301	80.05%	-119	-14.95%	39.94%
Race / Ethnicity	Fall 20	Fall 21	Fall 22	Fall 23	20-23 #	20-23 %	22-23 #	22-23 %	Fa 2023 %
American Alaska Native	7	10	8	4	-3	-42.86%	-4	-50.00%	0.24%
Asian	52	79	77	70	18	34.62%	-7	-9.09%	4.13%
Black or African American	181	311	299	256	75	41.44%	-43	-14.38%	15.10%
Hawaiian Pacific Islander	8	2	1	1	-7	-87.50%	-	0.00%	0.06%
Hispanic	184	436	570	472	288	156.52%	-98	-17.19%	27.85%
Multi-racial	55	111	94	107	52	94.55%	13	13.83%	6.31%
Unknown	47	89	103	55	8	17.02%	-48	-46.60%	3.24%
White	480	636	768	709	229	47.71%	-59	-7.68%	41.83%
Non Resident	41	53	42	21	-20	-48.78%	-21	-50.00%	1.24%
KCKCC Credit Hours by Location									
CAMPUS	05.15.2020	05.14.2021	05.13.2022	05.12.2023	20-23	20-23	22-23	22-23	Fall 2023
	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Diff - #	Diff - %	Diff - #	Diff - %	%
AMZN	-	-	-	-	-	-	-	-	0.00%
BL	-	53	36	6	6	-	-30	-83.33%	0.04%
DWNTN	-	-	-	-	-	-	-	-	0.00%
FRSC	80	80	60	56	-24	-30.00%	-4	-6.67%	0.35%
HS	1,110	2,181	3,457	2,968	1,858	167.39%	-489	-14.15%	18.66%
LCF	-	-	-	-	-	-	-	-	0.00%
MC	4,107	3,422	3,836	5,132	1,025	24.96%	1,296	33.79%	32.26%
OC	187	351	158	158	-29	-15.51%	-	0.00%	0.99%
OL	2,076	4,188	3,520	3,180	1,104	53.18%	-340	-9.66%	19.99%
PION	654	1,412	1,046	1,265	611	93.43%	219	20.94%	7.95%
TEC	2,297	3,914	7,064	2,968	671	29.21%	-4,096	-57.98%	18.66%
USDB	-	-	-	-	-	-	-	-	0.00%
VIRT	-	727	350	176	176	-	-174	-49.71%	1.11%
Total	10,511	16,328	19,527	15,909	5,398	51.36%	-3,618	-18.53%	



Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Student Services

Selected Activities, Programs, and Updates

- April 2 –4, Dr. Derritt attended the American Association of Community Colleges (AACC) in Denver, Colorado. He attended various sessions such as:
 - College for Young Adults with Developmental Disabilities
 - Ensure Success by Partnering With Industry
 - Diversity Equity and Inclusion Employment Strategies That Build an Engaged Community
 - Transforming and Maintaining a College Culture through Equity
- On April 26, Dr. Derritt was a guest Career Speaker at New Chelsea Elementary School here in Kansas City Kansas. We now have 100 1st/ 2nd graders with KCKCC caps with the plan to be future Blue Devils!
- On April 27, Dr. Derritt was a guest speaker for the Fringe Benefits of Education program on the “Evolution of Self” topic.



Student Accessibility and Support Services

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- SASS faculty completed the professional development course, “How, (When and Why) to Say No.” This course was presented by Dr. Jarow through Disability Access, Information and Support (DIAS).
- SASS faculty attended “Applying Universal Design for Learning to Support Students with Assignments” presented by Kevin Kelly by the KCKCC Teaching Excellence – April 10, 2023.
- SASS faculty attended the Kansas Association on Higher Education and Disability (KAN-AHEAD) Spring Virtual Conference on April 28, 2023.
- SASS faculty attended a Transition Fair sponsored by U.S.D. 500 on April 15, 2023.
- SASS faculty gave a tour of TEC programs to fifty high school students from Schlagle High School.
- SASS faculty gave a True Colors presentation to the Welding program students at the Lansing Correctional Facility. Eleven students participated in the presentation.

Student Health Services

Submitted by Angie Williams RN

Selected Activities, Programs, and Updates

- The Student Health Center had 21 office visits in April. The visits included blood pressure checks, first aid administration, over-the-counter medication requests, and one emergency visit from the welding program.
- The Student Health Center provided 114 Tuberculosis (TB) screening services, including administering injections, reading results, and obtaining TB questionnaires.
- 2 students reported positive COVID-19 test results in April.

Upcoming Activities and Programs

- May 31: New Nursing student orientation. Student Health staff will administer TB tests to the new students if needed.

Student Basic Needs Center

Submitted by Fyn Morrigan, Student Basic Needs Coordinator

Selected Activities, Programs, and Updates

- Staff attended a meeting and tour at the [Hillcrest Transitional Housing](#) campus with Dr. Meiers to learn more about the organization and tour their facilities. The organization provides rent and utility free housing to program participants and serves qualifying adults, and unaccompanied youth. In addition to learning about their services and touring their campus, staff and other meetings attendees talked about how we may be able to partner in the future to assist in serving their unaccompanied youth population.
- Staff worked with Harvesters after being approved for two technology grants in the amount of \$500.00 each to order two iPads that will be used to transition the pantry sign-in process from paper to a web-based software program. The software program Service Insights will allow both Harvester's and department staff to view data and demographics in new ways to better serve our students through data-driven decisions.

Upcoming Activities and Programs

- Student Basic Needs is working on putting together basic needs welcome baskets for incoming students moving into Centennial Hall in Fall 2023

Office of Admissions

Submitted by **Teressa Hill, Director of Admissions and Recruitment**

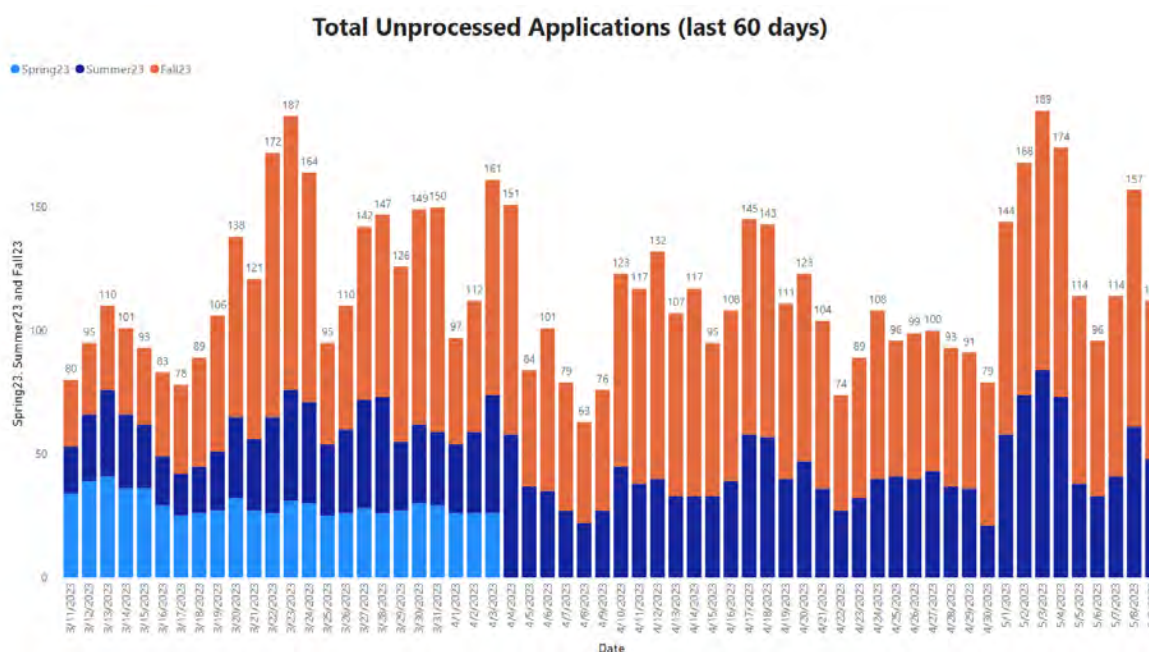
Selected Activities, Programs, and Updates

- On Wednesday April 19th, Teressa Hill, Director of Admissions and Recruitment attended Career and Technical Education Signing Day at State Fair Community College to welcome new Blue Devil Ms. Maria Heuman to KCKCC.
- On April 23rd Teressa Hill, Director of Admissions and Recruitment, presented at Myanmar Christian Church College covering the admissions, scholarship, and financial aid process to a group of thirty first generation scholars from Myanmar and their families.
- April 24th & 26th the Office Admissions and Recruitment supported STEM Day activities at New Chelsea Elementary. The staff engaged the early scholars in conversations about college and shooting for the stars while building catapults from spoons, paper tubs, and rubber bands.



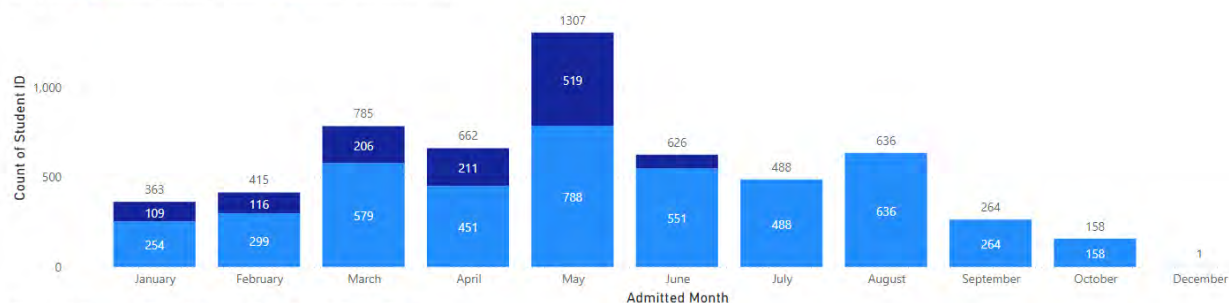
Upcoming Activities and Programs

- May 06: College Decision Day at Big Brothers Big Sisters KC
- May 11: Recruiters will participate in the Interview Day at JC Harmon High School.
- May 25: Hispanic Development Fund Scholar Celebration. HDF community will gather in celebration of the 550 Scholars who make up the Scholarship Class of 2023.



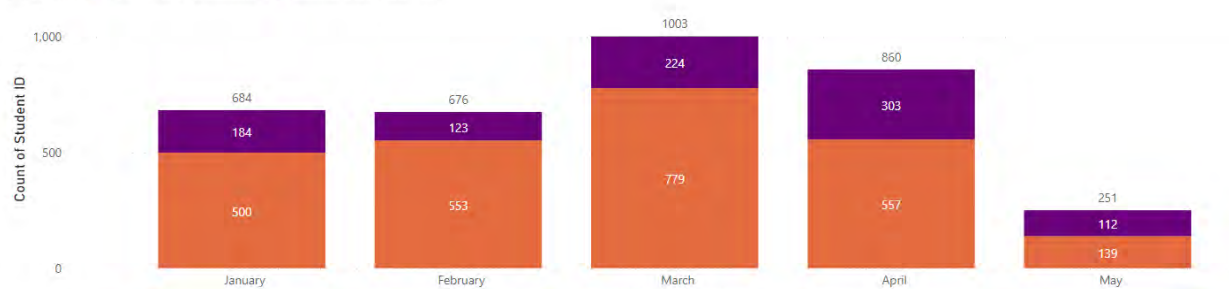
Count of Student ID by Admitted Month and Entry Term

Entry Term ● Fall 2022 (August - December) ● Summer 2022 (June - July)



Count of Student ID by Admitted Month and Entry Term

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



Department of Athletics

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

Selected Activities, Programs, and Updates

- In April, KCKCC Volleyball volunteered their time to help serve at Rose Brooks, a domestic abuse shelter. The volleyball team set up an indoor field day, packed lunches, and organized supply closets.
- In April, the women's soccer team volunteered their team at the Wyandotte County Library with the Kansas Special Olympics.
- Baseball's Hector Candelas Earns Back-to-Back Conference Player of The Week—for-Week two weeks in a row. Hector Candelas batted .571 for week 10, he hit three home runs, while adding 10 RBI. He sparked the offense by helping them win four out of five games last week. Candelas leads the team and conference with a .440 batting average.



Candelas batted .550 for week 11, totaling 12 runs scored and 11 RBI. Candelas is ranked first in the conference with a .462 batting average and 11th in the nation. He also has 50 RBIs on the season to rank fifth in the KJCCC. He also recorded five doubles and walked three times at the plate.

- The men's golf team competed in four tournaments including the District Tournament to cap off the month. The Blue Devils finished sixth in three of the four competitions. Josh Killingsworth led the squad, placing in the top 20 in all four competitions while earning honorable mention All-Conference honors at the District Tournament. Jack Stuckey and Josiah Morris also had strong showings down the stretch – placing in the top 40.
- The baseball team sits at 31-20 overall after going 16-5 during the month of April. Hector Candelas currently leads the team with a .459 batting average, while Jett Buck is second with a .405 average and Jase Woita is third batting .396. Mason Davenport has a team-high of six wins on the mound.
- The softball team is 20-21 overall and went 9-11 during April. The Blue Devils reached a six-game winning streak from April 10-17 before finishing the month off with a doubleheader sweep over Coffeyville April 29 to celebrate their annual Sophomore Day. Ruby Nola leads the team with a .449 batting average, while Annika Smith has a .415 average and Stella Harber is batting .403. Landri Lopez had 11 wins in the circle for the pitching staff.

Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

- **April was Sexual Assault Awareness Month.** Jennifer Gieschen led a discussion of the article “Untold” a feature story by ESPN writers Tom Junod and Paula Lavigne about a serial rapist at Penn State University in 1978. The short film about the events in the article, “Betsy & Irv,” was also screened. Twenty-four people attended this event.
- **Bouncing Back – Resilience 101** workshops were presented on April 12, 19 and 26 in person and via zoom. Topics of the workshops included keeping things in perspective, understanding, and using character strengths and tips for academic success.
- **Four students and advisor from OQS Diversity Club attended** the LGBTQ+ Leadership Conference at K-State on April 20-22.
- **A clean sweep** - for KCKCC students winning all the AAUW (American Association of University Women) Women’s Reentry Scholarships this year, which were presented in a ceremony in Independence, Missouri. Congratulations to our KCKCC students and to the faculty and staff who supported them with their applications!
- **Counselor Caseloads** - 30 students received counseling in the center in April, with Licensed Professional Counselors carrying an average caseload of 12. The total number of direct counseling hours provided to students in April was 65 and 65 consultations were provided to KCKCC employees and community members.



AAUW Scholarship Recipients and KCKCC Sponsors from Left to Right: Shai Perry, Felecia Chance, Kevinisha Lockhart, Orlanda Alonso Herrera, Daniela Da Luz, Jennifer Gieschen. Not pictured Ashley Marcial

Military and Veteran Center

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

- On April 14, The Veterans Center sponsored Purple Up to recognize Military Children. Several Faculty/Staff/Students joined in wearing purple to show their support.
- On April 21, KCKCC SVO hosted a night of bowling for Military Affiliated students and their families.



Upcoming Activities and Programs:

- On May 5 the Veterans Center will host an end of year picnic at Wyandotte Lake for Military Affiliated students 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 for the benefit of new, existing, and future Admissions staff. There are several different types of applicants, which result in different processing needs. Therefore, there is a need for documentation that can be easily accessed and updated. This project is prioritizing clear processes definitions, accessibility, and where to get assistance when an anomaly arises.
 - Current progress: Submitted drafted steps for review to Admissions.
- Commencement 2023 Ticketing – This project is to ensure tickets are available for Commencement 2023 candidates as well as staying under maximum occupancy. An RSVP form has been developed for the graduation candidates for them to request tickets as well as an opportunity describe any accommodation needed for themselves or their guests.
- Current progress: RSVP's and ticket requests are actively being received, with a deadline of Friday, May 12, 2023. Communication templates are utilized to respond accordingly. Ticket Distribution will begin May 15th.
- Recruit Reporting – Based on frequent and anticipated requests, new templates for reports from Recruit are in development. Building a base of familiarity for default reports within Recruit as well as how data is stored within the CRM will help create ease of reporting in the future.
 - A report for applications processed and an end of enrollment period summarization are in development.

Pioneer Career Center

Submitted by Marcia Irvine, Director

Selected Activities, Programs, and Updates

- The Early Childhood Education and Development students created awareness about child wellness and child welfare during the month of April. Students placed pinwheels at the Pioneer Career Center for the awareness and impact campaign, "Building Together: Prevention in Partnership."
- Culinary Capstones concluded at PCC.
- KCKCC PCC students celebrated Community College Month with snacks, pennants for our 100-year anniversary, fun photos, and some video clips from the students on the importance of KCKCC and why community college matters.
- Construction Technology Advisory meeting was held at PCC April 11th.
- Marcia Irvine and Kim Taylor dropped off a "thank you gift " to Leavenworth, Lansing, Pleasant Ridge, Basehor-Linwood, and Tonganoxie High Schools to let them know they are appreciated for all their hard work!
- Superintendents from Kansas met at USD453 this week, some of the superintendents were able to stop by KCKCC Pioneer Career Center for a tour and to learn about the collaboration between the district and the college.
- KCKCC PCC welcomed Dr. Scott Balog to the Leavenworth campus.
- Marcia Irvine attended the KCCLI event at Butler Community College.
- Ethan Herndon, KCKCC PCC Construction student and Leavenworth High School student spoke at the KCKCC Foundation Hall of Fame.
- Tyler Henson (High School student) and Gary Miles represented PCC at the SkillsUSA Kansas State competition in the carpentry division. Tyler earned GOLD and will compete at Nationals.
- **United States Disciplinary Barracks (USDB) and Joint Regional Correctional Facility (JRCF)** ○ Classes continue at both facilities as we gear up for summer enrollments.



Community Involvement

- Winners from our Easter event coloring contest picked up their prizes.
- Marcia Irvine volunteered at the Leavenworth Rotary "Over the Counter Medicine Drive" to help St Vincent's Clinic
- Jake Potter, USD453 Director of Public Relations and Outreach Services, and the Teacher of the Year Team stopped by the Pioneer Career Center for a tour. The teachers learned about our TEC programs and academic classes that we offer at the Leavenworth KCKCC location.



- Eric Smith, Financial Literacy Coach spoke at the TRIO-sponsored event at KCKCC Pioneer Career Center. Eric is helping to empower, educate and inspire everyone on how to make the most of their financial opportunities.
- Marcia Irvine attended the United States Penitentiary Community Advisory meeting.
- Blood Drive at PCC Wednesday, April 26 was a great turnout from the community, students, and staff.
- Marcia Irvine and Shelly Thompson, Administrative Assistant, attended the Fort Leavenworth PAIR Day and Kids Fest to promote KCKCC Leavenworth classes and programs.
- KCKCC Pioneer Career Center hosted the MAC social. The Military Affairs Council is a liaison between the local military and business communities, implementing programs that provide greater interaction between Chamber members and DOD/military personnel.
- Marcia Irvine led the graduation ceremony/program for the Leadership Leavenworth Lansing program in accordance with the Chamber of Commerce. Kim Taylor was one of the graduates.
- Kim Taylor attended the ribbon-cutting ceremony for the newest Family Eyecare Center location in Lansing.

Upcoming Programs and Activities

- Lansing Educational Breakfast May 5th
- Lansing Mayor luncheon and year in review May 5th

Registration and Records

Submitted by Theresa Holliday, Registrar

Selected Activities, Programs, and Updates

- **Enrollment and Graduation Verification:** Verification of student enrollment status may be necessary for students to provide proof of education for credit card companies, degree status, employment, insurance companies, loan deferment, student housing, or other purposes. This month the Registrar's Office performed **70** 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, **12** schedule adjustments were made in the Registrar's Office with the Dean's approval to operate outside the academic calendar limitations, and we processed **24** 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 **83** student record changes. We resolved 1 student record 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 **187** 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 **72** 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 **188** student withdrawals and **144** instructor-initiated withdrawal. **17** students were reinstated after administratively withdrawn.
- **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.
 - 11 back dated graduates were processed this month.
 - December 2022 – 8
 - May 2021 – 1
 - May 2019 – 1
 - May 2006 – 1
 - 11 certificate and diploma orders were placed this month.
 - 233 - May 2023 graduation applications were processed for a total of 593
 - 49 - July 2023 graduation applications were processed for a total of 122
- **Transcript Activity:** Incoming transcripts: Part of the KCKCC Admissions process is to submit all transcripts to KCKCC. High School transcripts are required for students who have graduated within the past five years.
 - *Outgoing transcripts (417 in 2022; 374 is 10.3% decrease from Mar. 2022.)*
 - 388 transcripts were delivered via parchment our transcript service provider; and 16 student unofficial transcripts were processed.
 - 14 were produced in house using Ellucian.
 - 9 from Ellucian itself
 - 4 from Perceptive Content
 - 1 advisor transcript was processed.
 - 374 were produced by Parchment.
 - 360 were done electronically.
 - 14 were paper mailed copies.

Outbound Official KCKCC Transcripts Sent via Parchment April 2023			
Outbound Transcript Reasons		Top Receivers of KCKCC Transcripts	
College Admissions/Transfer	298	KU/KU Med or Nursing	26
Employment	27	Western Governors University	17
Self	14	JCCC	14
Certification/Licensure	12	Common Application Services (NursingCAS, AMCAS, etc.)	10
Other	5	Kansas State University	8
Scholarship	4	MCC-Kansas City	7
		Rasmussen University	7
		University of Missouri - KC	7

- 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. 256 transcripts were checked in this month.
 (310 in 2022; 256 is *17.4% decrease from Mar. 2022*)
 - ☐ 70 from Parchment our primary transcript partner
 - ☐ 107 were from the National Student Clearinghouse
 - ☐ 79 were sent by mail or fax.

College					High School					
New App	Transfer	Non-degree	Orphan	Other	New App	TRAN	CONGR	Orphan	Other	
80	16	47	8	29	45	4	21	0	4	254
31.50%	6.30%	18.50%	3.15%	11.42%	17.72%	1.57%	8.27%	0.00%	1.57%	100.00%

Student Activities

Submitted by Andrica Wilcoxon, Director

Selected Activities, Programs, and Updates

- Organized Graduation Picture Days.
- FBOE hosted special guests Cameron Smith, YouTube Cessation Blogger and the head football coach at Washington High School, Dr. Derritt, Delta Sigma Theta and Leavenworth Women's Shelter.
- Intramural Basketball served 48 KCKCC Students, 10 high school students, 27 community members for the month.
- Worked with the Student Senate on Club Budget Hearings.
- Worked with the Student Senate on Student Senate Elections.

- Assisted club advisors and club members to prepare for student leadership conference trips, fundraisers, and campus events throughout the month.
 - AAUW – Women in the Workplace Panel Discussion
 - Art Club – Fundraising and student club trip to Chicago, IL
 - Audio Engineering Society – Student Club Trip to St. Louis, MO
 - Catholic Students of KCKCC – Two Monthly Mass
 - Christian Student Union/CRU - End of Year Celebration
 - Gamer Club – Weekly ESORT competitions and four tabletop events
 - National Society of Leadership and Success (NSLS) - Student completion of the Leadership Training Program and Induction
 - OQS – Student Trip to Manhattan, KS
 - Psi Beta – Psychology Undergraduate Research Symposium
 - Student Organization of Latinx – Logo contest and Cinco de Mayo event
 - Student Veterans Organization – Club Bowling event
 - Writing Club – Scenic Route Magazine

Student Financial Aid

Submitted by Tammy Reece, Director

Selected Activities, Programs, and Updates

- FAFSA records are now being loaded and processed for the 2023-2024 academic year. As of this date 3,772 students have submitted the FAFSA to KCKCC compared to 3,881 at this same time last year. Students are being notified of their status and 961 students have been awarded compared to 1081 students in the prior year.

Financial Aid Disbursed to Student Accounts

	Fall	Spring	Summer	Total
2022-2023	\$4,966,001.19	\$4,226,710.77	TBD	\$9,192,886.96
2021-2022	\$7,588,817.07	\$7,806,760.23	\$717,533.62	\$16,113,110.92
2020-2021	\$5,850,551.41	\$5,152,575.19	\$1,360,785.11	\$12,363,911.71

Financial Aid Applications Received as of May 1

Academic Year	Total Number of Records	Records Received in April
2022-2023	8226	85
2021-2022	8767	117
2020-2021	9412	113

Upcoming Activities and Programs

- Training**-Two members of the KCKCC Financial Aid Staff attended the spring conference of the Kansas Association of Financial Aid Administrators. Topics of interest included the Kansas Promise Scholarship, FAFSA Simplification updates and the anticipated Return to Repayment.

- **Second Chance Pell Program-** We will be working on submitting supporting documentation to the United States Department of Education Experimental Sites to continue offering aid to those students enrolled in the WELDING program at Lansing Correctional Facility. The initial experiment ends on June 30, 2023. This extension will allow us to submit a new application for the Prison Education Programs that will replace the experiment under the Second Chance Pell Program.

Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

- We had an end of the year cookout on the evening of April 26. We grilled hot dogs for students, had lawn games, and hung out on the back patio of Centennial Hall. It was great weather, and students enjoyed some downtime during the busy end of the Spring semester.
- We are hosting Flapjacks for Finals on Monday, May 8. This is when the RAs and staff at Centennial Hall prepare and serve pancakes for residents the night before Finals begin.
- We are in the process of checking out students following the Spring 2023 semester. We will then work with the Facilities team to have the rooms cleaned and repaired for the upcoming summer semester and next Academic year.

Upcoming Activities and Programs

- We anticipate about 30 students staying in Centennial Hall for Summer 2023
- We have started a waitlist for the 2023-2024 Academic Year. Student-Athletics requested 168 beds for the upcoming year with a deadline of June 15 for those students to complete their contracts and pay the application fee and deposit. That leaves us with 90 beds for non-student-athletes and those spaces are currently full (contract submitted and application fee/deposit paid)! If Athletics is not able to fill all their requested beds, then those spaces will be filled by students on the wait list after June 15.
- We are beginning to plan for Welcome Weekend (August 11 – 13) -- that is the weekend students will move into Centennial Hall for Fall 2023. Some student-athletes will move in prior to that date due to their sport's schedule.

Student Success and Retention

Submitted by Brady Beckman, Director of Student Success and Retention

Selected Activities, Programs, and Updates

- The Student Success Center welcomed our new Assistant Director of Student Success and Retention, **Brett Lagerblade**.
- The **2023 Spring KCKCC Career and Transfer Fair** was held on Wednesday, April 12. This was the first time the event was held in the Fieldhouse.
 - Over 150 employers and 30 colleges were in attendance.
 - More than 200 students stopped by for the event.
- April 11: 8 KCKCC Students visited Kansas State University with our Transfer Club sponsor, and Student Success Advisor, Chris Munoz.
- The Student Success Center saw significant traffic during the month of April, as we provided services to 558 students. By comparison, last April 2022, 396 students signed in.



Upcoming Activities and Programs

- We are looking forward to adding and on-boarding 3 new Student Success Advisors in late May and early June.
- The Student Success Center is actively developing new student orientation strategies to be piloted in Fall 2023
 - Updated orientation materials, tutorials, and videos available on the KCKCC webpage.
 - Weekly, virtual, live orientation sessions to be available for new students to begin in July.
 - On campus, traditional, new student orientation sessions to be offered more regularly.
- Summer and Fall Enrollment is NOW OPEN. Advisors are working diligently to meet students' enrollment needs. Students may schedule appointments with advisors or stop in for walk-in advising that we offer every day from 8 am-6 pm.
- Student Success team to begin “We Want You Back” campaign to encourage fall enrollment and completion for students who have recently “stopped out” here at KCKCC.

Upward Bound Academy

Submitted by Veronica Knight, Director

Selected Activities, Programs, and Updates

- Upward Bound Academy staff attended the MO-KAN-NE Conference on April 13 – 15 in Kansas City, Missouri. This annual conference was filled with workshops focused on all things TRIO. The KCKCC Upward Bound Academy was welcomed and received a plaque to commemorate our achievement as a new program. Valuable information was presented and gathered to build our new and fledgling program toward greatness.
- Recruitment for our summer program which begins June 5th is in full effect as we meet with counselors, parents, teachers, and community leaders to fill the spaces for our 60 student scholars.
- We welcome to the Upward Bound Academy team Gary Bradley-Lopez as instructor and tutor. Gary is a former KCKCC student and student body president. He comes with a vast amount of knowledge and passion for working with our high school students.
- Hiring for the summer program staff is underway. We are seeking program assistants and instructors to teach the core curriculum and the electives as well.

Upcoming Activities and Programs

- On May 20th, we will host a Saturday session where students will learn about resiliency and how to manage stress from Nicole Graves, a counselor with the KCKCC Counseling and Advocacy Center.
- Following our Saturday session, students and their parents will receive an orientation for the summer program, and graduates from Washington and F.L. Schagle High Schools will be honored and awarded scholarships.
- The Upward Bound Academy Summer Component will begin June 5th and culminate July 16th. For five weeks students will take courses in math, science, English and foreign language to prepare for the upcoming school year. They will also explore topics such as career exploration, speech, life skills, the arts, self-care, character-building, and adulting. During the sixth week, students will have an opportunity to go on a merit trip to visit colleges while in route to Universal Studios in Orlando, Florida.

FREE TRIP TO ORLANDO, FLORIDA



UPWARD BOUND ACADEMY
Summer Program
JUNE 5 – JULY 16, 2023

Calling all Washington and F.L. Schagle High Students!!!

Join us for a 6-week academic summer program with field trips that gives the students a chance to learn while earning money **AND** a free week-long trip to Orlando, Florida. Spend time with your friends exploring colleges. The program is designed for first-generation students who want to develop their skills while preparing for the upcoming school year. Must meet income guidelines. Limited slots available. Apply Today.

 Kansas City Kansas Community College
 **UPWARD BOUND ACADEMY**

 Scan the QR Code to sign up TODAY

Kansas City Kansas Community College
7250 State Ave., KC, KS. 66112
913-288-7483 email upwardboundacademy@kckcc.edu



WE ARE HIRING!
SUMMER ACADEMIC PROGRAM STAFF



AVAILABLE POSITIONS:

- ✓ **4 PROGRAM ASSISTANTS**
- ✓ **6 PROGRAM INSTRUCTORS**
 - MATH
 - ENGLISH
 - SCIENCE
 - LANGUAGE
 - ELECTIVES

FOR MORE INFORMATION
CALL 913-288-7483 OR
EMAIL UPWARDBOUNDACADEMY@KCKCC.EDU



Marketing Division

Kris Green, Chief Marketing & Institutional Image Officer

Summary

Kris Green continues to lead the strategic planning process. The strategic plan was sent to shared governance groups for review in April. The plan was also shared with employees and students in April.

The Marketing Staff worked with the President's Office to create the photo wall in the remodeled Executive Board Room. The photographs for the wall were taken by marketing team staff members and our contract photographer.



Marketing has developed the marketing and communication plan to support enrollment. The college invested \$141,700 in enrollment marketing for summer and fall enrollment. This is about 20% more than the college spent the previous year.

Social media followers increased slightly or held steady last month. Instagram reach shows a decline, due to paid post promotion that increased the previous month's total. Facebook reach jumped this month.

Marketing is in the planning stages of redesigning the KCKCC website. The team held focus group sessions in April and will continue to review research regarding the college's website.

General Marketing

KCKCC is sponsoring the Rock the Dotte concert series at Azura Amphitheater. KCKCC will host a booth at the concerts and be focused on increasing social media followers from those attending the concerts. Marketing gave away 14 tickets through a random drawing of employees and students. More than 70 people entered to win the tickets. KCKCC will also have a booth at the other three concerts in the series.



On April 21, Kris attended the KCK Congressional Forum at Children's Mercy Park. She also attended several campus master plan meetings as part of the steering committee. Kris joined the Board and College Senate at their annual luncheon and joint meeting in May.

She also met with the Board Marketing Sub-Committee for Community Housing of Wyandotte County. She will continue to serve with other community members on the committee.

Kris leads the Centennial Celebration Steering Committee. The committee approved the final plan in April. Next year the college will host an internal birthday celebration in September, a community event during the spring semester and several smaller events throughout the year.

Kris also developed and implemented the summer and fall enrollment marketing and communication plan in collaboration with the Student Affairs and Enrollment Management Division. The plan is outlined below:

KCKCC Fall/Summer Enrollment Marketing Communication Plan

Goal:

Increase student enrollment for Spring semester.

Messaging:

1. New Students:
 - Learn to Earn
 - Start today! Earn More!
2. Returning students:
 - Can't Wait to See You
 - Don't Stop Now
3. Stop Outs/Non-enrolled admitted
 - We want You Back
 - Wish You Were Here

Advertising: Total Investment for Fall/Summer Enrollment \$141,710

1. Online/TV Advertising (February-June)
 - a. Healthcare -
 - b. Hispanic -
 - c. Health Professions -
 - d. Technical degrees
2. Radio (May – August)
 - a. Mix 93.3 Morning Drive Time Endorsement (May-June)
 - b. 103.3 Hot Jamz – 7 weeks (May-August)
 - c. 98.9 The Rock (May-August)
3. Hispanic Media
 - a. Telemundo – (May-July)
4. Social Media Advertising

5. Postcards

- a. Register for Classes – Existing Students In homes -- April 3
- b. We Want You Back – 10 K postcards in homes – April 14

Onsite Promotion

1. Table tents on campus, focusing on enrollment -
2. 11x17 flyers – sent to each division for classroom placement, general college placement at each site.
3. Enrollment banners on site at entrances
4. Blackboard banner
5. Marquees
6. Enrollment Information in High Schools

Emails: On the following weeks: April 24, May 11, May 25, June 8, June 22 and July 14

1. All enrollment leads from digital advertising
2. Admits that have not enrolled for through April
3. Current enrolled not enrolled for Fall 2023, not dual-enrolled, not TEC enrolled
4. Current TEC enrolled but not enrolled for Fall 2023
5. Summer 2022 enrollees
6. Stop outs who enrolled in Spring 2022 or Fall 2022

Results To Date:

- To date 695 leads with half the campaign to go compared to 596 leads for the entire Fall 2022 campaign.

Graphic Design

Rollie Skinner, Graphic Designer, completed a wide variety of events and projects last month. He created artwork for the TEC and PCC trailers and TEC retractable banners (both for the Perkins grant). He designed the Foundation Hall of Fame program, employee recognition program, commencement tickets, Downbeat banner and advertisement, Centennial t-shirt, and the hand fan giveaway for KCKCC's Rock the Dotte sponsorship. Rollie also designed the advertisement for the new Piper High

School windscreens and assisted in designing and executing the Executive Boardroom gallery wall.

- Hall of Fame program cover



- Centennial t-shirt



- Downbeat Advertisement



**Congratulations to our students and faculty
on earning 15 DownBeat
Student Music Awards in 2023!**

JAZZ SOLOIST Community College Winner Parker Woodworth, Trumpet Jim Mair, Faculty Advisor	BLUES/POP/ROCK GROUP Community College Winner Luck 23 Jim Mair, Faculty Advisor	ORIGINAL COMPOSITION – SMALL ENSEMBLE Community College Winner Parker Woodworth, "Under the Table" Jim Mair, Faculty Advisor
JAZZ COMBO Community College Winner Parker Woodworth Trio Jim Mair, Faculty Advisor	SMALL VOCAL JAZZ GROUP Community College Outstanding Performance The Standard Vocal Jazz Ensemble Directed by John Stafford II	LATIN GROUP Community College Outstanding Performance The Standard Vocal Jazz Ensemble Directed by John Stafford II
JAZZ COMBO Community College Outstanding Soloist Henry Pears, Trombone Brent Fears, Quartet Jim Mair, Faculty Advisor	SMALL VOCAL JAZZ GROUP Community College Outstanding Performance The Standard Vocal Jazz Ensemble Directed by John Stafford II Outstanding Soloist Maddie Hines on "The Fall"	ORIGINAL COMPOSITION – SMALL ENSEMBLE Community College Outstanding Performance Henry Pears, "Look Up" Jim Mair, Faculty Advisor
LARGE JAZZ ENSEMBLE High School Honoree Outstanding Performance Greater Kansas City Youth Jazz Orchestra Directed by Jim Mair	BLUES/POP/ROCK SOLOIST Community College Outstanding Performance Henry Pears, Trombone Justin Brink, Faculty Advisor	ENGINEERED LIVE RECORDING Community College Outstanding Recording Erin Auman John Stafford II, Faculty Advisor
LARGE VOCAL JAZZ ENSEMBLE Community College Outstanding Performance The Standard Vocal Jazz Ensemble Directed by John Stafford II	BLUES/POP/ROCK GROUP Community College Outstanding Performance Spittin' Sermons Justin Brink, Faculty Advisor	ENGINEERED STUDIO RECORDING Community College Outstanding Recording Jesse Clemons Justin Brink, Faculty Advisor

Full-tuition music scholarships available – for more information, contact our full-time faculty!

Dr. Justin Brink - jbrink@kccc.edu, Music Theory & Commercial Music | Dr. Ian Corbett - icorbett@kccc.edu, Audio Engineering
 Jim Mair - jmair@kccc.edu, Instrumental Music | John Stafford II - jstafford@kccc.edu, Choral Music

100 Kansas City Kansas Community College. | **DOWNBEAT 45TH ANNUAL STUDENT MUSIC AWARDS**

Kansas City Kansas Community College | 7250 State Avenue, Kansas City, KS 66112 | 913.334.1100 | kccc.edu
 KCCC is an Equal Opportunity and Affirmative Action Educational Institution
 Photographs by Kristine Fowler

Print Shop

Kim Lutgen, Print Shop Manager, and Joy Cicero, Production Assistant, kept very busy in April. Besides keeping up on all their daily tickets, they created selfie props and purchased snacks for each location's Community College Awareness month celebration. Kim and Joy passed out snacks and centennial pennants to students and staff at TEC and main campus.

Kim also designed the commencement program.



Web Administration

Matthew Fowler, web administrator, photographed events going on around campus, designed graphics for the website and outdoor digital marquees, and assisted departments and division with website updates and content. Matt also supported Community College Awareness Month by handing out Centennial pennants and snacks at Pioneer Career Center.

Website

- Attended two web redesign project student focus groups. The goal was to get feedback about the current website and how we can better tailor the new website for prospective and current students.
- Designed and published the 2023 Hall of Fame Inductee webpage, <https://www.kckcc.edu/foundation/events/hall-of-fame/inductees/2023.html>
- Summer and Fall 2023 Enrollment



- Blue Devil 5K and Kids Trot



- 2023 Hall of Fame



Outdoor Digital Marquees

Create marquee slides for:

- Blue Devil 5K and Kids Trot
- Jazz Summit Concert with Saje
- Career and Transfer Fair
- Waiting For Godot
- Summer and Fall 2023 Enrollment Now Open

Photography

- Hall of Fame



- Fire Science Outdoor Training



- “Waiting for Godot” Theatre Production

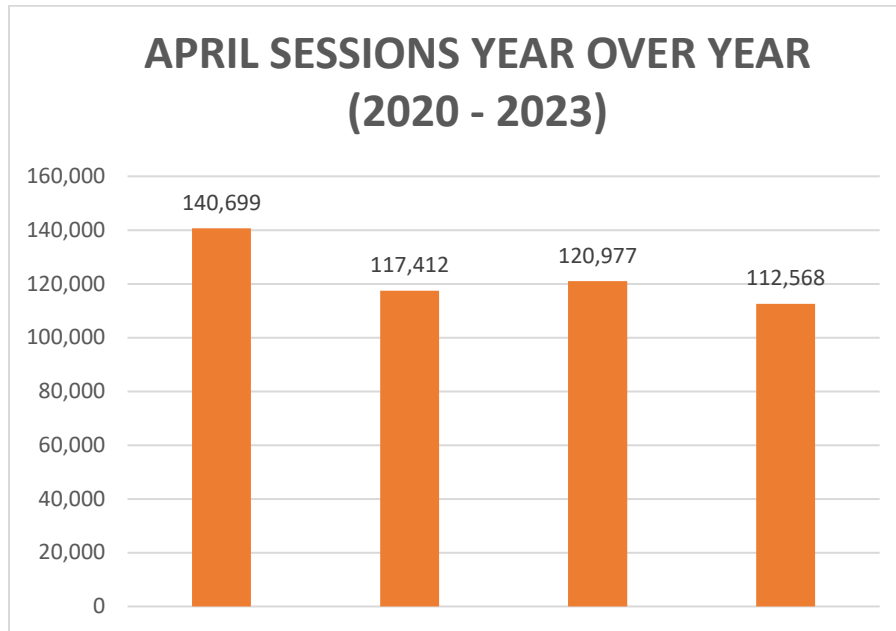


- Rita Blitt’s April 27 Visit



General Website Information

Omar Brenes, Web Architect, Kris Green, and Matt Fowler have begun the process of redesigning the KCKCC website. Marketing completed focus groups with students regarding the current navigation and usability of the website.



Top Webpages for April 2023

Webpage	Pageviews
Get Ready	10,591
Degrees and Certificates	8,762
Steps to Enrollment	3,090
Class Schedule	2,986
Tuition & Fees	1,729

Athletics

Tyler Scott, Athletics and Activities Media Specialist, photographed spring athletic events and completed additional graduation interviews with athletes. Tyler also assisted with photographing events around campus.



Social Media

Kelly Rogge, Public Information Manager, shared accomplishments of our students and staff, announced the arrival of Dr. Balog, the opening of Summer/Fall enrollment, and celebrated the Spring Career and Transfer Fair and Community College Awareness month celebrations. Kelly also assisted in photographing students and staff at the Community College Awareness month celebrations at TEC and main campus.

Post details

Kansas City Kansas Community College
Published by Kelly Evenson Rogge [?] · ★ Favorites · April 20 · 🌐

KCKCC is excited to be celebrating Community College Awareness Month in April! Join in the celebration by telling us how KCKCC has impacted you! #KCKCCProud #CCMonth



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

1,341 People reached 245 Engagements [Boost post](#)

👍❤️ 43 4 shares

Performance for your post

1,341 People Reached

50 Reactions, Comments & Shares

37	34	3
Like	On Post	On Shares
9	9	0
Love	On Post	On Shares
0	0	0
Comments	On Post	On Shares
4	4	0
Shares	On Post	On Shares

195 Post Clicks

159	0	36
Photo views	Link clicks	Other clicks

NEGATIVE FEEDBACK

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

Reported stats may be delayed from what appears on posts



Kansas City Kansas Community College

Published by Kelly Evenson Rogge [?] · ★ Favorites · April 4 · 🌐

You could soon be on your way to graduating with your certificate or associates degree at KCKCCI! Enrollment is happening NOW for the Summer and Fall semesters. Enroll early for the best selection of classes. Visit www.kckcc.edu/getready for more info! Start your future today by enrolling at KCKCCI #KCKCCProud #EnrollNow #YouBelongHere



Boundless Creativity...

Enroll in Summer & Fall Classes Now

...Endless Opportunities



Kansas City Kansas Community College

kckcc.edu/getready

Kansas City Kansas Community College

Kansas City Kansas Community College focuses on inspiring individual...

27,685

People reached

1,100

Engagements

Boost again

Reported stats may be delayed from what appears on posts



Liked by kkkccfoundation and 37 others



14

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

FINANCE – DR. SHELLEY KNEUVEAN, CFO

FY24 Budget Preparation

Work continues in the preparation of the annual budget. Updated information is being obtained from the Kansas Association of Community College Trustees (KACCT) on state aid; and the valuations will be certified by the Unified Government County Assessor's office in mid-June.

Leadership Development

Several KCKCC employees participated in the Kansas Community Colleges Leadership Institute and successfully completed the program. These great employees gained insights into leadership strategies and learned about the community colleges throughout Kansas, expanding their professional networks.

*Lesley Strohschein, Controller,
Kathy Eblen, Jeremiah McCluney
and Amanda Williams graduated
from the Kansas City Kansas
Community College Leadership
Institute (KCCLI) last week.*

*A photo is attached of the four of
them.*



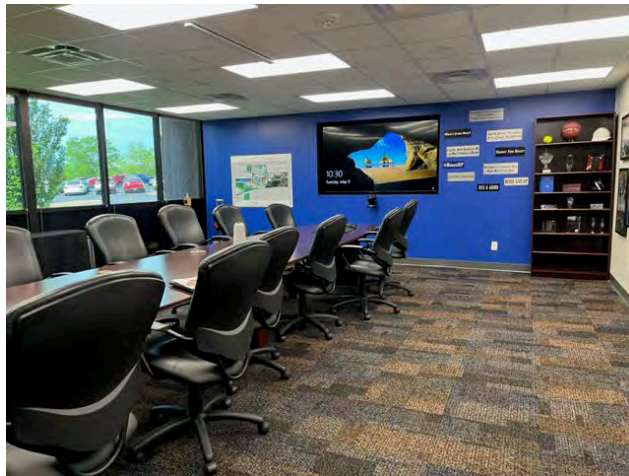
Auxiliary

April Sales are \$33,667.20, up 17% over the same time last year. The Bookstore assisted 5,482 customers, which is a 16% increase over last year.

The Bookstore has distributed over 350 caps and gowns to graduating students and is running a 20% off sale on all apparel, now through graduation.

FACILITY SERVICES – CHRIS GARDNER, DIRECTOR

- Completed asset tagging of fans, exhaust fans, compressors, water fountains, and powered man door operators' campus wide. This system will be used to electronically track maintenance and repairs to these items and create a single record per unit.
- Completed Executive Board Room remodel: ceiling asbestos abatement completed, GPRS x-ray performed, concrete coring, underground conduits buried, power and data pulled, control boxes installed, new wall for recess monitor framed, HVAC unit installed, upgraded electrical with dimming capabilities installed, LED panels to upgrade aging lighting, ceiling grid mounted, walls finished to level 5 for artwork installation, new carpet installed, AV system installed, obsolete kitchenette cabinets removed, new upper and lower cabinets installed, stone countertop installed, faucet and sink installed, and tile backsplash installed.



- Completed patch panel installation, conduit, and terminated 19 new data drops in the Field House to support the Information Services Department's efforts to expand the wi-fi network in advance of commencement.
- Installed new benches around campus to replace the rusted benches.
- Built a fence around Centennial Hall basketball court with key card access for the gate.
- Built a concrete pad on west side of the main campus in the quad near the pond for a planned install of a piece of art.
- Built concrete pad for a statue behind the library on the west side by ditch.
- Supported set ups for major events; WyCo Ethnic Fest, Career Fair, KCKPS Orchestra, Board Meeting, etc.



COLLEGE POLICE – ROBERT PUTZKE, CHIEF

- New hires Scott Reynolds and Giovanni Garcia started their training at the Kansas Law Enforcement Training Center in Hutchinson, KS on May 8 through August 18. New hire Devin Fryer started with the department May 8.
- Officer John Anderson was promoted to Sergeant effective May 8.
- Officer Steve Phipps retired from the department after 14 years of service. Currently, the department has three open police officer position.
- Officers Hayden House, Scott Reynolds and Giovanni Garcia went to Crisis Intervention Training (CIT) at Kansas City Kansas Police Department Academy.



Hayden House, Giovanni Garcia,
Scott Reynolds (left)

Devin Fryer (right)



Kansas City Kansas Community College
Monthly Financial Summary

April - YTD FY2023				
Summary: Net Position	Mar-23	Apr-23	Monthly Change	Comments
Total Assets	\$ 149,279,043	\$ 144,679,345	\$ (4,599,698)	
Total Liabilities	\$ 40,991,736	\$ 41,193,115	\$ 201,379	
Increase /(Decrease) in Net Position	\$ 108,287,307	\$ 103,486,230	\$ (4,801,077)	H1

Summary: Revenue and Expenses	23-Mar	Apr-23	Monthly Change	Comments
YTD Total Revenues	\$ 73,622,296	\$ 74,860,199	\$ 1,237,903	H2
YTD Operating Expenses	\$ 55,103,016	\$ 61,741,522	\$ 6,638,506	H3
Increase/(Decrease) in Net Revenue	\$ 18,519,280	\$ 13,118,677	\$ (5,400,603)	H4
Current Month - Burn Rate				Average monthly burn rate =\$6.86M

Highlights / Key Financial Initiatives	
H1	Net position decreased by \$4.8 million. Net position is the difference between assets (current and noncurrent assets) and liabilities (current and noncurrent liabilities). As planned, the net position went down due to operating expenses exceeding additional revenue for the month of April. A positive net position demonstrates financial stability of an institution and KCKCC financial position is healthy.
H2	Additional net revenue for March was \$1.2 million, comprised of \$515,476 in tuition and fees and \$456,238 in federal financial aid and grants.
H3	Expenses for April were on par with the average monthly expenses. The most significant categories are salaries and benefits and supplies & other operating expenses. A smaller debt payment was made in April as well (\$570,000).
H4	Net revenue decreased by \$4.8 million. As of March 2023, the net revenue is \$13.1 million; however, it is anticipated the net revenue will be \$5.6 million as planned for the fiscal year as of June 30, 2023 to cash flow operational expenses for the next several months. This is typical based on when revenues are received by the College.
	One investment was made during the month of April, a \$3.5 million 12 month CD was made with Security Bank for 4.75% IR. In early May, a \$3 million 6 month CD with Commerce Bank will be made for 5.04% IR. This was as a result of the new investment policy recently approved by the Board of Trustees.

Risks / Issues	
R1	The unemployment rate for the State of Kansas is currently 2.9% (March 2023). Wyandotte County's unemployment rate has steadily increased over the past several months and is now at 4% (March 2023). Historically, low unemployment rates trend with low enrollment rates as potential students are employed in the workforce, rather than enrolling in college. As this unemployment rate increases while new job opportunities are also increasing, KCKCC is in the unique position to provide job related training to fill new jobs with skilled employees and also positively impact the unemployment rate.
R2	The increased number of retirements, resignations, and difficulty in hiring is a challenge facing the country as well as the metro area. Leavenworth County has the highest weekly wage earnings followed by Wyandotte County in the state of Kansas, and neighboring Johnson County has the 3rd highest weekly wage. The metro offers many opportunities for employment at competitive wages, making it difficult to obtain quality candidates for college position openings. This is affecting the police department, student affairs, and facilities in particular.

KANSAS CITY KANSAS COMMUNITY COLLEGE									
STATEMENT OF REVENUES AND EXPENSES									
YTD APRIL 2023									
		BUDGET	YTD	ADJUSTED	YTD	COVID	VARIANCE	PERCENT	
		FISCAL YEAR	ACTUAL	FORECAST	ACTUAL	RELATED	ACTUAL	USED ACTUAL	
		FY 2023	4/30/2023	FISCAL YEAR	4/30/2022	GRANTS	TO BUDGET	TO BUDGET	
Operating Revenues:									
	Student Tuition and Fees	\$ 10,726,626	\$ 9,146,358	\$ 10,117,755	\$ 9,391,202	16,718,304	\$ (1,580,268)	85.27%	
	Federal Grants and Contracts	9,501,288	8,535,635	¹ 11,353,152	24,069,841		(965,653)	89.84%	
	State Grants and Contracts	968,731	6,841,609	² 1,048,731	611,885		5,872,878	706.24%	
	Private Gifts, Grants and Contracts	283,100	164,262	283,100	188,100		(118,838)	58.02%	
	Auxiliary Enterprise Revenue	3,106,440	3,008,384	3,106,440	1,860,131		(98,056)	96.84%	
	Other Operating Revenue	275,600	673,758	³ 275,600	281,249		398,158	244.47%	
	Total Operating Revenues	24,861,785	28,370,006	26,184,778	36,402,408		3,508,221	114.11%	
Nonoperating Revenues (Expenses)									
	County Property Taxes	51,930,018	32,703,475	51,930,018	27,243,392	9,828,512	(19,226,543)	62.98%	
	State Aid	10,009,582	10,359,582	10,359,582	10,359,582		350,000	103.50%	
	SB155 AID	3,125,367	3,153,507	3,153,507	2,976,540		28,140	100.90%	
	Investment Income	75,000	769,834	⁴ 233,200	56,036		694,834	1026.45%	
	Interest Expense on Capital Asset Debt	(1,125,935)	(496,205)	(1,125,935)	(589,293)		629,730	44.07%	
	Transfer from Capital Reserves	-	-	3,534,274			-	0.00%	
	Total Nonoperating Revenues	64,014,032	46,490,193	68,084,646	40,046,257		(17,523,839)	72.63%	
	Total Revenues	88,875,817	74,860,199	94,269,424	76,448,665		(14,015,618)	84.23%	
Operating Expenses:									
	Salaries & Benefits	45,375,750	36,427,206	46,341,750	34,170,647	9,828,512	(8,948,544)	80.28%	
	Contractual Services	1,749,427	1,595,487	2,070,427	1,450,296		(153,940)	91.20%	
	Supplies & Other Operating Expenses	14,643,001	10,854,706	14,723,001	9,824,874		(3,788,295)	74.13%	
	Utilities	1,997,500	1,780,046	1,997,500	1,457,798		(217,454)	89.11%	
	Repairs & Maintenance to Plant	5,282,534	1,342,165	⁵ 10,347,672	1,504,704	6,439,252	(3,940,369)	25.41%	
	Scholarships & Financial Aid	8,062,952	7,171,126	¹ 8,062,952	13,679,002		(891,826)	88.94%	
	Strategic Opportunities	1,250,000	-	⁶ 1,250,000	-		(1,250,000)	0.00%	
	Contingency	250,000	150,786	200,000	30,544		(99,214)	60.31%	
	Debt Service	3,676,000	2,420,000	3,676,000	2,320,000		(1,256,000)	65.83%	
	Total Operating Expenses	82,287,164	61,741,522	88,669,302	64,437,865		(20,545,642)	75.03%	
	Increase/(Decrease) in Net Revenue	\$ 6,588,653	\$ 13,118,677	\$ 5,600,122	\$ 12,010,800		\$ 6,530,024		
¹	In FY22 Federal Grants and Contracts Revenue included COVID funds drawn for student relief and institutional costs; In FY22 Scholarships & Financial Aid Expenses included COVID relief payments to students.								
²	State Grants and Contracts are significantly more than budgeted due to the receipt of \$6M in ARPA funds for the downtown project.								
³	Other operating income is significant more than anticipated due to several large pieces of equipment being sold through an auction as surplus property.								
⁴	Investment income is significantly more than anticipated due to increases in interest rates on short term investments (CDs).								
⁵	The budget for repairs and maintenance increased due to the transfer from reserves for capital projects and the AET federal earmark (see mid year budget adjustment).								
⁶	\$562,556 of the strategic initiative funding has been used to date.								

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

Summary Statement of Revenue & Expenses

	FY2023 Actual	Annual Budget	FY2022 Actual	Annual Budget	FY2021 Actual	Annual Budget	FY2020 Actual	Annual Budget
Operating Revenues	\$ 28,370,006	\$ 24,861,785	\$ 36,402,408	¹ \$ 34,420,330	\$ 25,348,532	\$ 26,816,600	\$ 22,286,100	\$ 27,315,064
Non-Operating Revenues, Net	46,490,193	64,014,032	40,046,257	57,762,262	38,746,657	57,320,243	37,576,288	57,959,925
Total Revenues	74,860,199	88,875,817	76,448,665	92,182,592	64,095,189	84,136,843	59,862,388	85,274,989
Operating Expenses	61,741,522	82,287,164	64,437,865	² 85,687,565	59,439,167	79,144,659	59,959,708	80,812,679
Increase/(Decrease) in Net Revenue	\$ 13,118,677	\$ 6,588,653	\$ 12,010,800	\$ 6,495,027	\$ 4,656,022	\$ 4,992,184	\$ (97,320)	\$ 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	\$ 67,309,425	\$ 58,421,965	\$ 70,440,047
Noncurrent Assets	77,369,920	72,194,272	71,934,845
Total Assets	\$ 144,679,345	\$ 130,616,237	\$ 142,374,892
Liabilities			
Current Liabilities	\$ 6,596,635	\$ 7,240,601	\$ 12,702,984
Noncurrent Liabilities	34,596,480	37,633,184	34,596,480
Total Liabilities	41,193,115	44,873,785	47,299,464
Net Position	103,486,230	85,742,452	95,075,428
Total Liabilities and Net Position	\$ 144,679,345	\$ 130,616,237	\$ 142,374,892

KANSAS CITY KANSAS COMMUNITY COLLEGE							
BANK BALANCES PER GENERAL LEDGER							
						YTD	PRIOR YEAR
FINANCIAL INSTITUTION		FUND NO.	FUND	CHECKING	INVESTMENTS	30-Apr-23	30-Apr-22
BROTHERHOOD BANK		25	FEDERAL PROGRAMS	\$ 551,991		\$ 551,991	\$ 526,825
BROTHERHOOD BANK		61	CAPITAL OUTLAY	\$ 3,177,808		\$ 3,177,808	\$ 3,065,719
BROTHERHOOD BANK CD	¹	61	Investment		\$ 3,187,012	\$ 3,187,012	\$ 3,183,827
BROTHERHOOD BANK		74	BOARD SCHOLARSHIP	\$ 502,252		\$ 502,252	\$ 333,049
LIBERTY BANK CD	²	n/a	Investment		\$ 509,976	\$ 509,976	\$ 508,684
COUNTRY CLUB BANK		13/14	ABE-CONT. EDUCATION	\$ 217,894		\$ 217,894	\$ 298,989
COUNTRY CLUB BANK		72	INCIDENTAL (AGENCY)	\$ 316,840		\$ 316,840	\$ 303,929
SECURITY BANK		11	GENERAL FUND	\$ 51,236,299		\$ 51,236,299	\$ 39,826,607
SECURITY BANK		15	TECHNICAL ED FUND	\$ 765,591		\$ 765,591	\$ 820,821
SECURITY BANK		16	STUDENT UNION	\$ 1,450,323		\$ 1,450,323	\$ 1,199,170
			(AUXILIARY SERVICES)				
SECURITY BANK		63	STUDENT HOUSING	\$ -		\$ -	\$ 5,975,154
			(CONSTRUCTION FUND)				
SECURITY BANK CD	³	n/a	Investment		\$ 3,500,000	\$ 3,500,000	\$ -
UMB BANK *		17	PAYROLL	\$ -		\$ -	\$ -
TOTAL				\$ 58,218,998	\$ 7,196,988	\$ 65,415,986	\$ 56,042,774
* 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 4/27/2024 @ 4.75%							

Kansas City Kansas Community College										
Cashflow Analysis (General & TEC Funds)										
July 1, 2022 to June 30, 2023										
July 1, 2021 to June 30, 2022										
Month	FY2023	FY2022	FY2023	FY2022	FY2023	FY 2022		FY2023	FY2022	FY2023
	Operational	Operational	Operational	Operational	Net	Net		Transfers	Transfers	Cash
	Cash	Cash	Cash	Cash	Change	Change		In/Out	In/Out	Balance
	Inflow	Inflow	Outflow	Outflow						Balance
June										47,909,838
July	1,804,276	2,723,922	(6,759,717)	(6,357,332)	(4,955,441)	(3,633,410)		(147,514)		42,806,883
August	9,089,842	10,086,186	(6,009,394)	(10,957,213)	3,080,448	(871,027)		73,658	(1,712)	45,960,989
September	8,880,290	9,451,036	(9,832,678)	(11,990,740)	(952,388)	(2,539,704)			1,580	45,008,601
October	7,164,767	10,893,451	(11,545,519)	(4,301,288)	(4,380,752)	6,592,163				40,627,849
November	3,662,796	2,223,477	(7,679,758)	(8,911,138)	(4,016,962)	(6,687,661)				36,610,887
December	1,618,093	3,934,558	(6,718,546)	(7,770,982)	(5,100,453)	(3,836,424)				31,510,434
January	33,295,279	29,192,526	(7,725,449)	(7,384,183)	25,569,830	21,808,343				57,080,264
February	4,999,056	8,597,739	(7,393,650)	(9,236,101)	(2,394,594)	(638,362)				54,685,670
March	11,645,157	9,339,673	(8,968,330)	(11,142,860)	2,676,827	(1,803,187)				57,362,497
April	6,482,046	7,609,775	(11,842,653)	(8,742,160)	(5,360,607)	(1,132,385)				52,001,890
May	3,258,874	3,258,874	(5,864,005)	(5,864,005)	(2,605,131)	(2,605,131)				49,396,759
June	20,156,581	20,156,581	(10,289,040)	(10,289,040)	9,867,541	9,867,541				59,264,300
Totals	112,057,057	117,467,798	(100,628,739)	(102,947,042)	11,428,318			(73,856)	(132)	
Bold = Actual										
	88,641,602		(84,475,694)							
GL Balance	General Fund	\$ 51,236,299								
	TEC Fund	\$ 765,591								
		\$ 52,001,890								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Summary
YTD April 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		
	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		
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

MAY 2023

Human Resources Summary

- The Employee Recognition and Retirement Ceremony took place on May 5th. The College celebrated 118 full-time and part-time employee years of service milestones and 20 retirements. Shai Perry received the Outstanding Employee of the Year award. Traci Dillavou received the Henry Louis Excellence in Teaching award. A replay of the event is available at <https://vimeo.com/event/3355705>



- Human Resources is excited to announce that Michael Torres accepted the Director of Diversity, Equity and Inclusion position. Michael starts his employment with KCKCC on May 15, 2023.
- A short survey was sent to all employees at the end of April to assess interest in an all-employee professional development event to be held this summer. Plans are in development.
- In collaboration with Information Services, Human Resources updated the leave request system to align with the provisions outlined in the Bereavement Leave, Medical Emergency Leave and Shared Leave policies that were approved last month.
- Human Resources is in the process of updating the careers landing page to be more inviting. Enhancements include more streamlined content and additional information related to the great benefits offered to KCKCC employees.

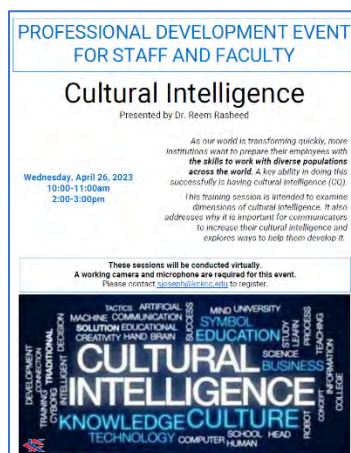
BOARD OF TRUSTEES REPORT HUMAN RESOURCES MAY 2023

Human Resources Full Report

Human Resources

Human Resources is excited to announce that Michael Torres has accepted the Director of Diversity, Equity and Inclusion position. Michael currently serves as the Director for Diversity Student Programs at Emporia State University. Michael's experience in DEI strategic planning, assessments, training and leading DEI committees will assist him in leading the CEIM department and the College's inclusion strategies.

Training and Development



Our **monthly professional development series** continued this month with *Cultural Intelligence* presented by Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, and Multicultural Engagement. Thirteen participants attended.

New professional development sessions are in the design stage and will be rolled out to all employees in the next few months. *Outstanding Customer Service* is being offered in May.



New Supervisor Training will take place in June. The agenda is as follows:

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

- *Welcome and Introductions* – Christina McGee, Chief Human Resources Officer
- *Inclusive Leadership* – Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, and Multicultural Engagement
- *FMLA, ADA, and Worker's Compensation* – Sherita Miller-Williams, Benefits Coordinator
- *Workplace Communication: Giving Constructive Feedback* – Sheila Joseph, Talent Development Manager

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

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

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

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

In future months, the supervisor training will be revamped to include additional soft skill training sessions.

A short survey was sent to all employees at the end of April to assess interest in an **all-employee professional development event** to be held this summer. Plans are in development.

Employee Relations



Employee Recognition and Retirement Ceremony took place on May 5th. We want to congratulate those that were recognized for their accomplishments at the college. The event has been viewed 112 times online. The day of the event we had 58 viewers. A replay of the event is available at <https://vimeo.com/event/3355705>

Hybrid Work

The hybrid remote pilot program continues to add new employees. There are currently 50 employees with an approved hybrid schedule. Additional training for interested employees will take place on May 12th.

Employment

We currently have 50 positions open and posted.

- 7 full-time faculty
- 19 full-time staff
- 11 part-time staff
- 13 adjunct faculty

We are working on updating the careers landing page to be more inviting. Enhancements include more streamlined content and additional information related to the great benefits offered to employees. We hope to have the new page live by the end of Summer.

Benefits

In collaboration with Information Services, Human Resources updated the leave request system to align with the provisions outlined in the Bereavement Leave, Medical Emergency Leave and Shared Leave policies that were approved last month.

The benefits coordinator is in the process of developing scripts to create short videos that will inform new employees about KCKCC benefits. The purpose of the short videos is to provide benefit information to employees on demand.

Center for Equity, Inclusion and Multicultural Engagement (CEIM)

This month Dr. Reem Rasheed is preparing a training session for library employees that focuses on diversity and unconscious bias.

BOARD OF TRUSTEES REPORT

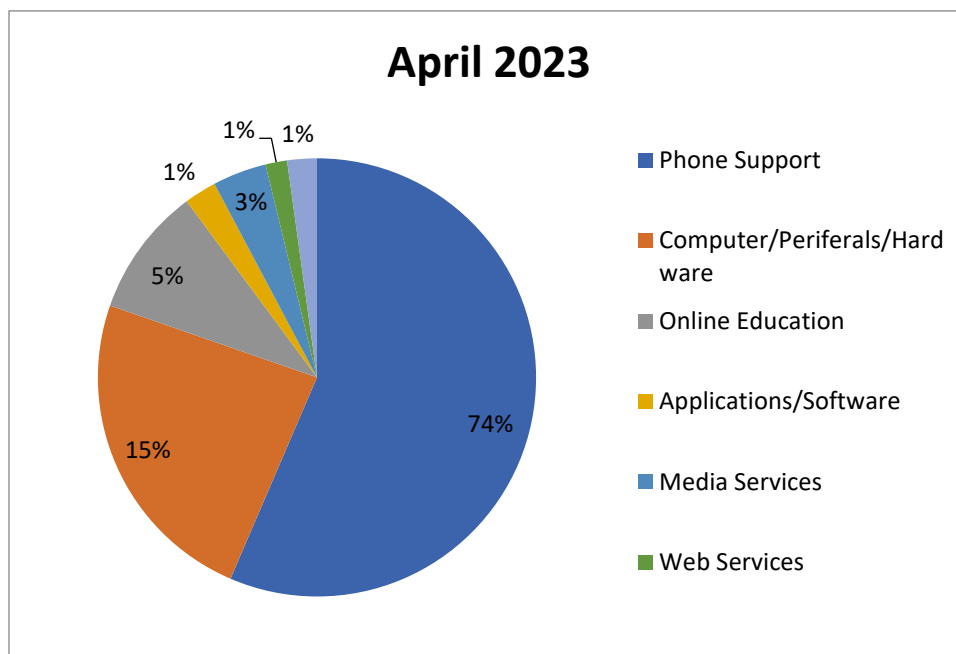
Peter Gabriel, Chief Information Officer

ACADEMIC SUPPORT

- Created and delivered training on the Mail Merge function in Word, Outlook, and basic Outlook functions.
- Updated and added ID functions in the One Card system.
- Participated in programming meetings on new downtown location.
- Attended and supplied technical assistance for Staff Senate, Extended Cabinet, Finance committee, and Board of Trustees meetings.
- Assisted Marketing in preparing for August Back to School event.
- Participated in the setup and execution of chat with the President and Cabinet.
- Aided faculty in resolving issues with the publisher test bank.
- Respond to and resolve multiple help desk tickets.

COMPUTING SERVICES

- 237 Tickets were issued during April -221 tickets were resolved.
- The average time spent on each ticket was 2.57 days.
- 564 helpdesk calls were taken in April - Average time per call was 2.67 minutes.



MEDIA SERVICES

- Set up and recorded the monthly Board of Trustees Meeting. Created a broadcast copy for the college's cable channel and a video archival of the Board of Trustees Meeting.
- Set up via Zoom a virtual/hybrid Board of Trustees Meeting.
- April 2023 Board of Trustees Meeting.



Kansas City Kansas Community College

- Vimeo analytics: <https://vimeo.com/manage/videos/816627106/analytics>
- YouTube Analytics: <https://studio.youtube.com/video/9AJDAWPPgAQ/livestreaming>
- Facebook Analytics:
<https://www.facebook.com/KansasCityKansasCommunityCollege/videos/500578098206091>
- Setup, recorded, and live streamed Monthly Finance Committee Meeting.
- Set and recorded Board Community Engagement Meeting.
- Live Streamed Athletics Events.
- Setup and live-streamed Jazz Summit
 - Day 1: <https://vimeo.com/manage/videos/821846892/analytics>
 - Day 2: <https://vimeo.com/manage/videos/821495905/analytics>
 - Day 3: <https://vimeo.com/manage/videos/821069159/analytics>
 - Day 4: <https://vimeo.com/manage/videos/812265213/analytics>
- Setup overflow room for WYCO Ethnic Festival.
- Recorded Deans Speeches for Employee Recognition Ceremony.
- Setup, recorded, and live-streamed the 2023 Hall of Fame Ceremony:
 - Vimeo analytics: <https://vimeo.com/manage/videos/812265213/analytics>
 - Facebook analytics:
<https://www.facebook.com/KansasCityKansasCommunityCollege/videos/1082280742358732>
- Set up a Zoom meeting for the Master Facilities Plan Workshop for the Board of Trustees.
- Set up a Zoom meeting for the Annual Joint Meeting of the Board of Trustees and College Senate.
- Set up, recorded, and live-streamed the Employee Recognition and Retirement Ceremony.
 - Vimeo analytics: <https://vimeo.com/manage/videos/822120477/analytics>

NETWORK SERVICES

- Self-Service Web App Availability - 99%
- Student Recruiter Web App Availability - 99%
- MyDotte Web App Availability - 97%
- Email Availability for employees and students - 99%
- Network Switch and Phone Availability - 98%
- Microsoft updates and security patches applied on 157 servers.
- Upgrade of all computers to Windows 10 Version 22H2, currently at 76.8% completion.
- Monthly (or as needed) computer software updates in progress: Chrome, Firefox, Edge, Adobe Acrobat Reader DC. This is only a small list from our Microsoft Defender Vulnerability list. The Google Chrome browser is updating to version 113.0.5672.93, Firefox to version 112.0.1, and Edge to version 113.0.1774.35.
- The new Domain Name System (DNS) security software installed on all KCKCC (Kansas City Kansas Community College) computers is currently at 82.7% completion.
- Additional Microsoft licensing has been set up to increase our ability to apply security, features, and quality updates to all computers even when the device is not on our network. The software will begin deployment after classes have finished for the Spring semester.

Policy: 1.11

Smoke and Tobacco-Free College

Purpose

The purpose of this policy is to comply with the Kansas Indoor Clean Air Act (KSA 21-6109 through 21-6116) and to assist in the creation of a healthy and comfortable environment for students, employees, visitors, and any other members of the Kansas City Kansas Community College ("KCKCC") community, inside or outside of KCKCC facilities.

Scope

This policy applies to all individuals on all KCKCC properties.

Definitions

Smoking - the act of drawing smoke or a vaporized substance into one's mouth that has been ignited, combusted, or vaporized.

Smoking Products - include, but are not limited to, tobacco, cloves, all cigarette products (cigarettes, bidis, kreteks, e-cigarettes, etc.) and all smoke-producing devices (cigars, pipes, hookahs, etc.).

Tobacco - includes all types of tobacco products, smoked or not smoked, such as chewing tobacco.

College Property - all sites owned or leased by KCKCC including but not limited to facilities, grounds, and parking lots.

Policy Statement

Kansas City Kansas Community College ("College" or "KCKCC") prohibits smoking and the use of all smoking and tobacco products on College property. The use of all forms of chewing tobacco and snuff are prohibited at all times on a KCKCC property, including in all KCKCC buildings, parking lots, hotel rooms provided by the College, college vehicles, residence halls and their grounds, clinics, laboratories, classrooms, private offices, balconies, plazas, vestibules, loading docks, and on any other college property, as well as within close proximity to or causing the obstruction of any building entrance, covered walkway or ventilation system.

KCKCC prohibits any advertising, sale, or free sampling of tobacco and/or smoking products on College property and littering on college property with the remains of tobacco and smoking products or any other related waste product.

Board Approved: 08/01/2015, XX/XX/XXXX

Policy: 5.10

Consensual Relationships

Purpose

To address voluntary romantic or sexual relationships where a conflict of interest or power differential exists because of a person's role within the college, e.g., faculty/student or supervisor/employee.

Definitions

Consensual relationship – includes any intimate, romantic, dating, sexual relationship, or sexual conduct to which both parties have given consent.

Student – enrolled in credit and non-credit courses at all College locations.

Employee – any staff, faculty, or administrator employed by Kansas City Kansas Community College (“KCKCC”).

Policy Statement

KCKCC strives to provide an environment that is respectful, professional, and fosters trust and is free from unlawful discrimination or harassment and to prevent real or perceived conflicts of interest or favoritism.

There are risks in any consensual relationship between individuals where there is unequal power in positions. Because of the potential for conflict of interest, exploitation, favoritism, and bias such relationships may undermine the real or perceived integrity of the supervision and evaluation provided.

Consent is difficult to assess in a relationship where there exist positions of unequal power between the individuals involved in the relationship. Further, these relationships may not be consensual as the individual whose position confers power or authority believes. In addition, circumstances may change and conduct that was previously welcomed may become unwelcomed. Past consent does not remove grounds for a complaint based upon subsequent unwelcomed conduct.

Consensual relationships between individuals in unequal power positions should be avoided and in many circumstances are strictly prohibited by this policy. Since these relationships can occur in multiple contexts at the College, this policy addresses certain contexts specifically.

With Students

Consensual relationships between any KCKCC employee or Board of Trustees member and a current student are prohibited.

With Employees

Consensual relationships between any KCKCC employee or Board of Trustees member in which one person has influence, direct or indirect authority over the other are prohibited.

Notification

Because of potential issues regarding conflict of interest, discrimination and/or harassment, reporting of pre-existing or new relationships to the Chief Human Resources Officer or their designee is required. Failure to report in a timely manner will be considered a violation of policy.

Upon disclosure of a prohibited relationship, KCKCC will take appropriate and reasonable steps to mitigate any exposure to the College. Examples of appropriate and reasonable steps include, but are not limited to, changing the employee reporting structure or assigning a student to the same class with a different instructor.

Student

Consensual relationships between any KCKCC employee or Board of Trustees member with a current student must be reported to the Chief Human Resources Officer or their designee. Consensual relationships between students are not prohibited by this policy.

Employee

If an employee enters into or is in a consensual relationship with a Board of Trustees member or with an employee who reports directly or indirectly to that employee, or if one of the parties is in a supervisory capacity in the same department in which the other party works, the employees must report the relationship to the Chief Human Resources Officer or their designee.

Employees or students that have questions about specific relationships are encouraged to contact the Human Resources Department for guidance.

Confidentiality

KCKCC understands that romantic or sexual relationships are often private in nature. To the greatest extent possible, KCKCC will protect the confidentiality of individuals for any cases reported to the College.

Special Circumstances

Upon request of the involved parties, the Chief Human Resources Officer shall grant exceptions to this policy upon concluding that an otherwise prohibited consensual relationship existed prior to the effective date of this policy, and that the consensual relationship does not present the likelihood of abuse of power or exploitation by either party or there exists other good cause for granting an exception.

Consequences

Employees who engage in a consensual relationship with a student or other employee contrary to the guidance, prohibitions, and requirements provided in the policy are subject to disciplinary action up to and including termination, depending on the nature of and context for the violation. They will also be held accountable for any adverse consequences that result from those relationships.

Reference: 5.00 Discrimination and Harassment Policy

3.03 Title IX Policy

3.03A Title IX Procedure

2.01 Academic Nepotism Policy

Board Approved: XX/XX/XXXX



Board of Trustees Meeting Schedule FY2024

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

Meetings are Hybrid at KCKCC-Main Campus Upper Jewell Lounge and Zoom Meeting.

*Marks the exceptions.

MEETINGS
Tuesday, July 18, 2023
*Tuesday, August 22, 2023
*Tuesday, September 19, 2023 (9:00 a.m. at Main Campus)
*Tuesday, October 17, 2023 (9:00 a.m. at Pioneer Career Center)
*Tuesday, November 14, 2023
* Tuesday, December 12, 2023
Tuesday, January 16, 2024
Tuesday, February 20, 2024
Tuesday, March 19, 2024
*Tuesday, April 16, 2024 (9:00 a.m. at Technical Education Center)
Tuesday, May 21, 2024
Tuesday, June 18, 2024