

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

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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, October 18, 2022 – 8:00 A.M.

Meeting Location: Hybrid – KCKCC-Pioneer Career Center and Zoom Meeting

<u>Agenda</u>

1. Call to Order

2. Executive Session(s):

- 1) Executive session for the preliminary discussion of the acquisition of real property, with <u>possible action to follow in open session (4-minute duration)</u>. Open session will take place in the public meeting room (Pioneer Conference Room) and in the virtual meeting room.
- 2) Executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship, with <u>possible</u> <u>action to follow in open session (15-minute duration)</u>. Open session will take place in the public meeting room (Pioneer Conference Room) and in the virtual meeting room.
- 3) Executive session to discuss personnel matters of nonelected personnel, with possible action to follow in open session (7-minute duration). Open session will take place in the public meeting room (Pioneer Conference Room) and in the virtual meeting room.
- 4) Executive session to discuss personnel matters of nonelected personnel, with <u>possible action to follow in open session (4-minute duration)</u>. Open session will take place in the public meeting room (Pioneer Conference Room) and in the virtual meeting room.

3. Adjournment



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, October 18, 2022 – 9:00 A.M.

Meeting Location: Hybrid – KCKCC-Pioneer Career Center and Zoom Meeting

<u>Agenda</u>

- 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:**

- Annual Assessment Report. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
- SB155 Special Course Fees. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
- Annual Equity in Athletics Disclosure Act Report. Presented by Dr. Chris Meiers, Vice President of Student Affairs and Enrollment Management.
- Student Housing Update. Presented by Dr. Shelley Kneuvean, Chief Financial Officer.
- 2022 Annual Security and Fire Safety Report. Presented by Mr. Robert Putzke, Chief of College Police.

7. Communications:

- Board of Trustees Annual Food Drive. Presented by Dr. Greg Mosier.
- 8. Board Committee Reports

- 9. Consent Agenda:
 - (Item A) Approval of Minutes of the September 20, 2022 Meeting
 - (Item A1) Approval of Minutes of the September 20, 2022 Special Meeting
 - (Item B) Approval of Recommendations for Payment
 - (Item C) Approval of Ratification Items
 - (Item D) Approval of Personnel Items (H.R.)
- 10. Student Senate Report Mr. Andrew Guevara-Alatorre, Student Senate President
- 11. President's Report Dr. Greg Mosier
- 12. Vice President of Academic Affairs Report Mr. Jerry Pope
- 13. Vice President of Student Affairs and Enrollment Management Report Dr. Chris Meiers
- 14. Chief Marketing and Institutional Image Officer Report Ms. Kristy Green
- 15. Chief Financial Officer Report Dr. Shelley Kneuvean
- 16. Chief Human Resources Officer Report Ms. Christina McGee
- 17. Chief Information Officer Report Mr. Peter Gabriel
- 18. Unfinished Business:
 - Update of Alcohol Resolution for Purses with a Purpose. Presented by Dr. Greg Mosier.

19. New Business:

- Approval of College Policies. Presented by Trustee Linda Hoskins Sutton.
 - o KCKCC Naming Rights, Opportunities, and Recognition (Policy: 1.18)
 - o Course Readiness (Policy: 2.16)
 - o Petition to Administrative Enrollment Deadlines (Policy: 3.07)
 - o Petition to the Assessment of Tuition and Fees (Policy: 3.08)
 - o Relocation Assistance (Policy: 5.63)
- Approval of Fire Science AAS Program Modification. Presented by Mr. Jerry Pope.
- Approval to Invest in Treasury Bonds. Presented by Dr. Shelley Kneuvean.
- Approval of Signatories for Bank Depositories. Presented by Dr. Greg Mosier.
- Approval of Agreement with Byrne Pelofsky + Associates, LLC for capital campaign consulting. Presented by Dr. Greg Mosier.
- Approval of KCKCC-Parkwood Day School D.B.A. Little Leaders at KCKCC Lease Agreement. Presented by Dr. Greg Mosier.

20. Adjournment

Next Meeting of the Board of Trustees: <u>Tuesday, November 15, 2022 - 5:00 p.m. – Hybrid Meeting</u> (KCKCC – Main Campus & Zoom Virtual Meeting Room)

To align with Excel in CTE Program guidelines, these fee changes are being recommended for students who enroll in courses covered under the Excel in CTE Program. This proposal does not impact existing Special Course Fees charged to non-Excel in CTE students. Contact Vice President of Academic Affairs (jpope@kckcc.edu) or Chief Financial Officer (CFO@kckcc.edu) for for further information.

ACRT 0100		23/24 Course Fee		Student or HS Pays 23/24	22/23 Course Fee	Student or HS Pays 22/23	23/24	
	Safety glasses	\$		\$ 4.00	\$ -	\$ 4.00		
ACRT 0101	OSHA 10	\$ 32.	_	\$-	\$ 25.00	\$ -		
ACRT 0110	Uniform shirts - 2, Start Fees for I-Car Subscription, Respirator	\$ 50.	_	\$ 100.00	\$ 50.00		-	
ACRT 0160	Paint suit	\$	_	\$ 50.00	\$ - \$ -	\$ 16.00 \$ 20.00		
ACRT 0262 ACRT 0241	Graduation Fee Cert A Graduation Fee Cert B & C	\$ 20. \$ 8.	00	-	\$ - \$ -	\$ 20.00 \$ 8.00		
ACRT 0180	End of program I-Car digital credential exam and I-Car Welding Test	\$ 385		۰ ۲	\$ 385.00	\$ <u>-</u>		
TOTAL		\$ 495		\$ 154.00	\$ 460.00	\$ 120.00	\$	69.00
Automotive Technolog	gy Certificate	-1	-			r	٦	
AUTT 0103	Work shirts, insurance, workbook, safety glasses, textbook S/P2 Testing	\$ 10	00	\$ 178.00	\$ 10.00	\$ 178.00		
AUTT 0182	Certification tests, Graduation fee	\$ 63	_	\$ 178.00	\$ 43.00	\$ 20.00		
AUTT 0272	Work shirt & graduation fee Cert B		00	\$ 35.00	\$ -	\$ 43.00		
AUTT 0284	Certification tests	\$ 43.		\$ -	\$ 43.00	\$ -		
TOTAL		\$ 124	00	\$ 213.00	\$ 96.00	\$ 241.00	\$	-
Biomanufacturing Cert		4 00		•	4		1	
BIOL 0105 BMFR 0146	Lab Coats MT1 certification exam	\$ 30. \$ 120.	_	> -	\$ 30.00 \$ 320.00			
TOTAL	Witt Certification exam	Ş 120.	00	Ý	5 520.00	÷		
TOTAL		\$ 150	00	\$ -	\$ 350.00	s -	\$	(200.00)
Building Engineering &	& Property Maintenance Certificate			•		•	-	()
BEMT 0101	Tool Kits, OSHA Safety	\$ 99	00	\$ 350.00	\$ 20.00	\$ 350.00		
BEMT 0102	Uniforms, Cengage training	\$		\$ 240.00	\$ -	\$ 240.00		
BEMT 0108	Interplay Learning Online Membership	\$ 50.		\$ -	\$ 50.00		-	
BEMT 0220	Cert A Graduation Fee	\$ 20. \$ 50.	_	-	\$ - \$ 50.00	\$ 20.00	-	
BEMT 0112 BEMT 0130	Interplay Learning Online Membership Interplay Learning Online Membership	\$ 50. \$ 50.		\$ - ¢	\$ 50.00 \$ 50.00	\$ -		
BEMT 0200	Cert B & C Graduation Fee	\$ 50.		- -	\$ <u>50.00</u>	\$ 8.00		
BPMT 0221	Interplay Learning Online Membership	\$ 50		\$ -	\$ 50.00			
TOTAL		\$ 327	00	\$ 590.00	\$ 220.00	\$ 618.00	\$	79.00
Certified Medical Assis		1.	-				7	
ALHT 0106	Insurance, background check, licensure test, PPE	\$ 54.	_	\$ 50.00	\$ 54.00			
TOTAL		\$ 54.	00	\$ 50.00	\$ 54.00	\$ 50.00	Ş	-
Certified Nursing Assis	stant							
ALHT 0104	Workbook, equipment, insurance, background check, licensure test	\$ 95	05	\$ 110.00	\$ 95.05	\$ 110.00	1	
ALHT 0127	Textbook	\$		\$ 130.00	\$ -	\$ 130.00		
TOTAL		\$95.	05	\$240.00	\$95.05	\$240.00	\$	-
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Early Childhood Edu	cation Development Certificate - B										
ECED 0112	E-Textbooks	\$	32.00	\$	-	\$	30.00	\$	-		
ECED 0113	E-Textbooks	\$	32.00	\$	-	\$	30.00	\$	-		
ECED 0143	E-Textbooks	\$	32.00	\$	-	\$	30.00	\$	-		
ECED 0170	E-Textbooks	\$	32.00	\$	-	\$	30.00	\$	-		
ECED 0180	E-Textbooks	\$	32.00	\$	-	\$	30.00	\$	-		
TOTAL		\$	160.00	\$	-	\$	150.00	\$	1	\$	10.00
Electrical Technolog		1									
ELET 0100	OSHA 30	\$	99.00	\$	-	\$	25.00	\$	-		
ELET 0104	Electrical workbook and uniform	\$	-	Ş	110.00	\$	-	\$	110.60		
ELET 0130	Tools Graduation Fee	\$	-	Ş	100.00	\$	-	Ş	255.00		
ELET 0240 TOTAL	Graudation ree	\$ \$	20.00 119.00	\$	210.00	\$ \$	25.00	\$ \$	20.00 385.60	\$	(81.60)
Emergency Medical	Services Certificate										
EMTC 0105	Uniform, insurance, background check, textbook	\$	69.00	\$	216.30	\$	69.00	Ş	216.30		
EMTC 0128	Uniform x 2 and textbook	\$	30.00	\$	471.25	\$	30.00	\$	471.25		
ALHT 0120	Textbook	\$	-	\$	155.40	\$	-	\$	155.40		
TOTAL		\$	99.00	\$	842.95	Ş	99.00	Ş	842.95	Ş	-
Fire Science Academ FRSC 0100		\$	15.00	ć	513.80	ŝ	15.00	e	513.80		
TOTAL	Uniform, certification test and textbooks	\$		\$				\$ \$		ć	
TUTAL		Ş	15.00	Ş	513.80	Ş	15.00	Ş	513.80	Ş	-
HVAC Certificate	OCHA contification and uniforms	^	22.00	6	120.00	ć	35.00	6	130.00	1	
HVAC 0100 HVAC 0120	OSHA certification and uniforms Gas heat certification	\$ \$	32.00 15.00	ې د	120.00	\$ \$	25.00 15.00	ې د	120.00		
HVAC 0120	Electrical certification & Interplay Learning Online Membership	\$		\$		\$ \$		\$	-		
HVAC 0125	Electrical certification & interplay Learning Online Membership EPA 608	\$	214.00 25.00	\$		ş S	15.00 25.00	\$	-		
HVAC 0220	A/C certification	\$	15.00	\$		\$	15.00	\$ ¢	-		
HVAC 0220	Graduation Fee	\$	20.00	<u> </u>	-	\$	- 15.00	э ¢	20.00		
TOTAL		\$	321.00	\$	120.00	\$	95.00	\$		\$	206.00
Marchine Technology											
Machine Technology MACH 0101	OSHA credential	\$	32.00	\$		Ś	25.00	s	-		
MACH 0103	Skills USA membership fee	\$	15.00	\$	-	\$	15.00	\$	-		
MACH 0108	NIMS Certification	\$	125.00	\$	-	\$	120.00	\$	-		
MACH 0110	Graduation Fee	\$	20.00	-		\$	-	\$	20.00		
TOTAL		\$	192.00	\$	-	\$	160.00	\$	20.00	\$	12.00
Medical Assistant Ce	ertificate										
Medical Assistant Co MEDA 0165	rtificate Insurance, textbook, scrubs, equipment	\$	15.00	Ş	560.25	\$	15.00	\$	560.25		
		\$	15.00	\$ \$	560.25 161.10	\$	15.00	\$ \$	560.25 161.10		
MEDA 0165 MEDA 0190 MEDA 0195	Insurance, textbook, scrubs, equipment	\$	15.00 317.00	\$ \$ \$		\$ \$	15.00 317.00	\$ \$ \$			
MEDA 0165 MEDA 0190 MEDA 0195	Insurance, textbook, scrubs, equipment Textbook bundle			\$ \$ \$ \$	161.10 25.00			\$ \$ \$ \$	161.10	\$	-
MEDA 0165 MEDA 0190 MEDA 0195 TOTAL Nail Technology Cert	Insurance, textbook, scrubs, equipment Textbook bundle Background check, drug screen, certification test, transcript/grad fee	\$	317.00	\$ \$ \$ \$	161.10 25.00 746.35	\$	317.00	\$ \$ \$	161.10 25.00 746.35	Ş	-
MEDA 0165 MEDA 0190 MEDA 0195 TOTAL Nail Technology Cert NAIL 0101	Insurance, textbook, scrubs, equipment Textbook bundle Background check, drug screen, certification test, transcript/grad fee tificate Textbook, Kits and Scrubs	\$	317.00 332.00 -	\$ \$ \$ \$ \$	161.10 25.00	\$	<u>317.00</u> 332.00	\$ \$ \$ \$	161.10 25.00	Ş	-
MEDA 0165 MEDA 0190 MEDA 0195 TOTAL Nail Technology Cert NAIL 0101 NAIL 0105	Insurance, textbook, scrubs, equipment Textbook bundle Background check, drug screen, certification test, transcript/grad fee ifficate Textbook, Kits and Scrubs Apprenticeship license	\$ \$ \$ \$	317.00 332.00 - 15.00	\$ \$ \$ \$ \$ \$ \$	161.10 25.00 746.35	\$ \$ \$ \$	317.00 332.00 - 15.00	\$ \$ \$ \$ \$ \$	161.10 25.00 746.35 360.00 -	Ş	
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2021-2022 EADA Report Summary Submitted Fall of 2022 Kansas City Kansas Community College Athletic Department

The Equity in Athletics Disclosure Act is designed to make prospective students aware of a school's commitment to providing equitable athletic opportunities for its men and women students. Any co-educational institution of higher education that participates in a federal student aid program must prepare an EADA report by October 15. Institutions must also report data to the U.S. Department of Education via this online survey. This is a mandatory survey.

Data collected in this survey will be published by the Office of Postsecondary Education on the Equity in Athletics Data Analysis Cutting Tool website located at http://ope.ed.gov/athletics. Click here to view our Privacy Statement. According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1845-0010. The time required to complete this information collection is estimated to average 5.5 hours, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collected.

The number of male and the number of female full-time undergraduates enrolled:

Male: 605 Percentage: 45%

Female: 748 Percentage: 55%

Unduplicated head count of participants on at least one varsity team, by gender:

Male: 83

Female: 65

List of the varsity teams that competed in intercollegiate athletic competition: Baseball, Men's Basketball, Women's Basketball,

Men's Golf, Men's Soccer, Women's Soccer, Softball, Volleyball

Baseball

Total number of participants: **39** Number of participants who also participate on another varsity team: **0** Number of other varsity teams on which they participated: **NA** Total operating expenses: **\$75,647** Head coach male or female and whether the coach was full-time or part time:

Male, fulltime employee.

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

1 male full-time assistant coach

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

NA

Men's Basketball

Total number of participants: 12

Number of participants who also participate on another varsity team: ${\bf 0}$

Number of other varsity teams on which they participated: NA

Total operating expenses: \$46,985

Head coach male or female and whether the coach was full-time or part time:

Male, full-time employee.

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

1 full-time male assistant

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

NA

Women's Basketball

Total number of participants: 9

Number of participants who also participate on another varsity team: 0

Number of other varsity teams on which they participated: 0

Total operating expenses: \$39,489

Head coach male or female and whether the coach was full-time or part time:

Female, full-time employee.

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

1 full-time female assistant

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

NA

Golf

Total number of participants: 8

Number of participants who also participate on another varsity team: 0

Number of other varsity teams on which they participated: 0

Total operating expenses: \$19,760

Head coach male or female and whether the coach was full-time or part time:

Male, full-time.

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time: **0**

Number of part-time assistant coaches who were full-time and part-time employees of the institution: **NA**

Men's Soccer

Total number of participants: 24

Number of participants who also participate on another varsity team: ${\bf 0}$

Number of other varsity teams on which they participated: ${\bf 0}$

Total operating expenses: \$36,247

Head coach male or female and whether the coach was full-time or part time:

Male, fulltime employee.

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

1 male full-time assistant coach

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

NA

Women's Soccer

Total number of participants: 19

Number of participants who also participate on another varsity team: 0

Number of other varsity teams on which they participated: ${\bf 0}$

Total operating expenses: \$27,401

Head coach male or female and whether the coach was full-time or part time:

Male, fulltime employee

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

NA

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

1 male full-time assistant coach

Softball

Total number of participants: 18

Number of participants who also participate on another varsity team: 0

Number of other varsity teams on which they participated: 0

Total operating expenses: \$45,293

Head coach male or female and whether the coach was full-time or part time:

Female, fulltime employee

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

1 full-time female assistant

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

NA

Volleyball

Total number of participants: 19

Number of participants who also participate on another varsity team: 0

Number of other varsity teams on which they participated: 0

Total operating expenses: \$57,463

Head coach male or female and whether the coach was full-time or part time:

Female, full-time

Part time head coach? Is coach a full-time or part-time employee of the institution? **NA** Number of male and number of female assistant coaches and the number of male and female assistant coaches who were full-time or part-time:

1 female full-time assistant coach

Number of part-time assistant coaches who were full-time and part-time employees of the institution:

NA

Total revenue attributable to intercollegiate athletic activities:

Revenue from football: NA

Revenue for men's basketball: \$229,028

Revenue for women's basketball: \$203,293

Revenue for all other men's sports combined: \$665,496

Revenue for all other women's sports combined: \$704,578

Total revenues across all men's teams and across all women's teams: Men's: \$894,524 Women's: \$907,871 Total amount of money spent on athletically related student aid: Men's student aid: \$244,970 Women's student aid: \$234,009

Ratio of athletically related student aid awarded to male athletes to athletically related student aid awarded to female athletes: Male: 51% Female: 49%

Total amount of expenditures on recruiting: Men's expenditures: \$6,978 Women's expenditures: \$7,026

Average annual institutional salary of head coaches of men's teams and of women's teams: Men's team average salary: \$61,837 Women's team average salary: \$60,484

Average annual institutional salary of the assistant coaches of men's teams and of women's teams:

Men's team average assistant coach salary: \$36,508 Women's team average assistant coach salary: \$35,130

Total expenses attributable to intercollegiate athletic activities: Expenses attributable to football: NA Expenses attributable to men's basketball: \$229,028 Expenses attributable to women's basketball: \$203,293 Expenses attributable to all other men's combined: \$665,496 Expenses attributable to all other women's sports combined: \$704,578

Total expenses across all men's teams and across all women's teams: Men's: \$894,524 Women's: \$907,871

KCKCC 2022 Annual Security and Fire Safety Report (Clery Act)

- Purpose of the Clery Report is to share information about safety on college and university campuses across the country
- Report required by Federal Statute and reports data from 3 previous years
 - Significant penalties for noncompliance

KCKCC 2022 Annual Security and Fire Safety Report (Clery Act)

- Separate data for each "campus" under federal definitions KCKCC has 5 separate campuses under these definitions including the main campus, TEC 1, Tec 2-3-Fire Science, Leavenworth campus, and Wyandotte HS campus
- 2022 report contains data from last 3 years 2019, 2020, 2021
- Each campus has four reporting areas required by the federal law: On-Campus, Non-Campus, and Public Property as well as a separate section for on-campus housing

Statistics

- KCKCC crime data is extremely low, especially when compared to surrounding area or Wyandotte County as a whole
- Separate police department on campus and dedicated staff
- Focus on security and safety enhancements in the budget for FY23

See report for specific data

Questions?



2022

Kansas City Kansas Community College

ANNUAL SECURITY & FIRE SAFETY REPORT

TABLE OF CONTENT

The Annual Campus Security Report	4
Introduction	5
College Law Enforcement	6
Enforcement Authority, Arrest Authority and Jurisdiction	6
Safety Tips Provided by the KCKCC Police Department	7
Reporting Procedures	8
Reporting Criminal Activity or Emergencies	8
Response to Reports	8
Timely Warning Procedures	10
Timely Warning	10
Emergency Response and Evacuation Procedures	12
Evacuation Procedures	12
Notifications for Emergency or Dangerous Situations	13
Confirmation of Emergency or Dangerous Situations	13
Emergency Testing Procedures	14
Local Police Department	14
Security of and Access to College Facilities	14
Maintenance of College Facilities	15
Education Programs	15
Alcohol and Drug Policies	16
Possession, Use and Sale of Alcoholic Beverages	16
Possession, Use and Sale of Illegal Drugs	16
Local Assistance Options for Employees and Students	17
Crime Statistics	19
Definitions for Use in Classifying Crime Reports	19
Definitions for Use in Classifying Hate Crime Reports	22
Daily Crime Log	30
Missing Students	31
Higher Education Opportunity Act (HEOA) Victim Notification	31
Sex Offender Registry	31
Policies and Procedures Related to Dating Violence, Domestic Violence, Sexual Assault and Stalking	32
The KCKCC Title IX Policy	32
Title IX Student Code of Conduct	32
Kansas City Kansas Community College Policy: 5.00 Discrimination and Harassment	32
Definitions Violence Against Women Act (VAWA)	32
Kansas Definitions and Statutes	34
Annual Fire Safety Report	42
KCKCC Student Housing	43
Fire Drills	43
Policies on Smoking, Open Flames, and Portable Appliances	43

Fire Evacuation Procedures for Student Housing	43
Fire Safety Education and Training	43
Fire Procedures	44
Future Improvements	44
Fire Log	44
Fire Statistics	44
Appendix	46
Additional State of Kansas Criminal Definitions	47

The Annual Campus Security Report

INTRODUCTION

Thank you for spending time reviewing our annual crime and fire safety report.

Kansas City Kansas Community College published this report in compliance with the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (Clery Act) and the "Higher Education Opportunity Act of 2008". This report includes statistics for the previous three years concerning reported crimes that occurred on or in all property and buildings owned or controlled by Kansas City Kansas Community College (referred herein as "College Property"); and on public property within, or immediately adjacent to and accessible from the college.

The Kansas City Kansas Community College Police Department works diligently with other local departments and agencies to compile the necessary information for this report. The Kansas City Kansas Police Department, the Wyandotte County Sheriff's Department, Kansas Highway Patrol and the Leavenworth County Sheriff's Department have assisted the college by providing important information for this report. I encourage all community members to take a few minutes and review this report. If you have any questions, please feel free to contact me at 913-288-7636 or via email at rputzke@kckcc.edu.

Sincerely,

Robert

Robert Putzke Chief of Police Kansas City Kansas Community College https://www.kckcc.edu/about/safety/campus-police.html

COLLEGE LAW ENFORCEMENT

The Kansas City Kansas Community College (KCKCC) Police Department is located in the Science Building (Room 3452) at the 7250 State Ave. location and provides protection and service to the KCKCC community by foot, bicycle, and vehicular patrol 24 hours a day, 365 days a year. A chief, deputy chief, 3 sergeants, 14 patrol officers, 4 security guards, and an administrative assistant staff the KCKCC Police Department. They are charged with the responsibility of making sure federal, state, and local laws, as well as KCKCC policies and procedures, are obeyed and enforced.

Enforcement Authority, Arrest Authority and Jurisdiction

Pursuant to Kansas law (K.S.A. 72-6146 and K.S.A. 22-2401a), KCKCC Police Officers are statecertified police officers empowered to enforce all state and local laws with the authority to make arrests:

- On property owned, occupied or operated by the College or at the site of a function sponsored by the College;
- On the streets, property and highways immediately adjacent to and coterminous with the property; and
- Within the city or county where property is located, as necessary to protect the health, safety and welfare of students and faculty of the College, with appropriate agreement by local law enforcement agencies.

Working Relationships with Outside Agencies

The KCKCC Police Department maintains a strong working relationship and works closely with local, state and federal law enforcement agencies. KCKCC locations fall within the jurisdictions of the Kansas City Kansas Police Department, Wyandotte County Sheriff's Office, Leavenworth Police Department, and the Leavenworth County Sheriff's Office. These agencies respond to requests for assistance from the KCKCC Police Department and provide assistance in investigations exceeding the capabilities of the KCKCC Police Department.

Agreements with Outside Agencies

Currently there are no Memoranda of Understandings (MOUs) in place with outside law enforcement agencies.

Additional Services

KCKCC Police Officers are available 24 hours a day to provide escort services to and from any location owned by KCKCC. To request an escort, individuals can contact the KCKCC Police Department at 913-288-7636.

KCKCC has several Code Blue emergency phones on college properties. These two-way call boxes are located strategically around college properties. They allow an individual in need of assistance to speak directly with the KCKCC Police Department.

SAFETY TIPS PROVIDED BY THE KCKCC POLICE DEPARTMENT



Stay Alert

Your safety depends on your awareness of your surroundings. Use common sense and do not place yourself in a location or situation to become a victim of crime.



See Something Say Something

Report all suspicious activity as soon as possible to the KCKCC Police Department.

Avoid Walking Alone at Night

Walk in groups and if you must travel alone at night, stay on well-lit paths and sidewalks.

Keep Your Doors Locked

Unsecured property is inviting to would be criminals. Locking your door is an effective way to reduce theft and enhance personal safety. Do not prop open exterior doors and close any doors you find propped open. Propped doors are a high risk and greatly increase chances of your victimization. Secure your safety.



Park in Well-lit Areas and Keep Vehicles Locked

Keep unattended vehicles locked at all times. Lock all valuables in your trunk or out of sight.



Register Your Vehicle with the KCKCC Police Department

The KCKCC Police Department will issue a registration sticker to affix to your vehicle.



Protect Your Laptop and Phone

Always keep your laptop and phone secured, whether in your room or in study areas, as they are high value, high targeted items for theft. Don't leave your phone on a charging station and walk away leaving it unattended. KCKCC does not cover property loss or damage due to unforeseeable incidents that may occur.

REPORTING PROCEDURES

Reporting Criminal Activity or Emergencies

To help provide a safe and secure environment, all members of the KCKCC community, including visitors, are expected, requested, and encouraged to report any criminal activity or emergencies they observe. Reporting may be accomplished in person at the KCKCC Police Department (Room 3452), by contacting the KCKCC Police Department directly at 913-288-7636, or by dialing 911.

KCKCC encourages all reports of criminal activity to be reported to the KCKCC Police Department, but they may also be reported to the following preferred "Campus Security Authorities" (CSAs):

- Any KCKCC Police Officer or Police Department Employee: 913-288-7636
- Vice President of Academic Affairs: 913-288-7689
- Vice President of Student Affairs and Enrollment Management: 913-288-7691
- Chief Human Resource Officer: 913-288-7243
- Dean of Academic Support Assessment: 913-288-7579
- Dean of Arts, Humanities, and Communications: 913-288-7674
- Director of Enrollment Management: 913-288-7299
- Dean of Health Professions: 913-288-7174
- Dean of Math, Science, Business Technology: 913-288-7518
- · Dean of Social and Behavioral Sciences: 913-288-7134
- Dean of Technical Education: 913-288-7801
- Dean of Student Services: 913-288-7109
- Director of Pioneer Career Center: 913-288-7751
- Athletic Director: 913-288-1450
- · All Athletic Coaches: 913-288-7656
- Title IX Coordinator: 913-288-7504
- College Nurse: 913-288-7683

Response to Reports

Officers will respond to all reports of criminal activity or emergency situations. Response time may be affected by various factors, such as the number and location of available personnel and/or their involvement at the time a report is received. Response to an incident may also involve other personnel (i.e., Student Services in an incident of violence, members from the Counseling Center in the case of a sexual assault, and/or an outside police agency or other agencies if an incident requires specialized abilities beyond the capabilities of the KCKCC Police Department).

If an individual is unsure what they have witnessed or experienced is a crime, they are encouraged

to contact the KCKCC Police Department. KCKCC Police Officers are available 24 hours a day to answer calls. In response to a call, the KCKCC Police Department will take the required action, either dispatching an officer to the location, asking the individual to come to our office, or assist them in contacting another agency such as the Kansas City Kansas Police Department.

Accurate and Prompt Reporting of Crimes

All faculty, staff, students, and visitors are encouraged to report all crimes and public safety related incidents to the KCKCC Police Department in a timely manner. By promptly reporting crimes, it will ensure inclusion in the annual crime statistics and will aid in providing timely warning notices to the community, when appropriate.

Confidential Reporting

The KCKCC Police Department cannot guarantee that individuals will remain anonymous when filing a report. Students may consult with Police personnel to determine their options when filing reports of sexual assault. Officers can help to explain these options to the student so they have the information available to them as they determine how they will move forward. If an individual is the victim of a sex crime and they do not want to pursue action within the college system or the criminal justice system, they may still want to consider making a confidential report. The Title IX Coordinator can file a report on the details of an incident without revealing an individual's identity. The purpose of a confidential report is to comply with an individual's wish to keep the matter confidential, while taking steps to ensure the future safety of themselves and others. With such information, KCKCC can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime regarding a particular location, method, or assailant, and alert the college community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Confidential reporting can be accomplished through the Counseling & Advocacy Office. To make a confidential report, individuals are asked to contact:

Counseling and Advocacy Office Room 3371 Jewell Building 913-288-7193

The Counseling & Advocacy Office can also provide assistance with:

- Weighing options and associated risks
- Discussing possible next steps
- Obtaining information about available resources and services.

Professional Counselor

Professional counselors are encouraged to inform the persons they are counseling that they will notify the KCKCC Police Department of the incident on a confidential basis in order to determine if a timely warning or immediate notification is necessary and to ensure accurate reporting of annual crime statistics.

KCKCC does not have pastoral counselors.

TIMELY WARNING PROCEDURES

Timely Warning

A timely warning notice will be distributed when it is determined that an incident may pose an ongoing or serious threat to members of the KCKCC community and it is within the KCKCC Clery Geography. This includes

On Campus

Owned or controlled by the institution

- Within the same reasonably contiguous geographic area and
- Used in direct support of, or in a manner related to, the institution's educational purposes:
- Academic, Administrative and Support Buildings
- Residence halls and other on campus housing facilities

Non-campus Property

Owned or control buildings or property located off campus used for the following:

- Classes
- Internships
- Jobs or Work Study
- To access campus services like parking office, counseling center, student health center, etc.
- To play sports

Public Property

All public property, including thoroughfares, streets, and sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus.

Residential Facilities

Residential facilities include any student housing facility that is:

- Owned or controlled by the institution,
- · Or is located on property that is owned or controlled by the institution,
- and is within the reasonably contiguous geographic area that makes up the campus

These warnings will be distributed if the incident is reported either to the KCKCC Police Department directly or to the KCKCC Police Department indirectly through a CSA or a local police department.

In an effort to provide timely notice to the KCKCC community, and in the event of a crime which may pose a serious on-going threat to the KCKCC community, timely warnings may be issued for the following incidents:

- Murder/Non-Negligent Manslaughter.
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an on-going threat to the larger KCKCC community).
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Crime Alert but will be assessed on a case-by-case basis).
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the KCKCC Police Department).
- Major incident of arson.
- Other crimes as determined necessary by the Chief of Police, or his or her designee in his or her absence.

KCKCC does not issue Timely Warnings for the above listed crimes if:

- The department apprehends the subject(s) and the threat of imminent danger for members of the KCKCC community has been mitigated by the apprehension.
- If a report was not filed with the KCKCC Police Department or a Campus Security Authority (CSA) and KCKCC was not notified of the crime in a manner that would allow the department to post a "timely" warning for the community. A general guideline will include a report that is filed more than ten days after the date of the reported incident may not allow the KCKCC Police Department to post a "timely" warning to the community. This type of situation will be evaluated on a case-by-case basis.

These notifications will be provided to students and employees in a manner that is timely, withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences.

Individual and/or Office Responsible for Timely Warning Development and Issuance

The KCKCC Police Department works to collect this information by requesting all CSAs and local law enforcement agencies to report the above-mentioned crimes in a timely fashion so a warning can be issued. The alerts are generally written by one or more of the following: Chief of Police, KCKCC President, Office of Strategic Initiatives and Outreach, or the previously mentioned individual's designees (Timely Warning Team). Any one or more of the individuals listed above will review and revise the notification as needed then transmit the message containing the timely warning to the College Community as an email, text, or through the PA system. Updates to the KCKCC community about any particular case resulting in a timely warning may be distributed electronically via email and on the KCKCC web site, https://www.kckcc.edu.

All students, staff, and faculty are automatically signed up for emergency messaging. All KCKCC email addresses are locked into the system and cannot be opted out of receiving emergency messages. All supplied cell phone numbers are also automatically signed up to receive emergency text messages. Individuals have the ability to opt out of receiving the emergency messages received by cell phone. To opt out simply reply "stop" back to a received message from the system.

It should be noted that an institution is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The College's Emergency Preparedness and Response Plan includes information about management of emergency response and operations and communication responsibilities. College departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The College conducts emergency response drills and exercises each year, such as tabletop exercises, functional exercises, tornado drills, fire drills, and tests of the emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the college.

Several KCKCC police officers, supervisors, and administrators have received training in incident command and responding to critical incidents. When a serious incident occurs that causes an immediate threat to the college, the first responders to the scene are usually KCKCC Police Officers. Local law enforcement agencies and/or local fire and EMS agencies may also respond when their assistance is necessary. These agencies typically respond and work together to manage the incident. Depending on the nature of the incident, other college departments and other local or federal agencies could also be involved in responding to the incident.

Evacuation Procedures

KCKCC has general evacuation guidelines in the event a building or section of one of the College's locations needs to be evacuated. The plan would be affected by a myriad of factors, including the type of threat, the occupancy of the other buildings and areas of the college at the time of the incident, etc. Specific information about a multi-building or area evacuations cannot be shared with the college community in advance due to the above-mentioned factors that may impact evacuation procedures. KCKCC expects members of the community to follow the instructions of first responders on the scene, as this type of evacuation would be coordinated on-site. In some emergencies, individuals may be instructed to "shelter-in-place." If an incident occurs and the buildings or surrounding areas become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose individuals to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside. This

means that if an incident occurs and the building being occupied is not damaged; individuals should stay inside in an interior room until they are told it is safe to come out. If the building is damaged, individuals should take their personal belongings (purse, wallet, access cards, etc.) and follow the evacuation procedures for that particular building (close the door, proceed to the nearest exit, and use the stairs instead of the elevators). After evacuating from the building, seek shelter at the nearest college building quickly. If police or fire department personnel are on the scene, follow their directions.

Notifications for Emergency or Dangerous Situations

KCKCC will immediately notify the College community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on college property.

The KCKCC Police Department will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (KCKCC Police Department, local law enforcement agencies, local Fire & EMS agencies, etc.), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Confirmation of Emergency or Dangerous Situations

Community members are encouraged to notify the KCKCC Police Department of any situation or incident on college property that involves a significant emergency or dangerous situation that may involve an immediate threat to the health and safety of the KCKCC community on College property. The KCKCC Police Department has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the KCKCC Police Department has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the KCKCC community. Other departments such as Facility Services, Student Health, etc. may be involved in the confirmation process, depending on the nature of the potential threat. If so, Federal Law requires that the institution notify the college community or the appropriate segments (based on anticipated areas impacted by the emergency or dangerous situation) of the community.

If the KCKCC Police Department or other college officials confirm there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of our community, one or more members of the Timely Warning Team will collaborate to determine:

- Content of the message
- · Determine the appropriate segments of the community that will be impacted
- Initiate some or all of the notification systems (Text/Email/PA System) to notify the community
- Updates to the KCKCC community about any particular situation resulting in a timely warning may be distributed electronically via email and on the KCKCC web site, https://www.kckcc.edu.

It should be noted that unlike the Timely Warning requirement, an Emergency Notification isn't restricted just to Clery reportable crimes. Incidents such as a serious gas leak, hazmat spill, etc., could warrant the use of this protocol.

Timely Warning Team members will utilize local media outlets to notify the surrounding community of emergency situations when necessary.

Emergency Testing Procedures

KCKCC will annually test their emergency response and evacuation procedures. At a minimum one tornado and one fire drill will be conducted per year. These tests may be announced or unannounced. An After-Action Report will be completed following any drill or exercise and it will provide a description of the drill/exercise, the date of the drill/exercise, the time of the drill/exercise, and whether the drill/exercise was announced or unannounced.

KCKCC community members are encouraged to review the emergency response/evacuation procedures.

LOCAL POLICE DEPARTMENT

KCKCC does not have any "Non-Campus" locations used by student organizations.

SECURITY OF AND ACCESS TO COLLEGE FACILITIES

Key and access control at all Kansas City locations is monitored by the KCKCC Police Department. Keys at the Leavenworth location are controlled by the KCKCC Police Department. The KCKCC Police Department works to ensure that exterior doors are secure and that any door security/maintenance issues are responded to promptly. Digital security cameras are placed at strategic locations around the college, in most facilities, and some parking areas. Specific buildings have cameras focused on areas of higher risk such as facility entrances, elevators, and secure areas. Cameras are not monitored but are checked routinely through visual confirmation to ensure components are working via the central monitoring station.

During KCKCC's normal operating hours, KCKCC is generally open to employees, students, visitors, contractors, and guests. Outside normal operating hours, key cards or police escort is required to access KCKCC buildings. The 7250 State Ave. location is monitored by the KCKCC Police Department 24 hours a day. The 6565 State Ave. and the 1901 Spruce St. locations are staffed with a KCKCC Police Officer or security guard during normal hours of operation. Other locations may be patrolled by local law enforcement in that jurisdiction and the KCKCC Police Department may have a periodic presence at those locations, especially in response to a specific report. Any person requesting a police escort on or off College property should contact the KCKCC Police Department.

KCKCC offers Student Housing immediately adjacent to the 7250 State Ave. location. The parking area is gated requiring a key card to gain access. The KCKCC Police Department issues the gate cards to residents. In addition, there is a walkthrough gate for visitors to access. The walkthrough gate is locked overnight. Each of the three housing buildings are secured and require a key for access. Each individual apartment area requires a key for access. Keys to the buildings and individual apartments are issued by Student Services.

MAINTENANCE OF COLLEGE FACILITIES

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. The KCKCC Police Department regularly patrols College properties and reports malfunctioning lights and other unsafe physical conditions to Facility Services for correction. Other members of the KCKCC community may also report unsafe conditions and/or equipment problems.

EDUCATION PROGRAMS

The KCKCC Police Department is involved in a broad spectrum of crime awareness and prevention programs. Literature and brochures are provided on a continual basis throughout college properties covering a variety of crime prevention topics. Upon occasion, the KCKCC Police Department will sponsor or co-sponsor seminars or programs on crime awareness and prevention.

The KCKCC Police Department conducts College Safety Training monthly for all new hires at employee orientation. We also conduct safety training for incoming students at new Student Orientation Advisement Registration (SOAR) (pre-COVID). College Safety Training covers topics pertaining to the KCKCC Police Department, college safety, escorts, and Alert Lockdown Inform Counter Evacuate (ALICE) training.

The ALICE program provides instruction and guidance to faculty, staff, students, and the KCKCC community regarding crime prevention. The ALICE program is designed to give a person, or group of people, who may find themselves in a violent, life-threatening situation, some mental and physical tools that could play a vital role in their survival. The program is designed so that anybody can employ the strategies. Young, old, male, female, it does not matter. One does not have to be law enforcement or military trained in order to survive a violent encounter. They do need to have a frame of reference from which to draw when making life saving decisions under extreme pressure, much like preparing for a fire, tornado, or earthquake.

ALCOHOL AND DRUG POLICIES

Possession, Use and Sale of Alcoholic Beverages

The use, sale, delivery, possession and consumption of alcoholic beverages in or on any property owned or controlled by KCKCC is strictly prohibited except as specifically stated in KCKCC policy. KCKCC enforces all city, state, and federal laws pertaining to the illegal use of alcoholic beverages, particularly the laws that prohibit the sale to or possession of alcoholic beverages by person(s) under the age of 21. Any groups or persons violating KCKCC alcohol/substance policies or laws may be subject to arrest by the KCKCC Police Department and/or disciplinary sanctions by the college.

Possession, Use and Sale of Illegal Drugs

The possession, sale, manufacture, use, or distribution of any controlled substance is illegal under both state and federal laws and is a violation of KCKCC policy. Such laws are strictly enforced by the college. Violators are subject to arrest by the KCKCC Police Department and/or disciplinary sanctions by the college.

Please refer to the KCKCC Alcoholic Beverages and Illegal Drugs Policy listed in the Student Code of Conduct, in addition to the college Handbook of Policies and Procedures

Drug and/or Alcohol Abuse Education Programs

The KCKCC Employee Assistance Program (E.A.P.), provides confidential access to professional counseling services for help in confronting such personal problems as alcohol and other substance abuse, marital and family difficulties, financial or legal troubles, and emotional distress. The E.A.P. is available to all employees and their immediate family members offering problem assessment, short-term counseling, and referral to appropriate community and private services.

The E.A.P. is strictly confidential and is designed to safeguard employee's privacy and rights. Information given to the E.A.P. counselor may be released only if requested by the employee in writing. All counselors are guided by a Professional Code of Ethics.

Personal information concerning employee participation in the E.A.P. is maintained in a confidential manner. No information related to an employee's participation in the program is entered into the personnel file.

KCKCC offers personal counseling services to students on many issues, including drug and alcohol abuse. Students seeking additional information about health problems and treatment related to alcohol and/or drug problems may contact a counselor through the KCKCC Counseling and Advocacy Center located in Upper Jewell. Publications distributed by the Counseling and Advocacy Center:

- Rethinking Drinking: Alcohol and Your Health, USDHHS
- It's a Big Deal: How Marijuana Harms Youth Kansas Family Partnership, Inc.

- · Smoking: Medicines to Help You Quit FDA Office of Women's Health
- Create A Plan to Quit KDHE
- Taking Control American Cancer Society
- Labeled for Life KTSRO
- La Verdad Sobre Los Inhalantes Foundation for a Drug-Free World
- \cdot La Verdad Sobre Las Drogas Foundation for a Drug-Free World
- La Verdad Sobre El Abuso De Los Farmacos Recetados Foundation for a Drug-Free World
- La Verdad Sobre Los Analgesicos Foundation for a Drug-Free World
- La Verdad Sobre El Alcohol Foundation for a Drug-Free World
- La Verdad Sobre El Abuso Del Metilfenidato Foundation for a Drug-Free World
- Tips for Teens: Club Drugs USDHHS
- Tips for Teens About Alcohol –KDADS
- Tips for Teens About Smoking KDADS
- Tips for Teens About Steroids KDADS

Local Assistance Options for Employees and Students

Mirror

6723 State Avenue, Kansas City, KS, 66102 Alcohol and Drug Treatment (Residential and Outpatient) 913-871-7600 Email: info@mirrorinc.org Website: <u>http://www.mirrorinc.org</u>

Chautauqua Counseling Center

707 Minnesota Avenue, Suite 507, Kansas City, Kansas 66101 Alcohol and Drug Treatment (Outpatient) 913-281-1995 Website: <u>http://www.chautauquacounseling.com/</u>

Alcohol Safety Action Project

[Located in: Security Bank of Kansas City] 707 Minnesota Avenue, Suite # M6, Kansas City, KS 66101 Alcohol Treatment (Outpatient) 913-342-3011 Website: <u>http://www.substancerehabcenter.com</u>

Kansas City Metro Methadone Program

2180 Olathe Boulevard, Kansas City, KS 6610 Drug Treatment (Outpatient) 913-588-6493 Website: <u>https://www.kumc.edu/school-of-medicine/academics/departments/psychiatry-and-behavioral-sciences.htmlservices-and-info.html</u>

Behavioral Health Group

1125 North 5th Street, Kansas City North, KS 66101 (Outpatient) Opioid Addiction Treatment 913-342-0888

Associates at Hope Harbor OP

3730 Metropolitan Avenue, Kansas City North, KS 66106 Alcohol and Drug Treatment (Outpatient) 913-710-5744 Website: <u>http://www.hopeharborkc.com</u>

Kansas Treatment Services LLC

Behavioral Health Group 1125 North 5th Street Kansas City, KS 66101 Substance Abuse Treatment (Outpatient) 913-342-0888

KU Medical Center

3901 Rainbow Boulevard, Kansas City, KS 66160 (In and Outpatient Treatment, Emergency Room Care) 913-588-5000

Heartland RADAC

1321 North 7th Street, Kansas City, KS 66101 (Assessment for in and outpatient treatment) 913-281-7860 Website: <u>http://www.hradac.com/</u>

Heartland RADAC

5500 Buena Vista (Rolland Park), Mission, KS 66222 (Assessment for in and outpatient treatment) 913-281-7860 Website: <u>http://www.hradac.com/</u>

Wyandot Center / RSI

1301 North 47th Street, Kansas City, KS 66102 Twenty-four (24) hour assessment and triage, Crisis Observation, Short-term Crisis Stabilization, Sobering Beds 913-328-4600

Eastern Kansas VA Healthcare Systems Addiction Treatment Program

4101 South 4th Street Leavenworth, KS 66048 913-682-200 Website: https://www.va.gov/eastern-kansas-health-care/health-services/

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) requires an Institution of Higher Education (IHE) such as KCKCC, to certify that it has implemented programs to prevent the abuse of alcohol and use and/or distribution of illicit drugs by KCKCC students and employees on its property and as a part of any of its activities. At a minimum, an IHE must annually distribute the following in writing to all students and employees:

- 1. Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- 2. A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- 3. A description of the health risks associated with the use of illicit drugs and alcohol abuse;
- 4. A description of any drug or alcohol counseling, treatment, rehabilitation, or reentry programs that are available to employees or students; and
- 5. A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

The KCKCC Drug and Alcohol Abuse Prevention Program can be viewed at: https://www.kckcc.edu/files/docs/safety/daapp.pdf

CRIME STATISTICS

KCKCC prepares this report to comply with the "Jeanne Clery Act and Campus Crime Statistics Act". The Chief of Police takes several steps to ensure required statistics are compiled correctly. In addition, the Chief of Police solicits the required crime statistics from the Kansas City Kansas Police Department, Wyandotte County Sheriff's Department, Leavenworth Police Department, Leavenworth County Sheriff's Office, and the Kansas Highway Patrol and all the statistics are reviewed to ensure none of them have been "double reported". Crime statistics are also gathered from KCKCC CSAs.

Definitions for Use in Classifying Crime Reports

MURDER

The willful (non-negligent) killing of one human being by another.

MANSLAUGHTER BY NEGLIGENCE

The killing of another person through gross negligence.

FORCIBLE SEX OFFENSES

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Forcible sex offenses include:

RAPE

Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person without the consent of the victim.

FONDLING

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

NON-FORCIBLE SEX OFFENSES

Any sexual act direct against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Other sex offenses include:

INCEST

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

STATUTORY RAPE

Sexual intercourse with a person who is under the statutory age of consent.

ROBBERY

The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence, and/or by putting the victim in fear.

AGGRAVATED ASSAULT

An unlawful attack by one person upon another where either the offender displays a weapon, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

BURGLARY

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to omit any of the aforementioned.

MOTOR VEHICLE THEFT

The theft or attempted theft of a motor vehicle.

ARSON

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft or personal property of another etc.

LIQUOR LAW VIOLATIONS

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages.

DRUG RELATED VIOLATIONS (SALE, USE, AND POSSESSION)

The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance; or, the unlawful manufacture, sale, purchase, possession, or transportation of equipment or devices used for preparing and/or taking drugs or narcotics (drug paraphernalia). This includes:

- Opium or cocaine and their derivatives (morphine, heroin, codeine)
- Marijuana
- Synthetic narcotics (Demerol and methadone)
- Dangerous narcotic drugs (barbiturates, and Benzedrine)

WEAPON LAW VIOLATIONS

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

DOMESTIC VIOLENCE

Includes felony or misdemeanor crimes of violence committed by:

- Current or former spouse or intimate partner of the victim
- · Person with whom the victim shares a child in common
- Person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
- Person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
- Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

DATING VIOLENCE

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim:

• The existence of such a relationship shall be based on the reporting party's statement and with

consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

- For the purpose of this definition:
 - » Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - » Dating violence does not include acts covered under the definition of domestic violence.

STALKING

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- · Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress
- For the purpose of this definition:
 - Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means
 -- follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Definitions for Use in Classifying Hate Crime Reports

A hate crime is considered a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, ethnicity, gender or gender identity/national origin. Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

RACE

A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair, facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

GENDER

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

RELIGION

A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

SEXUAL ORIENTATION

A preformed negative opinion or attitude toward a person or group of persons based on their actual

or perceived sexual orientation. Sexual orientation is the term for a person's physical, romantic, and/ or emotional attraction to members of the same and/or opposite sex (e.g., lesbian, gay, bisexual, and heterosexual).

ETHNICITY

A preformed negative opinion or attitude toward a group of persons whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

NATIONAL ORIGIN

A preformed negative opinion or attitude toward a group of people based on actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

GENDER IDENTITY

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., male or female, bias against transgender or gender non-conforming individuals.

DISABILITY

A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

In addition to the above listed definitions for use in classifying crime reports, the following crimes are also criminal offense categories regarding hate crimes:

LARCENY-THEFT

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. as "where one does not have physical custody or possession but is in a position to exercise dominion or control over a thing.")

POCKET-PICKING

The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft.

PURSE-SNATCHING

The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person. Shoplifting: The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.

SIMPLE ASSAULT

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

INTIMIDATION

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY (EXCEPT "ARSON")

To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Source-Hate Crime Data Collection Guidelines, October 1999; U.S. Department of Justice

KCKCC Loo	KCKCC Location: 7250 State Ave. Kansas City, Kansas 66112														
		20	19		2020						2021				
CRIME CATEGORY		LOCATION				LOCATION					LOCATION				
	On-Campus	Non-Campus	Public Property	On-Campus Housing		On-Campus	Non-campus	Public Property	On Campus Housing		On-Campus	Non-Campus	Public Property	On-Campus Housing	
Murder / Non-Negligent Manslaughter	0	0	0	0		0	0	0	0		0	0	0	0	
Negligent Manslaughter	0	0	0	0		0	0	0	0		0	0	0	0	
Rape / Forcible Fondling	3	0	0	1		0	0	0	0		1	1	0	1	
Incest / Statutory Rape	0	0	0	0		0	0	0	0		0	0	0	0	
Robbery	0	0	0	0		0	0	0	0		0	1	0	0	
Aggravated Assault	0	0	0	0		0	0	0	0		2	3	0	0	
Burglary	1	0	0	0		0	0	0	0		0	6	0	0	
Motor Vehicle Theft	0	0	0	0		0	0	0	0		0	0	0	0	
Arson	0	0	0	0		0	0	0	0		0	0	0	0	
ARREST															
Liquor Arrest	0	0	0	0		0	0	0	0		0	0	0	0	
Drug Arrest	0	0	0	0		0	0	0	0		1	6	0	0	
Weapon Arrest	0	0	0	0		0	0	0	0		0	0	0	0	
REFERRALS															
Liquor Referral	0	0	0	0		0	0	0	0		0	0	0	0	
Drug Referral	0	0	0	0		0	0	0	0		0	0	0	0	
Weapon Referral	0	0	0	0		0	0	0	0		0	0	0	0	
VAWA															
Domestic Violence	1	0	0	0		0	0	0	0		0	0	0	0	
Dating Violence	0	0	0	0		0	0	0	0		0	0	0	0	
Stalking/Harassment	1	0	0	0		3	0	0	0		0	0	0	0	
UNFOUNDED CRIMES															
Total Unfounded Crimes	0	0	0	0		0	0	0	0		0	0	0	0	

On Campus

- Owned or controlled by the institution
- Within the same reasonably contiguous geographic area and Used in direct support of, or in a manner related •
- to, the institution's educational purposes:
- Academic, Administrative and Support Buildings
- Residence halls and other on campus housing facilities

Non-campus Property

- Owned or control buildings or property located off campus used for the following
- Classes
- . Internships
- Jobs or Work Study
- To access campus services like parking office,
- counseling center, student health center, etc.
- To play sports

- All public property, including thoroughfares, streets, and sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus.
 Residential facilities include any student housing facility that is:
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- Or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous
- geographic area that makes up the campus

KCKCC Lo	catio	n: 65	565 S	State	e Av	e. Ka	ansa	ns Ci	ty, K	ans	as 6	610	9	
			2020					2021						
CRIME CATEGORY	LOCATION					LOCATION				LOCATION				
	On-Campus	Non-Campus	Public Property	On-Campus Housing		On-Campus	Non-campus	Public Property	On Campus Housing		On-Campus	Non-Campus	Public Property	On-Campus Housing
Murder / Non-Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Rape / Forcible Fondling	0	1	0	n/a		0	0	0	n/a		0	0	0	n/a
Incest / Statutory Rape	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Robbery	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Aggravated Assault	0	1	0	n/a		0	0	0	n/a		0	0	0	n/a
Burglary	0	1	0	n/a		0	0	0	n/a		0	0	0	n/a
Motor Vehicle Theft	0	0	0	n/a		0	0	0	n/a		1	0	0	n/a
Arson	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
ARREST														
Liquor Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Drug Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Weapon Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
REFERRALS														
Liquor Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Drug Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Weapon Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
VAWA														
Domestic Violence	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Dating Violence	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a
Stalking/Harassment	3	0	0	n/a		0	0	0	n/a		0	0	0	n/a
UNFOUNDED CRIMES														
Total Unfounded Crimes	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a

This location does not have student housing. Definitions

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KCKCC Lo	catio	n: 67	736 \$	State	e Av	e. Ka	ansa	ns Ci	ty, K	ans	as 6	610	9				
		2019					2020					2021					
CRIME CATEGORY	LOCATION					LOCATION				LOCATION							
	On-Campus	Non-Campus	Public Property	On-Campus Housing		On-Campus	Non-campus	Public Property	On Campus Housing		On-Campus	Non-Campus	Public Property	On-Campus Housing			
Murder / Non-Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Rape / Forcible Fondling	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Incest / Statutory Rape	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Robbery	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Aggravated Assault	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Burglary	1	0	0	n/a		0	0	0	n/a		2	0	0	n/a			
Motor Vehicle Theft	0	0	0	n/a		1	0	0	n/a		0	0	0	n/a			
Arson	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
ARREST																	
Liquor Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Drug Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Weapon Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
REFERRALS																	
Liquor Referral	0	0	0	n/a		0	0	0	n/a		1	0	0	n/a			
Drug Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Weapon Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
VAWA																	
Domestic Violence	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Dating Violence	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
Stalking/Harassment	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			
UNFOUNDED CRIMES																	
Total Unfounded Crimes	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a			

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KCKCC Location: 1901 Spruce Street, Leavenworth, KS 66048															
		20	19		2020						2021				
CRIME CATEGORY		LOCATION				LOCATION					LOCATION				
	On-Campus	Non-Campus	Public Property	On-Campus Housing		On-Campus	Non-campus	Public Property	On Campus Housing		On-Campus	Non-Campus	Public Property	On-Campus Housing	
Murder / Non-Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Rape / Forcible Fondling	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Incest / Statutory Rape	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Robbery	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Aggravated Assault	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Burglary	0	0	0	n/a		1	0	0	n/a		0	0	0	n/a	
Motor Vehicle Theft	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Arson	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
ARREST															
Liquor Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Drug Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Weapon Arrest	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
REFERRALS															
Liquor Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Drug Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Weapon Referral	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
VAWA															
Domestic Violence	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
Dating Violence	0	0	0	n/a	0	0	0	0	n/a		0	0	0	n/a	
Stalking/Harassment	0	0	0	n/a		0	0	0	n/a		0	0	0	n/a	
UNFOUNDED CRIMES															
Total Unfounded Crimes	0	0	0	n/a	Ì	0	0	0	n/a		0	0	0	n/a	

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- or controlled by the institution,
 and is within the reasonably contiguous geographic area that makes up the campus

KCKCC Loca	tion: 2	2 50 1	l Mi	nnes	ota	Ave	Kar	isas	City	, Kai	nsas	s 66'	102		
		20	19			2020					2021				
CRIME CATEGORY		LOCA	TION		LOCATION					LOCATION					
	On-Campus	Non-Campus	Public Property	On-Campus Housing		On-Campus	Non-campus	Public Property	On Campus Housing		On-Campus	Non-Campus	Public Property	On-Campus Housing	
Murder / Non-Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Negligent Manslaughter	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Rape / Forcible Fondling	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Incest / Statutory Rape	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Robbery	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Aggravated Assault	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Burglary	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Motor Vehicle Theft	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Arson	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
ARREST															
Liquor Arrest	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Drug Arrest	1	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Weapon Arrest	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
REFERRALS															
Liquor Referral	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Drug Referral	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Weapon Referral	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
VAWA															
Domestic Violence	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Dating Violence	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
Stalking/Harassment	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	
UNFOUNDED CRIMES															
Total Unfounded Crimes	0	0	0	n/a		0	0	0	n/a		n/a	n/a	n/a	n/a	

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• On Campus

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- Used in direct support of, or in a manner related •
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DAILY CRIME LOG

The KCKCC Police Department maintains a daily crime log that records, by the date the incident was reported, all crimes and other serious incidents that occur on or in College owned or controlled property or buildings, on public property, or within the patrol jurisdiction of the KCKCC Police Department. The Daily Crime Log is open for public inspection and available in the KCKCC Police Department offices located in the Science Building (room 3462), the Technical Education Center, and the Pioneer Career Center.

KCKCC's process for maintaining and posting the Daily Crime Log complies with the "Jeanne Clery Disclosure and Campus Crime Statistics Act" (as amended in October 1998).

The Daily Crime Log includes:

- The nature, date, time, and general location of each crime reported to us; and
- The disposition of the complaint, if the disposition is known at the time the log is created.

The KCKCC Police Department posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident. We reserve the right to exclude crime report information from the log under these circumstances:

- · If posting the information jeopardizes an on-going investigation;
- · If posting the information would cause a suspect to flee or evade detection;
- If posting the information could result in the destruction of evidence relating to the crime

Once these factors are no longer present, and/or there is no longer a chance that posting the information would adversely affect an on-going investigation, we will post the information. We make available the most recent 60 days of crime logs. Individuals wishing to view Daily Crime Logs older than the most recent 60 days, please contact the KCKCC Police Department at 913-288-7236.

By October 1st of each year, notice is emailed to all faculty, staff, and students that provide a direct link to the KCKCC web site containing the Annual Security Report (https://www.kckcc.edu/files/ docs/safety/annual-security-fire-safety-report.pdf). Hard copies of the report may be obtained at the KCKCC Police Department officers located in the Science Building at the 7250 State Ave. location, the Technical Education Center, the Pioneer Career Center, or by calling 913-288-7636. A notice is posted on the on-line application page for prospective employees through the Human Resource office. A notice is also placed in all the application packets for prospective students. Applicants that apply outside of the on-line application process (i.e. faculty) are provided the information if they are brought to the college for an interview.

MISSING STUDENTS

Students residing in "On-Campus" housing may register a confidential contact by completing and confirming their emergency contact form. The registration is optional, and the contact name will only be accessed and contacted if a student is officially determined to be missing. Contact information will be registered confidentially, and the information will be accessible only to authorized college officials and law enforcement. The information will not be disclosed outside of a missing person investigation.

If members of the KCKCC community believe that a student has been missing, it is critical that they report that information to the KCKCC Police Department by calling 913-288-7636. A student is determined to be missing when the KCKCC Police Department has verified that reported information is credible and circumstances warrant declaring the person missing. If the KCKCC Police Department determines the student has been missing, the KCKCC Police Department will contact the individual designated by the student, the custodial parent or legal guardian if the student is under 18 and not emancipated, or the appropriate law enforcement agency if these do not apply. The KCKCC Police Department will notify the student's contact person no later than 24 hours after making a determination that the student is missing.

For all missing students, the KCKCC Police Department will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

The KCKCC Police Department will notify the local law enforcement agency that the student is missing within 24 hours regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor.

HIGHER EDUCATION OPPORTUNITY ACT (HEOA) VICTIM NOTIFICATION

KCKCC will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

SEX OFFENDER REGISTRY

Under the "Campus Sex Crimes Prevention Act", persons required to register under a state offender registration program must notify the state concerning each post-secondary school at which the offender works or is a student. The State of Kansas has developed a statewide registry list. The information on the web site refers only to persons who have been convicted of, found guilty of or

plead guilty to committing or attempting to commit sexual offenses and may not reflect the entire criminal history of a particular individual. Offenders required to register for crimes of kidnapping, felonious restraint or child abuse may not be listed.

STATE OF KANSAS SEX OFFENDER LIST

https://www.kbi.ks.gov/registeredoffender/

The Clery Act further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

POLICIES AND PROCEDURES RELATED TO DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING

KCKCC has three polices that address dating violence, domestic violence, sexual assault and stalking:

The KCKCC Title IX Policy

This policy prohibits all forms of sexual or gender-based harassment, sexual violence, and stalking.

Title IX Student Code of Conduct

Under Title IX, and as standard for the Student Code of Conduct, Kansas City Kansas Community College (KCKCC) will not tolerate and prohibits sexual assault and all forms of sexual misconduct including intimate partner violence, stalking, dating violence, sexual violence, sexual harassment, and domestic violence offenses. These acts are against Kansas State Law.

Kansas City Kansas Community College Policy: 5.00 Discrimination and Harassment

KCKCC prohibits discrimination against any member of the College community on the basis of race, color, religion, national origin, age, disability, sex/gender (to include orientation, identity or expression), military/veteran status or any other characteristic protected by law and/or KCKCC policies. KCKCC will conduct its programs, services and activities consistent with applicable federal, state and local laws.

Definitions Violence Against Women Act (VAWA)

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

i. The existence of such a relationship shall be based on the reporting party's statement and with

consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

ii.For the purposes of this definition-

- a. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- b. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence

- i. A Felony or misdemeanor crime of violence committed
 - a. By a current or former spouse or intimate partner of the victim;
 - b. By a person with whom the victim shares a child in common;
 - c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Sexual Assault

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, A sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- i. Rape
 - » The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- ii.Fondling
 - » The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity
- iii. Incest
 - » Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- iv. Statutory Rape
 - » Sexual intercourse with a person who is under the statutory age of consent.

Stalking

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
 - a. Fear for the person's safety or the safety of others; or
 - b. Suffer substantial emotional distress.
- ii. For the purposes of this definition
 - a. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
 - b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Kansas Definitions and Statutes

Dating Violence: Kansas has no specific state statute or definition for dating violence. Dating relationship is discussed under Domestic Battery.

Domestic Violence Statutes

K.S.A. 21-5414. Domestic battery; aggravated domestic battery DOMESTIC BATTERY IS:

- Knowingly or recklessly causing bodily harm to a person with whom the offender is involved or has been involved in a dating relationship or a family or household member; or
- Knowingly causing physical contact with a person with whom the offender is involved or has been involved in a dating relationship or a family or household member, when done in a rude, insulting or angry manner.

AGGRAVATED DOMESTIC BATTERY IS:

- Knowingly impeding the normal breathing or circulation of the blood by applying pressure on the throat, neck or chest of a person with whom the offender is involved or has been involved in a dating relationship or a family or household member, when done in a rude, insulting or angry manner; or
- Knowingly impeding the normal breathing or circulation of the blood by blocking the nose or mouth of a person with whom the offender is involved or has been involved in a dating relationship or a family or household member, when done in a rude, insulting or angry manner.

As used in this section:

• "Dating relationship" means a social relationship of a romantic nature. In addition to any other factors the court deems relevant, the trier of fact may consider the following when making a

determination of whether a relationship exists or existed: Nature of the relationship, length of time the relationship existed, frequency of interaction between the parties and time since the termination of the relationship, if applicable;

 "Family or household member" means persons 18 years of age or older who are spouses, former spouses, parents or stepparents and children or stepchildren, and persons who are presently residing together or who have resided together in the past, and persons who have a child in common regardless of whether they have been married or who have lived together at any time. "Family or household member" also includes a man and woman if the woman is pregnant and the man is alleged to be the father, regardless of whether they have been married or have lived together at any time; and

Sexual Assault and Sexual Violence Statutes

K.S.A. 21-5503. Rape

RAPE IS

- Knowingly engaging in sexual intercourse with a victim who does not consent to the sexual intercourse under any of the following circumstances:
 - » When the victim is overcome by force or fear; or
 - » When the victim is unconscious or physically powerless;
- Knowingly engaging in sexual intercourse with a victim when the victim is incapable of giving consent because of mental deficiency or disease, or when the victim is incapable of giving consent because of the effect of any alcoholic liquor, narcotic, drug or other substance, which condition was known by the offender or was reasonably apparent to the offender;
- · Sexual intercourse with a child who is under 14 years of age;
- Sexual intercourse with a victim when the victim's consent was obtained through a knowing misrepresentation made by the offender that the sexual intercourse was a medically or therapeutically necessary procedure; or
- Sexual intercourse with a victim when the victim's consent was obtained through a knowing misrepresentation made by the offender that the sexual intercourse was a legally required procedure within the scope of the offender's authority.

K.S.A. 21-5504. Criminal sodomy; aggravated criminal sodomy CRIMINAL SODOMY IS:

- \cdot Sodomy between persons who are 16 or more years of age and members of the same sex;
- · Sodomy between a person and an animal;
- \cdot Sodomy with a child who is 14 or more years of age but less than 16 years of age; or
- Causing a child 14 or more years of age but less than 16 years of age to engage in sodomy with any person or animal.

AGGRAVATED CRIMINAL SODOMY IS:

• Sodomy with a child who is under 14 years of age;

- Causing a child under 14 years of age to engage in sodomy with any person or an animal; or
- Sodomy with a victim who does not consent to the sodomy or causing a victim, without the victim's consent, to engage in sodomy with any person or an animal under any of the following circumstances:
 - » When the victim is overcome by force or fear;
 - » When the victim is unconscious or physically powerless; or
 - » When the victim is incapable of giving consent because of mental deficiency or disease, or when the victim is incapable of giving consent because of the effect of any alcoholic liquor, narcotic, drug or other substance, which condition was known by, or was reasonably apparent to, the offender.

K.S.A. 21-5505. Sexual battery; aggravated sexual battery SEXUAL BATTERY:

The touching of a victim who is not the spouse of the offender, who is 16 or more years of age and who does not consent thereto, with the intent to arouse or satisfy the sexual desires of the offender or another.

AGGRAVATED SEXUAL BATTERY:

- The touching of a victim who is 16 or more years of age and who does not consent thereto with the intent to arouse or satisfy the sexual desires of the offender or another and under any of the following circumstances:
 - » When the victim is overcome by force or fear;
 - » When the victim is unconscious or physically powerless; or
 - » When the victim is incapable of giving consent because of mental deficiency or disease, or when the victim is incapable of giving consent because of the effect of any alcoholic liquor, narcotic, drug or other substance, which condition was known by, or was reasonably apparent to, the offender.

K.S.A. 21-5506. Indecent liberties with a child; aggravated indecent liberties with a child INDECENT LIBERTIES WITH A CHILD:

- Engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age:
 - » Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or
 - » Soliciting the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another.

Aggravated indecent liberties with a child is:

- Sexual intercourse with a child who is 14 or more years of age but less than 16 years of age;
- Engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age and who does not consent thereto:
 - » Any lewd fondling or touching of the person of either the child or the offender, done or

submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or

- » Causing the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another; or
- Engaging in any of the following acts with a child who is under 14 years of age:
 - » Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or
 - » Soliciting the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another.

K.S.A. 21-5507. Unlawful voluntary sexual relations UNLAWFUL VOLUNTARY SEXUAL RELATIONS IS:

- Engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age:
 - » Voluntary sexual intercourse;
 - » Voluntary sodomy; or
 - » Voluntary lewd fondling or touching;
- When the offender is less than 19 years of age;
- When the offender is less than four years of age older than the child;
- · When the child and the offender are the only parties involved; and
- When the child and the offender are members of the opposite sex.

K.S.A. 21-5513. Lewd and lascivious behavior LEWD AND LASCIVIOUS BEHAVIOR IS:

- Publicly engaging in otherwise lawful sexual intercourse or sodomy with knowledge or reasonable anticipation that the participants are being viewed by others; or
- Publicly exposing a sex organ or exposing a sex organ in the presence of a person who is not the spouse of the offender and who has not consented thereto, with intent to arouse or gratify the sexual desires of the offender or another.

Stalking Statutes

K.S.A. 21-5427. Stalking

STALKING IS:

- Recklessly engaging in a course of conduct targeted at a specific person which would cause a reasonable person in the circumstances of the targeted person to fear for such person's safety, or the safety of a member of such person's immediate family and the targeted person is actually placed in such fear;
- Engaging in a course of conduct targeted at a specific person with knowledge that the course of conduct will place the targeted person in fear for such person's safety or the safety of a member of such person's immediate family; or

 After being served with, or otherwise provided notice of, any protective order included in K.S.A. 21-3843, prior to its repeal or K.S.A. 2018 Supp. 21-5924, and amendments thereto, that prohibits contact with a targeted person, recklessly engaging in at least one act listed in subsection (f)(1) that violates the provisions of the order and would cause a reasonable person to fear for such person's safety, or the safety of a member of such person's immediate family and the targeted person is actually placed in such fear.

As used in this section:

- "Course of conduct" means two or more acts over a period of time, however short, which evidence a continuity of purpose. A course of conduct shall not include constitutionally protected activity nor conduct that was necessary to accomplish a legitimate purpose independent of making contact with the targeted person. A course of conduct shall include, but not be limited to, any of the following acts or a combination thereof:
 - » Threatening the safety of the targeted person or a member of such person's immediate family;
 - » Following, approaching or confronting the targeted person or a member of such person's immediate family;
 - » Appearing in close proximity to, or entering the targeted person's residence, place of employment, school or other place where such person can be found, or the residence, place of employment or school of a member of such person's immediate family;
 - » Causing damage to the targeted person's residence or property or that of a member of such person's immediate family;
 - » Placing an object on the targeted person's property or the property of a member of such person's immediate family, either directly or through a third person;
 - » Causing injury to the targeted person's pet or a pet belonging to a member of such person's immediate family;
 - » Any act of communication;
- "Communication" means to impart a message by any method of transmission, including, but not limited to: Telephoning, personally delivering, sending or having delivered, any information or material by written or printed note or letter, package, mail, courier service or electronic transmission, including electronic transmissions generated or communicated via a computer;
- "Computer" means a programmable, electronic device capable of accepting and processing data;
- "Conviction" includes being convicted of a violation of K.S.A. 21-3438, prior to its repeal, this section or a law of another state which prohibits the acts that this section prohibits; and
- "Immediate family" means father, mother, stepparent, child, stepchild, sibling, spouse or grandparent of the targeted person; any person residing in the household of the targeted person; or any person involved in an intimate relationship with the targeted person.

Consent

While the state of Kansas does not specifically define consent, KCKCC defines consent as:

Consent must be informed, freely and actively given, and consist of a mutually agreeable and understandable exchange of words or actions. Any consent that is given is invalid when the exchange involves unwanted physical force, coercion, intimidation, and/or threats. If an individual is mentally or physically incapacitated or impaired such that one cannot understand the fact, nature or extent of sexual situation, and the incapacitation or impairment is known or should be known to reasonable person, there is no consent. This includes conditions resulting from alcohol or drug consumption or being asleep or unconscious.

KCKCC stresses that "yes means yes and assume everything else means no".

Bystander Intervention

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Bystander intervention could include: interrupt the behavior, support the person being targeted, refer one or both parties to the Counseling and Advocacy Center, seek assistance or call the KCKCC Police Department. Consequently, if a bystander observes this type of behavior, he or she should assess the situation and respond appropriately and safely.

Prevention Programs and Strategies

KCKCC provides programs and initiatives to end dating violence, domestic violence, sexual assault, and stalking. All students and employees are required to complete Title IX training every academic year. All students and employees receive Title IX training in their respective orientations, (Blue Class for students). Additional training in Healthy Relationships, Assertive Communications, Enthusiastic Consent and Bystander Intervention is also provided in the Blue classes, in the Leadership Series and other groups upon request, such as the men's baseball team. These additional trainings are focused on skill building.

The Counseling and Advocacy Center, Title IX committee and Intercultural Center also provide other supplemental programming, such as Me Too: the Momentum & Benefits, the It Stops Here showcase, It Takes a Campus to End Gender Violence, and Using Tribal Beliefs to Address Relationship Violence.

KCKCC provides policy, procedures and resources on the website, an annual nondiscrimination statement, pamphlets and Title IX posters around the college. The Counseling and Advocacy Center also publishes articles that address dating violence, domestic violence, sexual assault and stalking in their monthly publication The Inclusive Voice.

Victims of Sexual Assault, Dating Violence, Domestic Violence and Stalking

Victims of sexual assault, dating violence, domestic violence and stalking should contact the KCKCC Police Department immediately by calling 913-288-7636 and/or the Kansas City Kansas Police Department at 913-596-3000 and/or the Title IX coordinator by calling 913-288-7504. If the victim wishes to report confidentially, he or she may contact a counselor in the Counseling and Advocacy Center at 913-288-7193/7194.

If a person has been a victim of sexual assault, he or she should not wash or change clothes, valuable evidence could be lost. Hair fibers, semen, saliva, and anything containing DNA can be helpful in solving the case. A sexual assault victim should report the incident to the KCKCC Police Department, Title IX coordinator, and/or Kansas City Kansas Police Department, even if the victim does not want to press charges. This will allow the investigators to gather important evidence should the victim later change his/her mind.

The victim may choose to pursue the investigation through the criminal justice system and/or the college judicial system. When a sexual assault victim contacts the local police department, a sex crimes detective may be contacted to assist in the investigation. When a student or employee reports to the institution that he or she has been the victim of dating violence, domestic violence, sexual assault or stalking, the institution will attempt to maintain the privacy of the victim and other parties by only sharing information with only those who need to know. All CSAs, including confidential reporters in the Counseling and Advocacy Center, are required to report incidents of sexual assault, dating violence, domestic violence, and stalking to KCKCC Police Department for the Clery statistical reporting purposes. However, no personal identifying information is provided, preserving the confidential nature of such reports.

A KCKCC representative will guide the victim through the available options and support measures, regardless of whether the victim chooses to report the crime to the KCKCC Police Department or other law enforcement. The institution will provide written notification of these options, including available protective measures, how to request changes academic, living, transportation and working situations; and resources available in counseling, health, mental health, victim advocacy, legal assistance, visa, immigration assistance, student financial aid and other services.

Allegations involving employees of sexual assault, dating violence, domestic violence and stalking are investigated and adjudicated through the human resources office. Allegations involving students are mediated or investigated through the Title IX office and adjudicated by the Dean of Student Services or his/her surrogate.

The proceedings are fair, prompt, impartial and consistent with the institution's policies and those regulated by Title IX. The respondent is assumed "not responsible" pending an investigation and outcome. The accuser and accused are notified in writing simultaneously of allegations, outcomes and reasons for the outcome and appeal processes. They have access to the investigators, who are certified in investigative practices and assigned in a manner to prevent conflict of interest or bias,

and to relevant evidence, including the draft of the investigative report prior to adjudication. The accused and accuser also have the same opportunity to have an advisor, any individual who provides support, guidance, or advice, present at any related meeting or proceeding. The institution uses "preponderance of evidence" as the standard of evidence. Responsible parties could be subject to disciplinary actions ranging from counseling to dismissal from the college.

Annual Fire Safety Report

KCKCC STUDENT HOUSING

KCKCC, during the time period for this report, leased three apartment buildings adjacent to the 7250 State Avenue location. Listed below are the names of the apartment buildings with a description of the fire alarm system. KCKCC now provides on campus housing with the construction of Centennial Hall, online in fall 2022.

BUILDING 100

Building 100 is an apartment style hall that can hold up to 60 students. Each room has a batteryoperated smoke detector.

BUILDING 700

Building 700 is an apartment style hall that can hold up to 60 students. Each room has a batteryoperated smoke detector.

BUILDING 800

Building 800 is an apartment style hall that can hold up to 60 students. Each room has a batteryoperated smoke detector.

Fire Drills

The KCKCC Police Department and the Resident Advisors (RA) work together to conduct at least one fire drill in Student Housing during each calendar year. During the drills, alarms are sounded, and staff members make a check of every apartment to verify all students have exited the buildings. All students are instructed to congregate at the evacuation sites in C-lot. Students not leaving the buildings during a fire drill are referred to Student Services for judicial sanctions.

Policies on Smoking, Open Flames, and Portable Appliances

All College locations and property are tobacco free in any form or use. Residents and their guests may not smoke inside or outside any college residence or college buildings. No decorations that produce an open flame or smoke are allowed in any college residences. This includes candles, incense, and open flame decorations. A reasonable number of electrical appliances may be used if they are electrically safe and don't have exposed wires or heating elements.

Fire Evacuation Procedures for Student Housing

In the event of a fire in the apartments, residents should quickly shut the door to their room and proceed to the nearest exit where they can evacuate the building safely. Once outside the building please call 911 and notify the fire department of the emergency. If possible, contact KCKCC Police at 913-288-7636. All residents residing in the student apartments are to meet in C-lot across the street from the apartments to the north.

Fire Safety Education and Training

Fire extinguishers are located in each apartment and in building hallways. These may only be used in case of a fire. Fire safety training is provided every year to RAs in August offered by the RA Supervisor. Additional fire safety training is available upon request by contacting the Fire Science Coordinator.

Fire Procedures

If an individual discovers a fire, they should immediately evacuate the building and dial 911 and advise the dispatcher of the situation. When it is safe to do so, contact the KCKCC Police Department at 913-288-7636 to report the fire. In the event the fire has been extinguished, contact the KCKCC Police Department to make them aware of the incident.

Future Improvements

In summer 2022 KCKCC will close the current dorms. In fall of 2022 KCKCC will open a new on campus student housing building, Centennial Hall. This new building will have 248 beds, sprinklers, card access to every room, and a new fire alarm system.

Fire Log

The daily fire log is done in conjunction with the KCKCC daily crime log. Individuals can also obtain a hard copy of the log by stopping by the KCKCC Police Department. There is no charge for the document.

Fire Statistics

The Higher Education Opportunity Act, enacted on August 14, 2008, requires institutions that maintain "On-Campus" student housing facilities to publish an annual fire safety report that contains information about college fire safety practices and standards of the institution.

2019-2021	Fire Statisti	cs for "On-	Campus"	Student Hou	sing Facilities							
2021 FIRE STATISTICS FOR "ON-CAMPUS" STUDENT HOUSING FACILITIES												
Residence Hall	Number of Fires	Cause	Injuries	Deaths	Property Damage Value							
Building 100	0		0	0	0							
Building 700	0		0	0	0							
Building 800	0		0	0	0							
			·									
2020 FIRE STATISTICS FOR "ON-CAMPUS" STUDENT HOUSING FACILITIES												
Residence Hall	Number of Fires	Cause	Injuries	Deaths	Property Damage Value							
Building 100	0		0	0	0							
Building 700	1	Grease Fire	0	0	0							
Building 800	0		0	0	0							
2019 FIRE STAT	ISTICS FOR "ON-	CAMPUS" STL	JDENT HOUSIN	G FACILITIES								
Residence Hall	Number of Fires	Cause	Injuries	Deaths	Property Damage							
					Value							
Building 100	0		0	0	0							
Building 700	0		0	0	0							
Building 800	0		0	0	0							



ADDITIONAL STATE OF KANSAS CRIMINAL DEFINITIONS

K.S.A. 21-5812. Arson - Aggravated arson

ARSON IS:

- Knowingly, by means of fire or explosive damaging any building or property which:
 - » Is a dwelling in which another person has any interest without the consent of such other person;
 - » Is a dwelling with intent to injure or defraud an insurer or lienholder;
 - » Is not a dwelling in which another person has any interest without the consent of such other person; or
 - » Is not a dwelling with intent to injure or defraud an insurer or lienholder;
- Accidentally, by means of fire or explosive, as a result of manufacturing or attempting to manufacture a controlled substance or controlled substance analog in violation of K.S.A. 2018 Supp. 21-5703, and amendments thereto, damaging any building or property which is a dwelling; or
- Accidentally, by means of fire or explosive as a result of manufacturing or attempting to manufacture a controlled substance or controlled substance analog in violation of K.S.A. 2018 Supp. 21-5703, and amendments thereto, damaging any building or property which is not a dwelling.
- Aggravated arson is arson, as defined in subsection (a):
 - » Committed upon a building or property in which there is a human being; or
 - » Which results in great bodily harm or disfigurement to a firefighter or law enforcement officer in the course of fighting or investigating the fire.

K.S.A. 21-5401. Capital murder CAPITAL MURDER IS THE:

- Intentional and premeditated killing of any person in the commission of kidnapping, as defined in K.S.A. 2018 Supp. 21-5408(a), and amendments thereto, or aggravated kidnapping, as defined in K.S.A. 2018 Supp. 21-5408(b), and amendments thereto, when the kidnapping or aggravated kidnapping was committed with the intent to hold such person for ransom;
- Intentional and premeditated killing of any person pursuant to a contract or agreement to kill such person or being a party to the contract or agreement pursuant to which such person is killed;
- Intentional and premeditated killing of any person by an inmate or prisoner confined in a state correctional institution, community correctional institution or jail or while in the custody of an officer or employee of a state correctional institution, community correctional institution or jail;
- Intentional and premeditated killing of the victim of one of the following crimes in the commission of, or subsequent to, such crime: Rape, criminal sodomy, or aggravated criminal sodomy;

- · Intentional and premeditated killing of a law enforcement officer;
- Intentional and premeditated killing of more than one person as a part of the same act or transaction or in two or more acts or transactions connected together or constituting parts of a common scheme or course of conduct; or
- intentional and premeditated killing of a child under the age of 14 in the commission of kidnapping or aggravated kidnapping, when the kidnapping or aggravated kidnapping was committed with intent to commit a sex offense upon or with the child or with intent that the child commit or submit to a sex offense.

For purposes of this section, "sex offense" means:

 Rape; aggravated indecent liberties with a child; aggravated criminal sodomy; selling sexual relations; promoting the sale of sexual relations; commercial sexual exploitation of a child; sexual exploitation of a child; internet trading in child pornography; aggravated internet trading in child pornography; or aggravated human trafficking, if committed in whole or in part for the purpose of the sexual gratification of the defendant or another.

K.S.A. 21-5402. Murder in the first degree MURDER IN THE FIRST DEGREE IS THE KILLING OF A HUMAN BEING COMMITTED:

- Intentionally, and with premeditation; or
- In the commission of, attempt to commit, or flight from any inherently dangerous felony.
- As used in this section, an "inherently dangerous felony" means:
- Any of the following felonies, whether such felony is so distinct from the homicide alleged to be a violation of subsection (a)(2) as not to be an ingredient of the homicide alleged to be a violation of subsection (a)(2):
 - » Kidnapping;
 - » Aggravated kidnapping;
 - » Robbery;
 - » Aggravated robbery;
 - » Rape;
 - » Aggravated criminal sodomy;
 - » Abuse of a child;
 - » Felony theft of property;
 - » Burglary;
 - » Aggravated burglary;
 - » Arson;
 - » Aggravated arson;
 - » Treason;
 - » Endangering the food supply
 - » Aggravated endangering the food supply;
 - » Fleeing or attempting to elude a police officer;

- » Aggravated endangering a child;
- » Abandonment of a child;
- » Aggravated abandonment of a child; or
- » Mistreatment of a dependent adult or mistreatment of an elder person; and
- Any of the following felonies, only when such felony is so distinct from the homicide alleged to be a violation of subsection (a)(2) as to not be an ingredient of the homicide alleged to be a violation of subsection (a)(2):
 - » Murder in the first degree;
 - » Murder in the second degree
 - » Voluntary manslaughter;
 - » Aggravated assault;
 - » Aggravated assault of a law enforcement officer;
 - » Aggravated battery; or
 - » Aggravated battery against a law enforcement officer.

K.S.A. 21-5403. Murder in the second degree

Murder in the second degree is the killing of a human being committed:

- Intentionally; or
- Unintentionally but recklessly under circumstances manifesting extreme indifference to the value of human life.

K.S.A. 21-5413. Battery; aggravated battery BATTERY IS:

- Knowingly or recklessly causing bodily harm to another person; or
- Knowingly causing physical contact with another person when done in a rude, insulting or angry manner.

AGGRAVATED BATTERY IS:

- Knowingly causing great bodily harm to another person or disfigurement of another person;
- Knowingly causing bodily harm to another person with a deadly weapon, or in any manner whereby great bodily harm, disfigurement or death can be inflicted; or
- Knowingly causing physical contact with another person when done in a rude, insulting or angry manner with a deadly weapon, or in any manner whereby great bodily harm, disfigurement or death can be inflicted;
- Recklessly causing great bodily harm to another person or disfigurement of another person;
- Recklessly causing bodily harm to another person with a deadly weapon, or in any manner whereby great bodily harm, disfigurement or death can be inflicted.

K.S.A. 21-5420. Robbery; aggravated robbery ROBBERY IS:

• Knowingly taking property from the person or presence of another by force or by threat of bodily harm to any person.

AGGRAVATED ROBBERY IS:

- Robbery, as defined in subsection (a), when committed by a person who:
 - » Is armed with a dangerous weapon; or
 - » Inflicts bodily harm upon any person in the course of such robbery.

K.S.A. 21-5807. Burglary

BURGLARY IS:

- Without authority, entering into or remaining within any:
 - » Dwelling, with intent to commit a felony, theft or sexually motivated crime therein;
 - » Building, manufactured home, mobile home, tent or other structure, which is not a dwelling, with intent to commit a felony, theft or sexually motivated crime therein; or
 - » Vehicle, aircraft, watercraft, railroad car or other means of conveyance of persons or property, with intent to commit a felony, theft or sexually motivated crime therein.

AGGRAVATED BURGLARY IS:

- Without authority, entering into or remaining within any:
 - » Dwelling in which there is a human being, with intent to commit a felony, theft or sexually motivated crime therein;
 - » Building, manufactured home, mobile home, tent or other structure which is not a dwelling in which there is a human being, with intent to commit a felony, theft or sexually motivated crime therein; or
 - » Vehicle, aircraft, watercraft, railroad car or other means of conveyance of persons or property in which there is a human being, with intent to commit a felony, theft or sexually motivated crime therein.

K.S.A. 21-5801. Theft

THEFT IS:

- Any of the following acts done with intent to permanently deprive the owner of the possession, use or benefit of the owner's property or services:
 - » Obtaining or exerting unauthorized control over property or services;
 - » Obtaining control over property or services, by deception;
 - » Obtaining control over property or services, by threat;
 - » Obtaining control over stolen property or services knowing the property or services to have been stolen by another; or
 - » Knowingly dispensing motor fuel into a storage container or the fuel tank of a motor vehicle at an establishment in which motor fuel is offered for retail sale and leaving the premises of the establishment without making payment for the motor fuel.

K.S.A. 21-5802. Theft of property lost, mislaid or delivered by mistake THEFT OF PROPERTY LOST, MISLAID OR DELIVERED BY MISTAKE IS:

- Obtaining control of property of another by a person who:
 - » Knows or learns the identity of the owner thereof;
 - » Fails to take reasonable measures to restore to the owner lost property, mislaid property or property delivered by a mistake; and
 - » Intends to permanently deprive the owner of the possession, use or benefit of the property.

K.S.A. 21-5415. Criminal threat; aggravated criminal threat A CRIMINAL THREAT IS ANY THREAT TO:

- Commit violence communicated with intent to place another in fear, or to cause the evacuation, lock down or disruption in regular, ongoing activities of any building, place of assembly or facility of transportation, or in reckless disregard of the risk of causing such fear or evacuation, lock down or disruption in regular, ongoing activities;
- Adulterate or contaminate any food, raw agricultural commodity, beverage, drug, animal feed, plant or public water supply; or
- Expose any animal in this state to any contagious or infectious disease.
- Aggravated criminal threat is:
- The commission of a criminal threat when a public, commercial or industrial building, place of assembly or facility of transportation is evacuated, locked down or disrupted as to regular, ongoing activities as a result of the threat.

K.S.A. 21-5408. Kidnapping; aggravated kidnapping KIDNAPPING IS:

- The taking or confining of any person, accomplished by force, threat or deception, with the intent to hold such person:
 - » For ransom, or as a shield or hostage;
 - » To facilitate flight or the commission of any crime;
 - » To inflict bodily injury or to terrorize the victim or another; or
 - » To interfere with the performance of any governmental or political function.

AGGRAVATED KIDNAPPING IS:

• Kidnapping when bodily harm is inflicted upon the person kidnapped.

Kansas City Kansas Community College

7250 State Ave | Kansas City, Kansas 66112 | 913-334-1100 KCKCC is an Equal Opportunity and Affirmative Action Educational Institution



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

KANSAS CITY KANSAS COMMUNITY COLLEGE Board of Trustees Meeting Minutes Tuesday, September 20, 2022 – 9:00 A.M.

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

- 1. Call to Order & Pledge of Allegiance: Chairwoman Evelyn Criswell called the meeting to order at 9:00 a.m. in the Upper Jewell Lounge at KCKCC-Main Campus and in the KCKCC Zoom meeting platform on Tuesday, September 20, 2022. 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 Pat Brune, Mr. Donald Ash, Ms. Rosalyn Brown, Dr. Ray Daniels, Ms. Linda Hoskins Sutton and Mr. Brad Isnard.
- 4. **Approval of Agenda**: Chair Criswell called for the approval of the agenda asking if there were any questions, comments or changes to the agenda.

Dr. Mosier requested one amendment to the Consent Agenda. Mr. Ryan Denk, College Attorney, advised to announce the change now rather than waiting until the Consent Agenda portion of the meeting. Dr. Mosier continued, Item A3 on the Consent Agenda from the August 30, 2022 Special Meeting Minutes, the topic of the college safety plan was not vocalized on the action of the third executive session. Those minutes need to be amended stating that there was a motion to approve purchases regarding the college safety plan so that there is full transparency with the public. Trustee Ash made a motion to approve the amended agenda. Trustee Daniels seconded the motion. <u>The Motion</u> <u>Carried</u>.

- 5. Audience to Patrons and Petitioners: Chair Criswell opened the floor for any patrons or petitioners to address the Board. There were no patrons or petitioners to address the Board.
- 6. **Recognitions/Presentations:** Chair Criswell invited Mr. Jerry Pope, Vice President of Academic Affairs to present the Annual Academic Program Review Report.
 - Mr. Pope announced there will be an annual report to the Board about the program review process in August/September and in October there will be an annual report on assessment. Mr. Pope reminded the Board that Criterion 4 in the College's HLC report, 4A is about program review and 4B is about student learning outcomes assessment. Core Component 4A was identified as Not Met by the 2020 HLC site visit team as KCKCC did not provide or have sufficient evidence that learning outcomes assessment was taking place at the program level; that program level assessment data was not being collected, analyzed and archived in the systematic manner in either curricular or co-curricular areas and that the data collected was not being employed to improve program and student learning. Over the past two years since then, these items were made a college-wide priority to make significant progress which includes the creation of sound plans, structures and processes have been made to ensure the College has a sustainable process going forward.
 - Mr. Pope proceeded to explain the structures and processes of program reviews, how the process summarizes each program's strengths, achievements and challenges, the assessment of programs' missions and objectives aligning with the College's mission and strategic plan, including a mid-cycle review and action plans. All certificate and associate degree programs undergo a review every four years. Outcomes of these reviews support requests in the zero-based budgeting (ZBB) process to ensure programs also execute responsible stewardship of College resources. The academic deans manage this process during the annual budgeting process. Mr. Pope shared examples of the changes.

Mr. Pope asked for questions from the Board. Trustee Hoskins Sutton remarked this should help the College tremendously with HLC and thanked Mr. Pope for his work. Mr. Pope responded the HLC probation review in March judged 4A to be met. Dr. Mosier remarked it is an incredible amount of work that has been done in a short amount of time and gave kudos to all for putting the pieces together. Chair Criswell agreed. Trustee Daniels agreed and questioned if the review includes the courses. Mr. Pope responded with multiple options of capturing assessment data for course level assessment. Trustee Ash questioned if having programs with multiple points of exit satisfies the Kansas Board of Regents completion rate. Dr. Mosier confirmed students can complete the credit hours to receive Certificate A return later and complete additional certificates including up to an Associates Degree. Chair Criswell thanked Mr. Pope for his report.

Chair Criswell invited Mr. Henry Hinkle, Director of Institutional Effectiveness to present the Annual Office of Institutional Effectiveness Update.

• Mr. Hinkle presented on the Office of Institutional Effectiveness (IE) as posted in the Board meeting packet explaining the 4 primary components of IE: 1) State, Federal and external reporting, 2) internal reporting, 3) ad hoc requests and project support and 4) data governance. Mr. Hinkle shared the current state of those 4 components and the priority goals for the future of IE.

Mr. Hinkle asked for questions from the Board. Chair Criswell commented all items are a step in the right direction, kudos to Mr. Hinkle. Trustee Daniels echoed Chair Criswell's comments and the Board would like to access more data and reports. The Board thanked Mr. Hinkle for his presentation.

Chair Criswell invited Mr. Robert Putzke, Chief of College Police to recognize College Police Officer, Yasmiene Nichols.

- Chief Robert Putzke shared the issuing of the Chief's Commendation for meritorious service noting the community expects extraordinary service. Officer Nichols is new to the College Police department, graduated from the Police Academy about 15 weeks ago.
- Chief Putzke read the letter of commendation about Ms. Nichols.

The Board all congratulated Officer Nichols. Dr. Mosier thanked Officer Nichols for going above and beyond and mentioned how appreciated she is by the College and the community.

- 7. **Communications:** There were no Communications.
- 8. Board Committee Reports: Chair Criswell invited the Board Committees to report.
 - On behalf of the Board Finance Committee (BFC), Vice Chair Brune, reported the BFC met on September 12 with Trustee Ash and Trustee Isnard for a thorough review of the reports. Highlights include revenues were up \$8.53 million over July, received \$1.4 million from the Unified Government from an error they committed in January. The College is still operating in an extremely efficient manner. The overall cash position is up \$3.72 million over the last year to date. Enrollment is up. BFC discussed the health insurance plans. Vice Chair Brune thanked Ms. Lesley Strohschein for all her help during the Chief Financial Officer transition and welcomed the new Chief Financial Officer.
 - As KACCT Delegate, Trustee Ash reported Trustees Ash, Brown, and Hoskins Sutton along with Dr. Mosier attended the KACCT Quarterly Meeting in person; Vice Chair Brune attended online. It was a good productive meeting in Fort Scott including a legislative brief and an informative report from Senator Molly Baumgardner. KACCT is moving forward to begin development of the 2023 Kansas legislative agenda for the colleges. The next KACCT meeting is in Coffeyville in December. Some Trustees are attending the ACCT National Congress in New York City in October. Trustee Hoskins Sutton is running for election in the Diversity and Inclusion Committee; the Trustees will be campaigning in New York for Trustee Hoskins Sutton. Trustees Ash, Hoskins

Sutton and Isnard are attending; will report out in November. Chair Criswell mentioned appreciation for Trustee Ash representing the College.

- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown announced the BCEC is moving forward. Trustee Brune monitors the email account. Trustee Brown shared the BCEC has plans for community engagement and requested from the Board to hear expectations of the BCEC. The BCEC attended a Livable Neighborhood Group meeting and a Greater Kansas City Chamber of Commerce meeting. The BCEC is ready to work and get involved. Trustee Brown invited the Trustees to join the BCEC monthly meeting. Chair Criswell will share ideas with the BCEC that may be viable options.
- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton reported the BPC is back in session after summer. Trustee Hoskins Sutton thanked everyone for the productive meeting yesterday; more information will be coming regarding the policies that are in review. Thank you to Dr. Mosier and Ms. Christina McGee for their work getting the policies ready for review. Chair Criswell thanked Trustee Hoskins Sutton and gave appreciation.
- 9. **Consent Agenda:** Chair Criswell called for a motion to approve the Consent Agenda. Trustee Daniels made the motion. Trustee Isnard seconded the motion. <u>The Motion Carried</u>.
 - (Item A) Approval of Minutes of the August 23, 2022 General Meeting
 - (Item A1) Approval of Minutes of the August 23, 2022 Special Meeting
 - (Item A2) Approval of Minutes of the August 18, 2022 Special Meeting
 - (Item A3) Approval of Minutes of the August 30, 2022 Special Meeting
 - (Item B) Approval of Recommendations for Payment
 - (Item C) Approval of Ratification Items
 - (Item D) Approval of Personnel Items (H.R.)
- 10. **Student Senate Report:** Chair Criswell called for the Student Senate report. Mr. Andrew Guevara-Alatorre, Student Senate President, reported the following
 - Mr. Guevara-Alatorre introduced himself and Ms. Paige Daly, Vice President introduced herself. Mr. Guevara-Alatorre expressed excitement and relief of seeing familiar faces at the Board of Trustees Meeting. Mr. Guevara-Alatorre shared the overall energy of students coming out of the last 2 COVID years is great, enrollment is up and sporting events attendance is up. As Mr. Guevara-Alatorre invited the Trustees to attend some sporting events, Ms. Daly distributed volleyball keychains to the Trustees.

Mr. Guevara-Alatorre reported the last student senate meeting went well. Ms. Daly reported there were two guest speakers, Ms. Danielle Frideres from Career Services shared how they help students and community members make connections in their field of choice and Laura from TRIO shared opportunities with FAFSA help and financial literacy help. Ms. Daly continued there were Student Senate Officer introductions; there is a full Senate and Board for the first time in a few years.

Ms. Daly reported the Student Senate updated all their club members about the updated COVID food restrictions being lifted.

Mr. Guevara-Alatorre shared about the hybrid meet & greet breakfast that was held yesterday for the Board, Dr. Mosier, President's Cabinet and Student Senate. Mr. Guevara-Alatorre mentioned Student Senate reviewed the committees and assigned clubs to committees. The Senate reviewed upcoming events - Halloween Bash on Saturday, October 22 and Breakfast with Santa on Saturday, December 3. The next Student Senate meeting is Friday, September 23, 2022. Many student clubs gave updates, there is good club involvement.

Mr. Guevara-Alatorre asked for questions from the Board. Vice Chair Brune commented she is absolutely reassured about our future, proud of his leadership. Trustee Ash echoed Vice Chair Brune's sentiments. Meeting the Student Senate yesterday there was interaction, feedback, enthusiasm and advocacy for the College and each other; we are in good hands with Student Leadership. Trustee Hoskins Sutton expressed hope the first annual breakfast meeting will continue, gave kudos to Andrica for thinking of the idea; welcomed all the Student Senate members and look forward to hearing the reports all year. Trustee Isnard commented it was a great opportunity to meet the students as a reminder that the students are why we are here; greeting them, receiving feedback on what is going well, what could be better. Trustee Isnard hopes to continue the breakfast in the future and possibly more meetings with the Student Senate.

Trustee Daniels moved for acceptance of the report. Trustee Ash seconded the motion. <u>The Motion Carried</u>.

- 11. **President's Report:** Chair Criswell called for the President's report. Dr. Mosier reported the following
 - Dr. Mosier thanked Mr. Guevara-Alatorre and Ms. Daly for the great, informative reports. It is amazing to see how much is happening.
 - KCKCC holds three morning meetings with the Board of Trustees through the academic year, one at each of the major facilities Main Campus, Technical Education Center and Pioneer Career Center. Student Senate encourage colleagues and friends to join the meetings.
 - Dr. Mosier welcomed Dr. Shelley Kneuvean, new Chief Financial Officer, to KCKCC. Dr. Mosier thanked Ms. Lesley Strohschein for her great work as Interim Chief Financial Officer.
 - As the Student Senate representatives stated, there was a terrific breakfast with the Board and Student Senate yesterday. Dr. Mosier gave special thanks to Andrica and her team for putting it together. Looking forward to a great year.

- COVID numbers are still doing well, the numbers increased a little with more activity on campus. Employees reported 8 total incidents, 8 positive, 0 close contact. Students reported 21 incidents, 14 positive, 7 close contact.
- KCKCC activities include kicking off the college master facilities plan (15-year plan), led by Mr. Jerry Pope and Mr. Chris Gardner, Director of Facility Services.
- President's Cabinet members are identifying Wyandotte County organizations to become involved with. Dr. Mosier gave appreciation to President's Cabinet for the additional effort.
- This is a busy month for having special guests on campus and meeting with special individuals and business leaders off campus.
 - September 30, members of the Board and KCKCC along with Dr. Mosier attended and participated in the GED graduation ceremony at the University of Kansas Health System hospital. KCKCC is proud to be a part of that great program.
 - Ashley Irvin, Associate Dean of Career and Technical Education, Mr. Jerry Pope, Mr. Rich Piper and Dr. Mosier visited with the executive leadership team of a high-tech advanced manufacturing facility in Kansas City, MO. They have chosen KCKCC as their educator of choice. Looking forward to building a specialized curriculum with them.
 - September 2, Ms. Mary Spangler, Foundation Director, and Dr. Mosier met with 2 individuals as potential funders for the downtown project.
 - September 6, Ms. Mary Spangler and Dr. Mosier met with a different group of potential funders for the downtown project.
 - September 8, KCKCC hosted, and Dr. Mosier participated in a business and industry roundtable with Rep. Sharice Davids, presidents of the KC Greater Hispanic Chamber and African American Chamber and business leaders in Wyandotte County and a representative Wyandotte County Economic Development Council.
 - September 27, KCKCC is hosting the KCK Chamber of Commerce 3rd Quarter Chairman's breakfast as Dr. Mosier sits on their board the event will be held on main campus so they may see the recent additions, both inside and outside, including the beautiful new Centennial Hall.
 - October 6 & 7, KCKCC hosts the Kansas Community College Leadership Institute (KCCLI). Another great opportunity to show everything going on on campus and the many improvements made. Dr. Jackie Vietti, the previous KCCKC Interim President, runs KCCLI and does a great job. A tour of Centennial Hall will be given.
- On the south side of the Humanities building there is another art installation of "heart-work" instead of artwork. KKCCC received the winning bid of a KC Parade of Hearts piece, "We Are Better Together." Dr. Mosier shared a photo of the piece.
- There will be a new addition in the next week, the first Centennial mural on campus. Dr. Mosier shared a photo of the beautiful piece that speaks to the last 100 years by the same artists as the math and science hallway mural. Dr. Mosier expressed thanks

to Ms. Shai Perry. Art Gallery Curator, and the Art Committee for working with Wyandotte County artists for providing art to beautify the campus.

- The KBOR Technical Education Authority (TEA) is responsible for setting reimbursement amounts to community colleges that offer high-cost programs, such as health profession programs. In the latest round of credit hour edits to TEA extraordinary expenses, it would cost the College almost \$700,000 per year in funding. TEA has put out another call for data. Hoping to decrease this approximately \$700,000 per year loss to a smaller amount or regain it back.
- Downtown Project: Last month reported a \$400,000 commitment from Security Bank and the Morgan Family Foundation. Happy to announce with the hard work of Ms. Mary Spangler and the Foundation along with Byrne Pelofsky, KCKCC has received a \$1.0 million commitment from an undisclosed donor at this time.
- Grants: About 4-6 months ago, through work with Merchant McIntyre Associates, the College received a grant for over \$1.0 million for Upward Bound for a 5-year period; yesterday received a highly competitive grant award for \$1.762 million over the next 5 years for a Title III Strengthening Institution Programs grant. Dr. Meiers has identified 2 positions that will assist with student retention and success that perfectly align with this grant.

Dr. Mosier asked for questions from the Board. Chair Criswell expressed appreciation for Dr. Mosier. Trustee Ash moved for acceptance of the report. Trustee Hoskins Sutton seconded the motion. <u>The Motion Carried.</u>

- 12. Vice President of Academic Affairs Report: Chair Criswell called for the Vice President of Academic Affairs Report. Mr. Jerry Pope reported the following items
 - Mr. Pope mentioned the work on a project that affects the entire functional unit of the College. Explorance software was purchased to help actualize what was negotiated in last year's contracts to obtain student surveys via email. Will do this every semester for every class for faculty to receive timely, useful information. The goal is Spring 2023. The other software purchased is for a digital catalog.
 - Mr. Henry Hinkle previously mentioned the dashboards. Power B.I. in Microsoft will be used for this, the licenses are not very expensive.
 - Negotiations are in process. The contract begins July 1, 2022, hopeful the contract will be signed this calendar year. Kudos to the faculty and administrative team and the facilitator as negotiations are focused on Interest Based Bargaining. The teams have a couple of tentative agreements. The teams realized the salary schedule as it currently exists causes issues, the index was created in the 1970s and has led to some difficulties. The negotiations team are having work group sessions today salary schedule to meet our needs and to explore getting rid of the salary schedule.

As time was short, Mr. Pope skipped the highlights of his report and asked for questions from the Board. Chair Criswell commented the digital catalog is a step in the right direction and Power B.I. is a powerful tool that will help with time efficiency. Kudos to Mr. Pope to move to digitalizing the information. Trustee Daniels commented that was

an amazing report regarding all the items. Trustee Daniels shared acknowledgement of the Online Education Services classroom technology and the different ways for instructors and students to use the technology.

Trustee Daniels moved to accept the report. Trustee Brown seconded the motion. <u>The</u> <u>Motion Carried</u>.

- 13. Vice President of Student Affairs and Enrollment Management Report: Chair Criswell called for the Vice President of Student Affairs and Enrollment Management Report. Dr. Chris Meiers highlighted the following items
 - Fall 2022 enrollment is being monitored week to week up 2.4%.
 - To help remedy enrollment, providing emphasis on 8-week class marketing with Ms. Kris Green and Deans.
 - Between the 3rd and 4th week of classes, there is typically a big drop activity. Dr. Meiers reported there did not drop as many courses as last year.
 - Today there is a Sexual Violence Prevention speaker at 11:00 a.m. and an encore presentation for Centennial Hall residents this evening.
 - The Military and Veterans Center is bringing awareness to veterans afflicted by suicide and depression. The statistic is 22 veterans per day lost so this week every day at 11:30 there is a 22-pushup challenge.
 - Financial Aid news regarding loan forgiveness. This is beginning to be monitored on how it may impact KCKCC in relation to enrollment and unemployment, enrollment trends.
 - Advising: Dr. Meiers reported this semester the Student Success Center and the Academic Advisors are beginning group advising and test preparation steps, will help students be more engaged.
 - Recent New Hires: Starting on Monday the Director of Admissions, Teressa Hill from Donnelly College and MCC. Dr. Meiers acknowledged Ms. Emily Brattin, Interim Director of Admissions and International Students Coordinator. Next week will have the finalists for the Director of Athletics. Upward Bound Director, Ms. Veronica Knight has begun. Began the search for the Enrollment Management Information Systems Coordinator.
 - Dr. Meiers acknowledged the Board's interest in working with Student Senate and thanked the Board for their support of the students and their learning and growth.

Dr. Meiers asked for questions from the Board. Trustee Hoskins Sutton questioned the Fall 2022 enrollment report, hoping the African American number is a typo. African American students in Fall semesters - 2019: 1139, 2020: 919, 2021: 870, 2022: 88. Dr. Meiers presumes that is a typo and will research the data.

Trustee Hoskins Sutton pointed out the Registration and Records report for the no show, never attended activity and questioned if there is follow up on these students. In the Fall there were 535 no shows. Dr. Meiers responded as part of the retention program there will be follow up and will bring the information to the next Board meeting. Dr. Mosier

explained that is likely a duplicative number, such as 1 student dropping 5 classes that would be 5 no shows. Chair Criswell mentioned Power B.I. will help with segmenting and tracking information once that software is implemented.

Dr. Mosier added on the second 8-week class push, the team includes Mr. Peter Gabriel and his Information Services staff and how to configure how the classes were in the system for easier identification. Mr. Jerry Pope along with the Deans and faculty, Dr. Meiers and Advising, and Ms. Kris Green with advertising and promotion, this is a large collaborate comprehensive effort to push the 8-week classes. This will show in the enrollment report. Kudos to everyone for making this happen.

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

- 14. Chief Marketing and Institutional Image Officer Report Chair Criswell called for the Chief Marketing and Institutional Image Officer report. Ms. Kristy Green highlighted the following items from the report
 - Ms. Green does not have the 8-week classes marketing video to present but will share the video with the Board. For the 8-week classes, Marketing is doing a variety of strategies. Institutional Effectiveness pulled a list of students who have 12 hours or less, split the students between who dropped a class and those who had not each of those students received a targeted email. There is a social media Facebook push for enrollment as this is the most effective way to reach students who are interested. There is a non-voiceover video ad for more engagement. With Mr. Peter Gabriel's help, created separation links on the Get Ready page will filter courses that are not available. The 8-week classes information is posted on marquees, the website, social media accounts and email.
 - Started the Strategic Planning process; have had 6 sessions on value development and purpose development. The steering committee meets this week. October will discuss goals and measures.
 - Ms. Green shared exciting news that is not in the report. The National Council for Marketing and Public Relations KCKCC won five awards this year. Full list of those in the report next month. Ms. Kelly Rogge, Mr. Rollie Skinner and Ms. Green will be attending the conference and Ms. Green will be presenting on digital marketing strategy at conference.
 - The KC Current soccer event was August 28 with over 200 students, faculty, alumni and staff there. Hosted a free tailgate for the College attendees. The KCKCC women's soccer team received a shout out on TV and everybody received KCKCC sporting bags.
 - With the fall semester start, the KCKCC Facebook has seen an uptick. Some of the
 most engaged posts included the Centennial Hall move in, first day of classes, the
 Welcome Back Bash and the KU GED graduation.
 Ms. Green asked for questions from the Board. Trustee Ash commented that he, Vice
 Chair Brune and Trustee Brown appreciated Ms. Green's assistance in creating the

Chair Brune and Trustee Brown appreciated Ms. Green's assistance in creating the slide presentation that the Board Community Engagement Committee presented at

the Livable Neighborhoods meeting. There was a lot of good feedback from the presentation.

Chair Criswell called for a motion to accept the report. Trustee Isnard made the motion. Trustee Brown seconded the motion. <u>The Motion Carried</u>.

- 15. Chief Financial Officer Report: Chair Criswell called for the Chief Financial Officer report and welcomed Dr. Shelley Kneuvean to the College. Dr. Shelley Kneuvean highlighted the following items from the Board report –
 - It is a busy time of year for Finance. Students are returning, student accounts, students making payments and issuing financial aid refunds.
 - The budget process is completed and uploaded to the financial system. Individuals are creating requisitions and efforts are underway.
 - The bookstore has Centennial merchandise.
 - The detailed financial reports are in a positive financial position. The \$1.4 million received from the County's oversight went to last fiscal year so it was already accounted for in the calculations.
 - The Financial Report is a positive report.
 - Enrollment numbers are being monitored for relation to what is budgeted throughout the year.
 - Facility Services highlights include the fencing project around Royal Ridge has been completed. Reviewing the punch list for Centennial Hall, some items are delayed while waiting on parts. The parking lot should be finished soon. Once the parking lot, College Boulevard will be repaved in October without interfering with any activities.
 - The use of technology helps improve Facility Management. There are 3 systems underway a work order system, an asset inventory system and a project management system.
 - College Police has been focused on training and also training the College community. The College Police participated in outreach efforts. In terms of interagency coordination, the College Police review the shootings throughout the community.
 - Dr. Kneuvean recognized Ms. Lesley Strohschein for handling the Interim Chief Financial Officer duties.
 - Dr. Mosier welcomed Dr. Kneuvean. And commented KCKCC is the host of the biweekly shooting meeting at TEC.
 - Trustee Hoskins Sutton motioned to accept the report. Trustee Isnard seconded the motion. <u>The Motion Carried</u>.
- 16. Chief Human Resources Officer Report: Chair Criswell called for the Chief Human Resources Officer report. Ms. Christina McGee highlighted the following items from the Board report –
 - Human Resources is in the process of scheduling open enrollment.
 - October 13 will be a biometric screening and flu shots for employees that have Aetna insurance.

- New employee orientation is later in the month for 6 new employees. It is open to all supervisors as a refresher of the information.
- The KC Heart and mural, Ms. Shai Perry worked on these items.
- KCKCC will host KC Biz Fest in February 2023. Center for Equity, Inclusion and Multicultural Engagement team are on the planning committee.
- Human Resources is always looking for ways to be more creative, innovative and researching improvement of the onboarding experience. HR wants to ensure a good experience is being provided to new employees and taking action based on new employees' feedback. Focus groups will begin with new employees to gather feedback on their onboarding experience here and at other organizations that we can improve upon or replicate. In the beginning stages of discussion.

Ms. McGee asked for questions from the Board. Chief Criswell commented the focus groups are a key portion of the onboarding process and shared kudos for Ms. McGee.

Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Trustee Ash seconded the motion. <u>The Motion Carried</u>.

- 17. **Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report
 - KRS Business Objects did testing yesterday and will move to the next phase of that project to connect the colleague and the information system to that environment to start a daily refresh; then move to a second phase of testing. Once that is cleared, will shut down the old system.
 - Changing internet service providers to move to 5G from 1G for speed. On the 29th, 6am will make the final move. Will communicate multiple emails to all regarding what will be working and not working during that time. Will be less than 30 minutes.
 - Laptop checkouts Information Services has checked out a record number of 260 laptops. Previously the record was 252 laptops. There are currently 3 students on the waiting list.
 - Mr. Gabriel remarked that he appreciates everyone on his team and for all the other presenters today for pointing out the Information Services and Media Services projects.

Mr. Gabriel asked for questions from the Board. Trustee Hoskins Sutton shared she is glad to see the College is increasing the internet service to 5G, as the slow internet has been a complaint from students for a long time. Trustee Hoskins Sutton is also very pleased to see the collaboration across departments all working together to make things work, takes all systems together to make it a success for students. Kudos to all who are working together for the betterment of the students.

Chair Criswell asked for additional questions for Mr. Gabriel. Hearing none, Trustee Ash motioned to accept the report. Trustee Hoskins Sutton seconded the motion. <u>The Motion</u> <u>Carried</u>.

18. Unfinished Business: There was no Unfinished Business.

19. New Business:

- Chair Criswell asked if there were any questions or comments regarding the Board of Trustees Handbook FY 2023. Hearing none, Trustee Daniels made a motion to approve the Board of Trustees Handbook FY 2023. Trustee Brown seconded the motion. <u>The Motion Carried</u>.
- Chair Criswell asked if there were any questions or comments regarding the Board of Trustees Goals for FY 2023. Hearing none, Chair Criswell called for a motion to approve the Board of Trustees Goals for FY 2023. Trustee Isnard made the motion. Trustee Brown seconded the motion. <u>The Motion Carried</u>.
- Chair Criswell called for the Medical and Dental Insurance Renewal presentation. Ms. Christina McGee shared the Board Finance Committee has reviewed the renewal information. The College has a renewal with Aetna, working with the broker Bukaty Companies, for the 2023 plan year in medical of \$5.2 million, an increase of 8.29%. Dental will have a small increase 0.71%. The annual total is a little over \$270,000 for the renewal for these two benefits. The percentage split for employee annual cost and the employer annual cost has increased. This is a result of the 50% reduction in the dependent plan premiums for employees, the College is absorbing the other share of that. For medical and dental there is an increase in the employer/employee split compared to the 2022 plan year.

The next document is the Basic Life and Accidental Death insurance which is a benefit that the college has committed to provide to employees. The College pays the full premium for that benefit and the rate stayed flat so there is no increase.

Ms. McGee asked for questions from the Board. Hearing none, Chair Criswell called for a motion to approve the Medical and Dental Insurance Renewal. Trustee Isnard made the motion. Trustee Brown seconded the motion. <u>The Motion Carried</u>.

• Chair Criswell called for the Alcohol Resolution for Purses with a Purpose presentation. Dr. Mosier read the resolution.

Chair Criswell called for a motion to approve the Resolution for Purses with a Purpose. Trustee Isnard made the motion. Trustee Hoskins Sutton seconded the motion. <u>The Motion Carried</u>.

20. Adjournment: Chair Criswell thanked everyone involved including the faculty, staff and Board of Trustees for everyone's hard work and focus. Chair Criswell called for a motion to adjourn the meeting. Trustee Brown made the motion. Trustee Ash seconded the motion. <u>The Motion Carried</u>.

The meeting adjourned at 11:00 a.m.

ATTEST:

Chairperson, Ms. Evelyn Criswell

Secretary, Dr. Greg Mosier



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

KANSAS CITY KANSAS COMMUNITY COLLEGE Board of Trustees Special Meeting Minutes Tuesday, September 20, 2022 – 8:00 A.M.

<u>CONSENT AGENDA – Item A1</u> Meeting Minutes

The Board of Trustees held a hybrid meeting hosted both in the Upper Jewell Lounge at KCKCC-Main Campus and in the KCKCC Zoom meeting platform on Tuesday, September 20, 2022.

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

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

- 1. **Call to Order:** The meeting was called to order at 8:05 a.m. by Board Chair, Ms. Evelyn Criswell. Chair Criswell announced there will be two executive sessions. Chair Criswell asked Dr. Mosier for any comments. Dr. Mosier requested an amendment to the agenda, to add a third executive session in the second position for 5-minutes for consultation with an attorney. Trustee Daniels asked for the reason, Dr. Mosier answered for college safety. Trustee Daniels motioned to approve the amended agenda. Trustee Ash seconded the motion. <u>The Motion Carried</u>.
- Executive Session(s): Chair Criswell announced there will be three executive sessions and called for a motion to enter the first executive session for 3-minutes to discuss personnel matters of nonelected personnel with possible action to follow in open session. All action would take place during the open session in the Upper Jewell Lounge and in the virtual meeting room. Trustee Isnard made the motion. Trustee Brown seconded the motion. <u>The Motion Carried</u>.

The Board was allowed time to travel to Room 3397. The Board entered the first executive session in Room 3397 and in the virtual meeting room at 8:12 a.m. The Board ended the first executive session at 8:15 a.m.

Returning to the open session, Chair Criswell called for a motion to enter a second executive session for 5-minutes for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session. All action would take place during the open session in the Upper Jewell Lounge and in the virtual meeting room. Trustee Brown made the motion. Trustee Hoskins Sutton seconded the motion. <u>The Motion Carried</u>.

The second executive session began at 8:15 a.m. The Board ended the second executive session at 8:20 a.m.

Returning to the open session, Chair Criswell called for a motion to enter a third executive session for 20-minutes for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session. All action would take place during the open session in the Upper Jewell Lounge and in the virtual meeting room. Trustee Isnard made the motion. Trustee Ash seconded the motion. <u>The Motion Carried</u>.

The third executive session began at 8:25 a.m. The Board ended the third executive session at 8:45 a.m.

The Board had a 10-minute break to travel to the Upper Jewell Lounge meeting room. At 8:55 a.m., the Board returned to the open session. Chair Criswell asked for motions to take action on the executive sessions.

Dr. Mosier requested approval of the retirement and release of contract for Kerry Bledsoe which was discussed in the first executive session. Trustee Hoskins Sutton made the motion. Trustee Ash seconded the motion. <u>The Motion Carried</u>.

Dr. Mosier requested a motion to approve the purchase of items discussed in the second executive session regarding the college safety plan. Trustee Brown made the motion. Chair Criswell seconded the motion. <u>The Motion Carried</u>.

Dr. Mosier announced there is no action on the third executive session.

3. Adjournment: Chair Criswell called for a motion to adjourn the meeting. Trustee Hoskins Sutton made the motion. Trustee Isnard seconded the motion. <u>The Motion Carried</u>.

The meeting adjourned at 8:57 a.m.

ATTEST:

Chairperson, Ms. Evelyn Criswell



Recommendations for Payment

<u>CONSENT AGENDA – Item B</u> October 18, 2022

- 1) Approval in the amount of <u>\$43,350.00</u> to **Design Mechanical** to install dust collector at Pioneer Career Center. Requested by Shelley Kneuvean.
- 2) Approval in the amount of <u>\$151,241.56</u> to John A Marshall Company for Learning spaces in upper Math classrooms. Requested by Shelley Kneuvean.
- 3) Approval in the amount of <u>\$70,000.00</u> to Wade Services LLC (Matthew Wade) for concrete work in Continuing Education building's entryway. Requested by Shelley Kneuvean.
- 4) Approval in the amount of <u>\$31,500.00</u> to **P1 Group** for the installation of ventilation fans in Automotive Technology. Requested by Shelley Kneuvean.
- 5) Approval in the amount of <u>\$44,525.00</u> to McConnell Machinery Co. Inc. for purchase of a tractor with skid loader for Facility Services. Requested by Shelley Kneuvean.
- 6) Approval in the amount of **\$124,334.57** to **Conco** for BPU and Atmos billing. Requested by Shelley Kneuvean.
- 7) Approval in the amount of <u>\$32,350.00</u> to Ascend Learning for semester fees for test prep for Practical Nursing program. Requested by Jerry Pope.

September bills totaling **\$2,072,329.96** includes August VISA bills of **\$251,650.14**.



Items for Ratification

<u>CONSENT AGENDA – Item C</u> October 18, 2022

- 1) <u>\$12,070.39</u> to Young Sign Company for outdoor Centennial Hall signage. Requested by Shelley Kneuvean.
- 2) **\$11,223.42** to **BSN** for Women's Soccer Team Gear. Requested by Chris Meiers
- 3) **\$10,985.08** to **Teague Lumber** for lumber for the Building Engineering Management Technology program. Requested by Jerry pope.
- 4) **\$13,590.57** to **Convergeone Inc.** for the annual renewal of the Windows server license. Requested by Peter Gabriel.
- 5) **\$23,373.00** to **Watermark Insights, LLC** for 36 months contract for Academic Assessment subscription. Requested by Peter Gabriel.
- 6) **\$12,175.76** to **John A Marshall Company** for furniture upgrade at main campus. Requested by Shelley Kneuvean.
- 7) **\$22,000.00** to **Loan Science SC, LLC** for Student Loan Default Management Services and Financial Literacy. Requested by Chris Meiers.
- 8) **<u>\$14,344.78</u>** to **FJ Legends** for the college safety/security plan. Requested by Shelley Kneuvean.
- 9) **\$10,361.02** to **Midtown Signs, LLC** for indoor signage for Centennial Hall. Requested by Shelley Kneuvean.
- 10) **\$10,000.00** to **Byrne Pelofsky & Associates** for September 2022 payment for capital campaign consultation. Requested by Shelley Kneuvean.
- 11) **\$11,115.00** to **Ace Electrical Contractors** for Main Campus lighting change out. Requested by Shelley Kneuvean.
- 12) **\$18,040.00** to **Equip ID, Inc.** for an asset management system for Facility Services. Requested by Shelly Kneuvean.
- 13) **\$22,117.00** to **Cox Air Systems, Inc.** for labor, materials, and equipment to fabricate and deliver Destiny sculpture. Requested by Greg Mosier.

- 14) **\$30,312.00** to **BSN** for KCKCC Centennial-branded uniforms for athletic teams. Requested by Marketing.
- 15) **\$716,719.10** to **Christie Development Associates, LLC** for the construction payment for student housing (Draw #22). Requested by Shelley Kneuvean.
- 16) **\$42,000.00** to **Panopto Inc.** for a subscription for cloud-based video storage for faculty. Requested by Peter Gabriel.



HUMAN RESOURCES - PERSONNEL ITEMS

<u>CONSENT AGENDA – Item D</u> October 18, 2022

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Deceased	Autem, Walter	Adult Education Instructor	Adult and Continuing Education	Academic Affairs	10/05/2022
Resignation	Fletcher, Everett	Central Scheduling Supervisor	Central Scheduling	Academic Affairs	10/14/2022
Retirement	McGill, Sandra	Financial Aid Coordinator I	Financial Aid	Student Affairs and Enrollment Management	11/01/2022
Resignation	Rosario, Joleen	Admissions Specialist I	Admissions	Student Affairs and Enrollment Management	10/25/2022

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
New Hire	Berry, Steven	Electrician	Facility Services	Financial & Facility Services	10/10/2022	\$57,674
Promotion	Brownell, Sheryl	Executive Administrative Partner	President's Office	President's Office	08/01/2022	\$57,167.50
New Hire	Castilla- Salazar, Erick	Maintenance Specialist I	Facility Services	Financial & Facility Services	10/12/2022	\$38,500
Rehire	Fordlee, Brian	Senior Math Tutor	Learning & Library Services	Academic Affairs	10/7/2022	\$20.80 per hour
New Hire	Higgins-Dover, Barbara	Adjunct	Reading	Academic Affairs	10/10/2022	\$970.32 per credit hour
New Hire	Kolvek, Tammy	Adjunct	Reading	Academic Affairs	10/7/2022	\$970.32 per credit hour
Correction*	McNiel, Jennifer	Adjunct	Clinical Nursing	Academic Affairs	9/29/2022*	\$61/ student scheduled hour*
New Hire	Mnayer, Margaret	Adjunct	Reading	Academic Affairs	10/7/2022	\$970.32 per credit hour
New Hire	Morrigan, Fyn	Student Basic Needs Coordinator I	Student Services	Student Affairs and Enrollment Management	10/10/2022	\$53,724

Action Definitions

- New Hire- an individual who enters their first employment relationship with the College.
- **Rehire** an individual that reenters into an employment relationship with the College.

- **Transfer** a staff transfer to another position that does not result in an increase to a higher job grade. A faculty transfer is from the 182 to 212 designation and vice versa.
- **Promotion** is the advancement of a staff's grade or increase to their salary.
- Retirement- a formal way an employee is voluntarily ending their employment.as indicated on their separation notice.
- **Reassignment-** a change to an employee's current position. It may result in movement within the same organizational unit or another unit, a change in duties, work location, days of work, salary, or hours of work.
- **Resignation-** a formal way an employee is voluntarily ending their employment.
- Separation- a formal way an employee is involuntarily ending their employment.
- Interim An employee filling a vacant position on a temporary basis until a competitive search process is completed.
- Additional Position an additional position that is given to someone that is actively employed at the college.
- Non-Renew a Professional Employee's contract will not be renewed at the end of their term.
- Master Contract Completion of degree changing the faculty member's class on the contract.
- Back Pay the difference between what the College paid an employee and the actual amount owed to the employee.

Academic Support and Assessment – Dean Cecelia Brewer

The division of Academic Support and Assessment (ASA) continues to support our students in need through our "WE CARE" campaign. Over the course of two weeks, division employees donated 279 packaged items to the KCKCC food pantry.



Library & Learning Services: Dr. Amanda Williams, Director

Priority 1: Student Success

• Library Services celebrated Banned Books Week September 19-23, 2022. The week featured a display of banned books, button making and painting in the Makerspace corner, and gift bags for students. Banned Books Week is an annual event celebrating the freedom to read. Banned Books Week was launched in 1982 in response to a sudden surge in the number of challenges to books in schools, bookstores, and libraries. Typically held during the last week of September, it highlights the value of free and open access to information" (www.bannedbooksweek.org).



• Library & Learning Services hosted the first Study Break on the Patio on September 28, 2022. Students enjoyed refreshments, yard games, and music on the patio. The next Study Break is scheduled for October 26 from 11 a.m. to 1 p.m.



Office of Assessment: Dr. Cynthia Goudeau, Director

The Office of Assessment hosted its inaugural Taskstream Drop-in Sessions for the faculty and staff who oversee program-level assessment. Five sessions were offered with locations at the Career and Technical Education Center and the main campus. Eighteen visitors received one-on-

one help from the assessment team as they worked on their assessment plans and action plans for this year. Many of these were first-time coordinators. The Office of Assessment hopes to continue these sessions to aid faculty and staff with Taskstream and increase the quality of assessment at KCKCC.

Arts, Communication and Humanities - Dr. Donna Bohn

From John Stafford:

- 1. Conducted 205 high school singers at the Millikin University Vocal Festival on September 25 and 26.
- 2. Perform background vocals with Dr. Justin Binek at the Michael Buble concert at T-Mobile Center in Kansas City, MO, on Saturday, September 10.
- 3. Hosted prominent vocal jazz singer, pianist, and composer Matt Falker (from MiraCosta College in Oceanside, CA) on September 8 and 9. Matt worked with the instrumental and vocal ensembles this day.

From Dr. Ian Corbett:

Dr. Corbett attended the Audio Engineering Society Latin American Conference, Buenos Aires, Argentina, and was a featured presenter giving the workshop "Mic It! Live! Mic techniques for live sound reinforcement of jazz and acoustic music" with a live jazz quartet to a standing room only audience. He was also a judge for the Traditional Studio Recording category of the conference's Student Recording Competition and gave a workshop to students at the audio engineering college Escuela de Sonido ECOS before the conference.

From Jim Mair:

Jim has been invited to co-host an hour-long workshop via zoom for Jazz at Lincoln Center on the historical significance of Kansas City Jazz as it relates to the development the music.

From Shay Dodson:

Studio Arts and Digital Imaging Design majors participated in the Third Friday Art Walk in downtown KCK Strawberry Hill at the end of September.

Career and Technical Education – Dean Cheryl Runnebaum

The KCKCC Culinary Arts Program at the Technical Education Center (TEC) held catering presentations with its senior students on September 2. Four teams of senior culinarians presented catering displays and were judged on appearance (student/table display/food display), presentation, and FATT (flavor, aroma, taste, and texture). Staff and faculty participated as judges.







Culinary Arts students at the Pioneer Career Center (PCC) worked on different recipes that will be used in their capstones. Other students worked on making oven-fried onion rings.



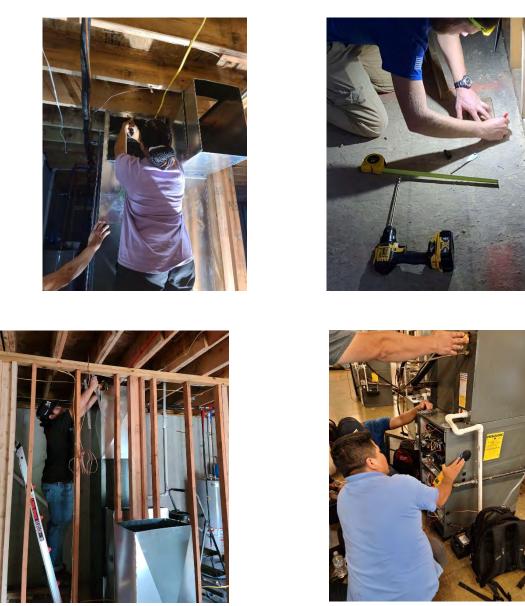
The KCKCC HVAC Program has been working on numerous projects at the Construction Technology Program's project house. Both day and evening students have been working at the house. Students were working on fabricating sheet metal for the ductwork and then installing it, running flue vent piping, and cutting the holes for return air vents and the floor supply vents. Evening students worked on furnace heating troubleshooting to get ready for the colder season.











HVAC Students produced a new project for the HVAC Fundamentals course that incorporated threading black-iron pipe, connecting black-iron pipe with pipe dope, cutting, priming, and gluing PVC pipes and fittings and wiring in a lamp socket. This project covered several syllabi items within the state aligned course within the HVAC program. The students then pressure checked and verified no leaks on the sections that were secured, and the person with the most votes for overall appearance won a tool.







Students in the KCKCC Building Engineering and Maintenance Technology (BEMT) Program have been working at the training village and the program's land bank house.



BEMT students Mauricio Ortiz and Alexis Cruz Gonzalez utilized the Toro Dingo Compact Equipment Loader. Students installed the retaining wall, backfilled with gravel for drainage, and placed topsoil for planting greenery as part of their Landscaping course.





As part of the Carpentry Basics course in the BEMT Program, students built and installed all exterior walls, ceiling joist framing, and most the roof structure at the program's land bank house. Students learned to read span charts, cut rafters, and install stabilizing braces to the roof superstructure. The next step for student learning is installation of doors and windows to close the house to the weather.





BEMT students used equipment to dig a training foundation, build concrete forms, and install/cut steel reinforcing bars.

Kansas Workforce Partnership sponsored a career exploration event for students K-12 at the Piper Creek Elementary School in September. Rich Piper, Director of Technical Programs, attended to promote the FAME program model that is being incorporated into various KCKCC programs.



The Annual Fall Job Fair was held at KCKCC-TEC on September 22. More than fifty employers participated in the job fair sponsored by Workforce Partnership of Greater KC and KCKCC. The job fair was open to the public and most students in programs at TEC attended. Employers expressed that they were happy with the turnout at the event.



The KCKCC Adult and Continuing Education Department is happy to announce the live access to CEB's Facebook and Instagram pages. Follow them as they ramp up marketing efforts and advertise course offerings to the community. Facebook - <u>@KCKCC Adult and Continuing</u> Education | Instagram - <u>@kckcc.ceb</u>

Community Education is serving another year on the KC BizFest Board to host the Hispanic Collaborative of Greater Kansas City Event for high school students in mid-February at KCKCC's Technical Education Center. The KC BizFest application is now open for juniors and seniors interested in participating in this business entrepreneurial competition to earn college scholarships. KCKCC will offer 10 scholarships to eligible applicants to obtain a degree or certificate. <u>KC BizFest</u> | <u>KCKCC BizFest Scholarship</u>

Health Professions - Dean Dr. Tiffany Bohm

- a. Nursing
 - i. Received new catheter models through the Nurse Initiative Grant so that students can practice catheter placement in all labs. Additionally, they were able to purchase new smart pumps so that students can have the experience of complex medication administration for clients that are on multiple IV medications and fluids.
 - Collaborated with Dr. Nelda Godfrey from the Advisory Board to implement curriculum on Professional Identity which incorporates four domains of professionalism: Values and Ethics, Knowledge, Leadership and Professional Behaviors. This has been introduced in both programs to promote professional development of students' nursing identity.
- b. Physical Therapist Assistant
 - i. New clinical sites are being contracted, easing the burden of finding clinical rotations for all the students. This is especially important because this spring there will be a large class needing clinical.
 - ii. Deanne Yates has been asked to join three other PTA educators and create a webinar for the PTA educators special interest group concerning maintaining and improving NPTE pass rates during the pandemic. The webinar will be in December.
- c. Mortuary Science
 - i. Wiley Wright and Tiffany Bohm will be going to Chicago on Wednesday, October 19, to present to the ABFSE commission as part of the reaccreditation process. They will receive notice that day of the department's accreditation status and the date of the next accreditation review (up to 7yrs).

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

Dagney Velazquez spoke at the college's Constitution Day on Monday, September 19, 2022. The topic was redistricting and gerrymandering and how Kansas is affected.

Dr. Ross Stites visited the Hillard Technical Center in St. Joseph and Piper High School in KCK to visit with students. Dr. Stites has made contacts within the Biomedical Maintenance Technicians and is working on a partnership that will allow students to complete a biomedical maintenance certification in their final year in the Electronics/Engineering program scheduled to kick off in Spring Semester 2023. Dr. Stites has also contacted and had discussions with the program at JCCC on partnering opportunities and continues to have conversations with other industry partners.

Dr. Gena Ross' Human Relations in Business, Customer Service and Occupational Internship classes really help the students to assess themselves in understanding their own behavioral and communication styles as well as how they relate and work with others in their place of employment or anywhere. Dr. Ross receives feedback from students on how they perceive the assessments, and she really enjoys reading their discussion posts and seeing how they interact with their peers. One of the biggest take-aways is "Treating everyone with dignity, courtesy, and equality." In other words, treat others how you would like to be treated.

Professor Lakshmy Sivaratnam co-chaired the discussion on Financial Accounting and Managerial Accounting at the Kansas Core Outcomes Group (KCOG) meeting on October 7. The conference offers rich discussion about the outcomes for Financial Accounting and Managerial Accounting at KCOG.

The MSBT garden continues to yield crops including tomatoes, apples, pears, and an upcoming harvest of sweet potatoes. Several division members take turns watering the garden every few days. Melissa Gentzler heads up the committee. It has been another wonderful season of fresh, locally grown produce grown right here on KCKCC property!

The Wellness Center's Walk Across Kansas began Monday, September 26, and will continue until November 20. Anyone who is interested can email Pam Hall for more information.

Dr. Ed Kremer met with representatives of BioKansas to develop a plan for Professional Development for STEM majors at KCKCC. The Science Club will be working to coordinate a training session for students in STEM courses for the fall and the division will host two additional trainings in the spring.

Dr. Kremer attended a ribbon cutting for the BioKansas training laboratory in Shawnee, Kansas.

Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins

The Social and Behavioral Sciences & Public Services division is on its way to meeting one of its assessment goals: establishing an advisory board for non-technical programs. The inaugural meeting of the Psychology department's advisory board was held on October 7. Faculty from the University of Missouri at Kansas City, Emporia State University, the University of Kansas, the University of Saint Mary, Baker University, and Mid-America Nazarene have agreed to serve on the advisory board.

Dean Wiggins and Professors Michael James and Daryl Long met with individuals from Fort Hayes University to discuss the possibility of creating a more seamless transfer for students from KCKCC's Social Work and Addiction Counseling programs. The meeting went well and representatives from Fort Hayes expressed excitement about the prospect of partnering with the

KCKCC Sociology and Addiction Counseling departments. A follow-up meeting is being planned.

The SBSPS division and the Great Plains SPCA have once again teamed up for their Annual Pet Food Drive which began on October 1 and runs through October 31. The SPCA is a local 501(c) (3) nonprofit organization that relies in part on local help to assist those in need. Every year, members of our community become unable to care for what is sometimes the only member of their family in the manner they are accustomed, through no fault of their own, and animals are often abandoned. The faculty of the SBSPS division use this opportunity not only as a teachable moment, but to give back to the community.

Donations can be dropped off at room 2208 or, contact Professor Tousey at 913-288-7682 for more information. The division is currently reviewing options for its next community involvement activity.

Economics professor Dr. Andres Cantillo was invited to be part of a seminar at the National University in the city of Medellin, Colombia. This virtual event took place on Tuesday, September 27.

Dr. Emily Morrow (sociology), Professor Daryl Long (anthropology), and Dr. Ewa Unoke will attend the Kansas Core Outcomes Group Conference this week.

Professor Victor Ammons invited individuals from Ottawa University (Amy Matthews), Park University (Angela Mancuso), the University of Kansas – Edwards (Dr. Lynn Schmalzried) and the University of Missouri at Kansas City (Dr. Kym Bennett) to visit with his students about the opportunities at their universities for students to finish their four-year degrees. Specifically, the guests spoke to the students about the transfer process (after graduation from KCKCC), transferable courses, scholarship opportunities and pathways to a BA/BS in Psychology.

Professor Ammons has scheduled a similar event in October for Rockhurst University, Avila University, University of Saint Mary, and Benedictine College.





Dr. Jelena Ozegovic took students from her Introduction to Psychology Honors class to St. Joseph, Missouri, to visit the Glore Psychiatric Museum. Dr. Ozegovic makes this trip every year with her students. This year, the students were allowed to go through the underground tunnels that were used to connect the asylum buildings.



Professors Annette Farrell and Kathi McGowen have worked to secure eight new community partners for the Early Childhood Education Program. These partners will allow KCKCC students to complete the observation portions of the ECED program at these partner facilities. These relationships, from KCK to Leavenworth, help to ensure students receive the vital first-hand experience they need while strengthening the ties between the College and the community.

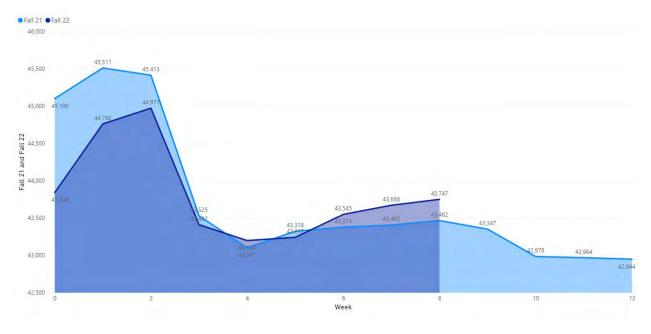
Dr. Hira Nair, Coordinator of the Education Program, attended an Education Symposium for KSTEP-Up at Kansas State University on Thursday, October 13. The Richard G. Hause Creativity Lecture Education Symposium is a student-lead education symposium for undergraduate students, but "This conference-style event allows students to sit in on lectures led by K-State staff and faculty, as well as other leaders in the field."



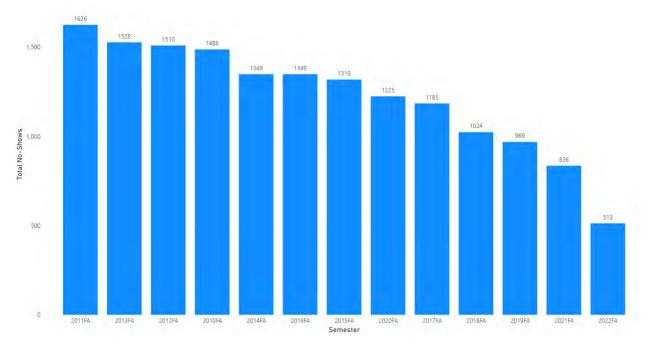
October 2022 Student Affairs Board of Trustees Report Submitted by Chris Meiers, Ph.D. Vice President for Student Affairs and Enrollment Management

Division-Wide Selected Activities, Programs, and Updates

• Fall 2022 Enrollment-At the start of the 8th week of classes, the total number of student credit hours is up 285 (0.66%) from this point during the Fall 2021 semester. The additional marketing and student engagement efforts about enrolling in the 2nd 8-week session also correlated with a spike of 144 student credit hours compared to the same 3-week period from the Fall 2021 semester (39.3%).



• For the fall 2022 semester, the number of student course enrollments that were instructordropped from the class due to a student not showing up to class has decreased significantly by 38.6% since the fall 2021 semester and 49.9% over five years. The results suggest that the adoption of the Ellucian self-service functions for students, faculty, and staff, in addition to proactive advising practices, has dropped the number of student enrollments being administratively dropped from class due to non-attendance or participation. Further analysis will be conducted by student demographics to determine what if any, proportional trends in students have shifted for strategy and intervention development.



- Through a collaborative process, the Division of Student Affairs and Enrollment Management has officially adopted the following set of **cultural disciplines** for the division:
 - o Students First
 - I do what is best to help each student achieve their goals.
 - I foster an environment of social justice and equity in student activities, processes, and services.
 - I follow through with answers or promises made to students and provide timely and efficient service delivery by responding to phone calls, e-mails, and written correspondence within two business days.
 - If I cannot help a student, I will help them find the appropriate resource.
 - I champion environments where students are seen and appreciated.
 - o One SAEM
 - I promote diversity, equity, inclusion, and social justice in our decision-making.
 - I break down internal barriers by actively collaborating within SAEM across all departments.
 - I choose to trust and respect my colleagues.

- I embrace differing ideas and opinions that stimulate healthy, constructive discussions.
- I participate in SAEM shared governance, working to align priorities with College, SAEM, and departmental goals.
- Process Improvement Focus
 - I will suggest solutions to problems, consider how they will impact students and other departments, and work to execute the next steps.
 - I will approach problems and new processes/policies with a readiness to participate and openness to other ideas.
 - I align activities based on data-driven decision-making and best practices that support student needs.
 - I work efficiently while valuing work-life balance and wellness.
 - I utilize the resources of other departments and divisions on campus to provide complete and accurate customer service.
- Teressa Hill, Director of Admissions and Recruitment, started on September 26. Ms. Hill comes to KCKCC with an extensive background that includes admissions, Upward Bound Math and Science TRIO, new student orientation, student leadership development, and curriculum development at Metropolitan Community College (Omaha, NE), Murray State University, and Donnelly College. She holds an MBA from Emporia State University and a BS from Mid-Continent University (Mayfield, KY). Special recognition goes to Ms. Emily Brattin, International Student Services Coordinator II, for her service as interim director of admissions, and Ms. Allison Burton, Director of Student Success and Retention, for chairing the director of admissions and recruitment search committee.
- Tammy Reece, Assistant Director of Student Financial Aid, was appointed to the National Association of Student Financial Aid Administrator's task force on the resumption of student loan payments. This national group is anticipated to complete its work by February 2023.
- Lana Ross, Head Softball Coach, was appointed president of the National Junior College Athletic Association's Softball Coaches Association.

Contents

Fall 2022 Enrollment Report
Dean of Student Services6
Upward Bound6
Student Accessibility and Support Services7
Student Health Services
Office of Admissions
Department of Athletics
Counseling & Advocacy10
Military and Veteran Student Services11
Pioneer Career Center
Registration and Records13
Student Activities
Student Financial Aid16
Student Housing
Student Success Center

			КСКСС	CUndupli	cated H	leadcour	nt by Lo	ocation					
CAMPUS (UNDUP at A Location & DUP	10.14.2019	10.12.2020	10.11.2021	10.10.2022	20-21	20-21	21-22	21-22	Fall 2022	20-22	20-22	19-22	19-22
Across Locations)	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Diff - #	Diff - %	Diff - #	Diff - %	%	Diff - #	Diff - %	Diff - #	Diff - %
AMZN	11	-	-	-	-	-	0	-	-	-	-	-11	-
BL	-	240	12	-	-228	-95.00%	-12	-100.00%	-	-240	-100.00%	-	-
DNTWN	9	-	-	-	-	-	0	-	-	-	-	-9	-
FRSC	40	45	31	35	-14	-31.11%	4	12.90%	0.72%	-10	-22.22%	-5	-12.50%
HS	1,297	999	829	816	-170	-17.02%	-13	-1.57%	16.71%	-183	-18.32%	-481	-37.09%
LCF	-	-	23	22	23	-	-1	-4.35%	0.45%	22	-	22	-
MC	2,795	1,350	1,728	1,854	378	28.00%	126	7.29%	37.96%	504	37.33%	-941	-33.67%
OC	290	446	403	399	-43	-9.64%	-4	-0.99%	8.17%	-47	-10.54%	109	37.59%
OL	1,878	2,296	2,158	2,058	-138	-6.01%	-100	-4.63%	42.14%	-238	-10.37%	180	9.58%
PION	318	211	230	224	19	9.00%	-6	-2.61%	4.59%	13	6.16%	-94	-29.56%
TEC	873	703	769	758	66	9.39%	-11	-1.43%	15.52%	55	7.82%	-115	-13.17%
USDB	61	41	46	81	5	12.20%	35	76.09%	1.66%	40	97.56%	20	32.79%
VIRT	-	1,020	515	228	-505	-49.51%	-287	-55.73%	4.67%	-792	-77.65%	228	-
Total UNDUP Headcount	6,077	5,153	4,942	4,884	-211	-4.09%	-58	-1.17%	100.00%	-269	-5.22%	-1.193	-19.63%
Note: Enrollment at each loc			i										
however, is unduplicated (un													
Status	Fall 19	Fall 20	Fall 21	Fall 22	20-21 #	20-21 %	21-22 %	21-22 %	Fa 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
First-time	2,306	1,522	1,549	1,653	27	1.77%	104	6.71%	33.85%	131	8.61%	-653	-28.32%
Returning	3,771	3,631	3,393	3,231	-238	-6.55%	-162	-4.77%	66.15%	-400	-11.02%	-540	-14.32%
Gender	Fall 19	Fall 20	Fall 21	Fall 22	20-21 #	20-21 %	21-22 #	21-22 %	Fa 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
Unknown	-	2	7	37	5	250.00%	30	428.57%	0.76%	35	1750.00%	37	-
Female	3,600	3,002	2,874	2,773	-128	-4.26%	-101	-3.51%	56.78%	-229	-7.63%	-827	-22.97%
Male	2,477	2,149	2,061	2,074	-88	-4.09%	13	0.63%	42.47%	-75	-3.49%	-403	-16.27%
Race / Ethnicity	Fall 19	Fall 20	Fall 21	Fall 22	20-21 #	20-21 %	21-22 #	21-22 %	Fa 2022 %	20-22 #	20-22 %	19-22 #	19-22 %
American Alaska Native	36	30	27	22	-3	-10.00%	-5	-18.52%	0.45%	- <mark>8</mark>	-26.67%	-14	-38.89%
Asian	295	217	213	190	-4	-1.84%	-23	-10.80%	3.89%	-27	-12.44%	405	-35.59%
Black or African American	1,151	050									-12.4470	-105	
Hawaiian Pacific Islander		950	886	900	-64	-6.74%	14	1.58%	18.43%	-50	-12.44%	-105 -251	-21.81%
	11			900 7		••••••••••••••••••••••••••••••••••••••					-5.26%	· · · · · · · · · · · · · · · · · · ·	-21.81%
Hispanic	11 1.605	15	5	7	-10	-66.67%	2	40.00%	0.14%	-50 -8	-5.26% -53.33%	-251 -4	-21.81% -36.36%
Hispanic Multi-racial	1,605	15 1,156	5 1,089	7 1,173	-10 -67	-66.67% -5.80%		40.00% 7.71%	0.14% 24.02%	-50 -8 17	-5.26% -53.33% 1.47%	-251 -4 -432	-21.81% -36.36% -26.92%
Multi-racial	1,605 295	15 1,156 283	5 1,089 275	7 1,173 266	-10 -67 -8	-66.67% -5.80% -2.83%	2 84 -9	40.00% 7.71% -3.27%	0.14% 24.02% 5.45%	-50 -8 17 -17	-5.26% -53.33% 1.47% -6.01%	-251 -4 -432 -29	-21.81% -36.36% -26.92% -9.83%
Multi-racial Unknown	1,605 295 282	15 1,156 283 225	5 1,089 275 191	7 1,173 266 162	-10 -67	-66.67% -5.80% -2.83% -15.11%	2 84 -9 -29	40.00% 7.71% -3.27% -15.18%	0.14% 24.02% 5.45% 3.32%	-50 -8 17 -17 -63	-5.26% -53.33% 1.47% -6.01% -28.00%	-251 -4 -432 -29 -120	-21.81% -36.36% -26.92% -9.83% -42.55%
Multi-racial Unknown White	1,605 295 282 2,402	15 1,156 283 225 2,089	5 1,089 275 191 2,086	7 1,173 266 162 2,001	-10 -67 -8 -34 -34	-66.67% -5.80% -2.83% -15.11% -0.14%	2 84 -9 -29 -85	40.00% 7.71% -3.27% -15.18% -4.07%	0.14% 24.02% 5.45% 3.32% 40.97%	-50 -8 17 -17 -63 -88	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21%	-251 -4 -432 -29	-21.81% -36.36% -26.92% -9.83%
Multi-racial Unknown	1,605 295 282	15 1,156 283 225	5 1,089 275 191 2,086 170	7 1,173 266 162 2,001 163	-10 -67 -8 -34 -3 -18	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57%	2 84 -9 -29 -85 -7	40.00% 7.71% -3.27% -15.18% -4.07% -4.12%	0.14% 24.02% 5.45% 3.32%	-50 -8 17 -17 -63	-5.26% -53.33% 1.47% -6.01% -28.00%	-251 -4 -432 -29 -120	-21.81% -36.36% -26.92% -9.83% -42.55%
Multi-racial Unknown White	1,605 295 282 2,402 NA	15 1,156 283 225 2,089 188	5 1,089 275 191 2,086 170	7 1,173 266 162 2,001 163 (CKCC CI	-10 -67 -8 -34 -3 -18 redit Ho	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L	2 84 -9 -29 -85 -7 .ocatior	40.00% 7.71% -3.27% -15.18% -4.07% -4.12%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34%	-50 -8 17 -17 -63 -88 -25	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30%	-251 -4 -432 -29 -120 -401 -	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69%
Multi-racial Unknown White	1,605 295 282 2,402 NA 10.14.2019	15 1,156 283 225 2,089	5 1,089 275 191 2,086 170	7 1,173 266 162 2,001 163	-10 -67 -8 -34 -3 -18	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57%	2 84 -9 -29 -85 -7	40.00% 7.71% -3.27% -15.18% -4.07% -4.12%	0.14% 24.02% 5.45% 3.32% 40.97%	-50 -8 17 -17 -63 -88	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21%	-251 -4 -432 -29 -120	-21.81% -36.36% -26.92% -9.83% -42.55%
Multi-racial Unknown White Non Resident CAMPUS	1,605 295 282 2,402 NA 10.14.2019 Fall 2019	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022	-10 -67 -8 -34 -3 -18 redit Ho 20-21 Diff - #	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21	2 84 -9 -29 -85 -7 .ocatior 21-22 Diff - #	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 1 21-22	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022	-50 -8 17 -17 -63 -88 -25 20-22	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22	-251 -4 -29 -120 -401 - 19-22 Diff - #	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - -
Multi-racial Unknown White Non Resident CAMPUS AMZN	1,605 295 282 2,402 NA 10.14.2019	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 -	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 -	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - #	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21 Diff - %	2 84 -9 -29 -85 -7 ocation 21-22 Diff - #	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - %	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # -	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - %	-251 -4 -432 -29 -120 -401 - 19-22	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - -
Multi-racial Unknown White Non Resident CAMPUS AMZN BL	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - 39	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022 -	-10 -67 -8 -34 -3 -18 redit Ho 20-21 Diff - # - -1,445	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21	2 84 -9 -29 -85 -7 .ocatior 21-22 Diff - #	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 1 21-22	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1,484	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22	-251 -4 -42 -29 -120 -401 - 19-22 Diff - # -60	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - -
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - 47	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - 1,484 -	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - - 39	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022 - - -	-10 -67 -8 -34 -3 -18 edit Ho 20-21 Diff - # - -1,445 -	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21 Diff - % -97.37%	2 84 -9 -29 -85 -7 Occation 21-22 Diff - # - -39 -	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - % 100.00%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 %	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1,484 -	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00%	-251 -4 -432 -29 -120 -401 - 19-22 Diff - # -60 - -	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - %
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - - 47 319	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - - 1,484 - 441	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - 39 - 293	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022 - - - - - 326	-10 -67 -8 -34 -3 -18 edit Ho 20-21 Diff - # - -1,445 -	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% DUFS by L 20-21 Diff - % -97.37% -33.56%	2 84 -9 -29 -85 -7 Occation 21-22 Diff - # - -39 - 33	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% Diff - % -00.00% - 112.26%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % - - - - - - - - - - - - - - - - - -	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # -1,484 - -115	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00% -26.08%	-251 -4 -432 -29 -120 -401 - 19-22 Diff - # -60 - - -47 7	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - % - 2.19%
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC HS	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - 47	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - 1,484 -	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - 39 - 293 4,430	7 1,173 266 162 2,001 163 (CKCC C) 10.10.2022 Fall 2022 - - - 326 4,622	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - # - -1,445 - - -148 -1,176	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21 Diff - % -97.37%	2 84 -9 -29 -85 -7 0cation 21-22 Diff - # - - - 33 192	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - % -100.00% -112.66% 4.33%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % 	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1,484 - - -115 -984	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00%	-251 -4 -432 -29 -120 -401 - 19-22 Diff - # -60 - - - 47 7 7 -2,556	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - %
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - 47 319 7,178 -	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - - 1,484 - 441	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - 39 - 293	7 1,173 266 162 2,001 163 (CKCC Ci 10.10.2022 Fall 2022 - - - - - - - - - - - - -	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - # - -1,445 - - 148 -1,176 225	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% DUFS by L 20-21 Diff - % -97.37% -33.56%	2 84 -9 -29 -85 -7 Occation 21-22 Diff - # - -39 - 33	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% Diff - % -00.00% - 112.26%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % 	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1,484 - - 115 -984 242	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00% -26.08%	-251 -4 -432 -29 -120 -401 - - - - - - - - - - - - - - - - - - -	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - % - 2.19% -35.61%
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC HS LCF	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - - 47 319	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - 1,484 - 1,484 - 441 5,606 -	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - - 39 - 293 4,430 225	7 1,173 266 162 2,001 163 (CKCC C) 10.10.2022 Fall 2022 - - - 326 4,622	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - # - -1,445 - - -148 -1,176	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21 Diff - % -97.37% -33.66% -20.98%	2 84 -9 -29 -85 -7 ocation 21-22 Diff - # - - - - 3 3 192 17	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - % -100.00% - 11.26% 4.33% 7.56%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % 	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1,484 - - -115 -984	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00% - -100.00% - -17.55%	-251 -4 -432 -29 -120 -401 - 19-22 Diff - # -60 - - - 47 7 7 -2,556	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - % - 2.19% -38.50%
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC HS LCF MC	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - - 47 319 7,178 - 21,852	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - 1,484 - 441 5,606 - 7,136	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - 39 - 293 4,430 225 11,469	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022 - - - - - - 326 4,622 242 13,438	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - # -1,1445 - -1,146 -1,176 225 4,333	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21 Diff - % 	2 84 -9 -29 -85 -7 ocation 21-22 Diff - # - - - 33 - 33 192 177 1,969	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - % -100.00% - - 11.26% 4.33% 7.56% 17.17%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % 	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1,484 - - -1,484 - - -1884 242 242 6,302	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00% -7.26.08% -17.55% -88.31%	-251 -4 -432 -29 -120 -401 - 19-22 Diff - # -60 - - -47 7 7 -2,555 242 -8,414	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - % - 2.19% -35.61%
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC HS LCF MC OC	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - - 47 319 7,178 - 21,852 884	15 1,156 283 225 2,089 188 10.12.2020 Fall 2020 - 1,484 - - 1,484 - - 7,136 1,173	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - 293 4,430 225 11,469 990	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022 - - - - - - - - - - - - -	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - # -1,445 -1,445 -1,145 -125 4,333 -183	-66.67% -5.80% -2.83% -15.11% -9.57% Durs by L 20-21 Diff - % -97.37% -97.33.56% -20.98% -0.72% -15.60%	2 84 -9 -29 -85 -7 Ocation 21-22 Diff - # - - - - 33 192 - 17 1,969 -99	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - % -000.00% -0 11.26% 4.33% 7.56% 7.56% -10.00%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % 	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -1484 - - -115 -984 242 6.302 -282	-5.26% -53.33% -4.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00% -100.00% -26.08% -17.55% -24.04%	-251 -4 -432 -29 -120 - 401 - - 19-22 Diff - # -60 - - - - 47 7 7 -2,556 242 - 8,414 7	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - % - - - - - - - - - - - - - - - - - -
Multi-racial Unknown White Non Resident CAMPUS AMZN BL DWNTN FRSC HS LCF MC OC OL	1,605 295 282 2,402 NA 10.14.2019 Fall 2019 60 - - 47 319 7,178 - 21,852 884 10,091	15 1,156 283 2,089 188 10.12.2020 - 1,484 1,484 - 441 5,606 - 7,136 1,173 14,259	5 1,089 275 191 2,086 170 10.11.2021 Fall 2021 - - 293 4,430 225 11,469 990 12,926	7 1,173 266 162 2,001 163 (CKCC CI 10.10.2022 Fall 2022 - - - 326 4,622 242 13,438 891 12,376	-10 -67 -8 -34 -3 -18 edit Hc 20-21 Diff - # - -1,145 - - - - - 148 -1,176 225 4,333 -183 -1,333	-66.67% -5.80% -2.83% -15.11% -0.14% -9.57% Durs by L 20-21 Diff - % 	2 84 -9 -29 -85 -7 Ocation 21-22 Diff - # - - - 33 192 - 1,969 -99 -99 -550	40.00% 7.71% -3.27% -15.18% -4.07% -4.12% 21-22 Diff - % - 100.00% 4.33% 7.56% 4.33% 7.56% 4.33% 7.56% 4.25%	0.14% 24.02% 5.45% 3.32% 40.97% 3.34% Fall 2022 % 	-50 -8 17 -17 -63 -88 -25 20-22 Diff - # - -115 -984 242 6,302 -282 -1,883	-5.26% -53.33% 1.47% -6.01% -28.00% -4.21% -13.30% 20-22 Diff - % -100.00% - -100.00% - - -26.08% -17.55% - - -24.04% 	-251 -4 -432 -29 -120 -401 - - 19-22 Diff - # -60 - - - 47 7 7 -2,556 242 -8,414 7 2,285	-21.81% -36.36% -26.92% -9.83% -42.55% -16.69% - 19-22 Diff - % - 2.19% -35.61% - 38.50% 0.79% 22.64%
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Fall 2022 Enrollment Report

Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Students

Selected Activities, Programs, and Updates

- The Basic Needs Coordinator has been selected, Fyn Morrigan, and is scheduled to start in mid-October. Fyn holds a M.A. in Women and Gender Studies from the University of South Florida-Tampa. He has worked as a Florida Certified Child Welfare Case Manager and a licensing specialist working with foster parents and children, providing linkage and access to resources. Many clients and community members came from historically underserved populations. He has also been extensively trained in Trauma Informed Care. He has also done research in this area as a graduate student.
- Drs. Derritt and Meiers visited Butler Community College to tour and review their Student Health Department model in anticipation of a staffing proposal for a more sustainable student health services model for the College.
- Real Talk for College Men of Color was re-launched in September.
 - Staff and Faculty members greeted students at the main entrance with snacks.
 - Interest cards were completed allowing students to identify areas of interest regarding resources, and it allowed students to provide their student

contact information for follow-up. Nineteen students have completed the interest cards. Events will be scheduled based on student interest.

• KCKCC campus community beautification program "Trashy Thursdays" is taking off! More teams are being created as we all work to keep our campus beautiful!

Upward Bound

Submitted by Veronica Knight, Director

Selected Activities, Programs, and Updates

- The Upward Bound Advisor position was posted, applicants have been vetted and several applicants are scheduled to be interviewed.
- Recruitment is underway for the Upward Bound Academy. Students from F. L. Schlagle and Washington High Schools are encouraged to apply. School partnerships are being solidified, and presentations to the schools are in process.
- Additional community partnerships are being identified to assist with recruitment, mentoring, and resource development toward establishing a solid collaborative program foundation. Meetings are scheduled with DiplomA+, AVID counselors, WSU Upward Bound Math Science, and the Teach for America team.
- Recruitment of tutors and instructional coaches has begun with the assistance and support of the KCKCC marketing department.

Student Affairs and Enrollment Management Board of Trustees October 2022 Report Page | 6





Student Accessibility and Support Services

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- The department's faculty members presented the following presentations:
 - Test-taking strategies for an EMT class on September 13.
 - Disabilities in the Classroom on September 21 at the Blue Devil Academy.
- SASS faculty are participating in a professional development program, "Fantastic Beasts and Where Not to Find Them," from Disability, Access, Information, and Services (DAIS). That is focused on how to work through the process of service and emotional support animal accommodations on college campuses.
- SASS faculty led a group from the Kansas State School for the Blind on a tour of KCKCC to assist them in developing a Tactile map for visually impaired students on September 1.
- On September 23, SASS faculty presented True Colors, a personality inventory test, to 8 Culinary Arts students at PCC.
- SASS faculty tabled at the Kansas City Public Schools (KCPS) University of Kansas GEAR UP event on the main campus on September 28.
- SASS faculty participated in the Kansas Association on Higher Education and Disability (KAN-AHEAD) Conversations webinar with the Office for Civil Rights attorney Claire Fitzgerald on September 30.

Upcoming Activities and Programs

- SASS faculty will participate in a panel on Post-Secondary Services for Students with IEPs and 504 plans for Lawrence School District on October 5.
- SASS faculty will participate in an Association on Higher Education and Disability webinar on October 17 on "Three Common Accommodation Dilemmas and How to Address Them."
- SASS faculty will participate in the KAN-AHEAD virtual Fall Conference, "A Culture of Accessibility," on October 28.
- SASS faculty will participate in a Transition Fair for Students with IEPs and 504 plans for Leavenworth School District on November 1 from 5 to 7 PM.

Student Health Services

Submitted by Angie Williams RN

Selected Activities, Programs, and Updates

- Provided 0 COVID-19 tests this month.
- Provided 39 nurse visits this month that include blood pressure checks and first aid administration, over-the-counter medication requests, and other miscellaneous issues. This also includes 4 emergency visits.
- Provided 54 services for TB screening that included administering injections, reading results, and obtaining TB questionnaires.
- HIV tests are offered every Wednesday afternoon from 12-4.

• 7 students reported a COVID-19 positive test results this month. The office had no notifications of close contact. There have been several cases of covid or flu like symptoms that have called me that didn't report back with a positive diagnosis suggesting that cold and flu season has started to make its way across the College.

Office of Admissions

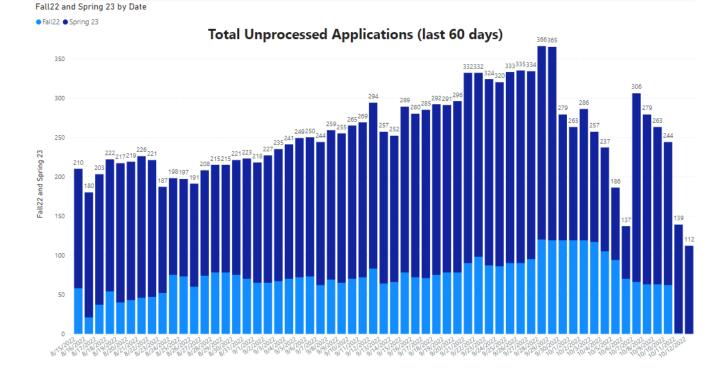
Submitted by Teressa Hill, Director of Admissions and Recruitment

Selected Activities, Programs, and Updates

- The Office Admissions is proactively pursuing filling the three vacant positions within the department now that the new director has completed the onboarding process. Interviews are anticipated to start mid-October.
- To facilitate greater collaboration and outreach, the Office of Admissions is scheduling meetings to facilitate a network of synergy amongst the various academic divisions and departments to maximize better recruiting efforts in support of increasing enrollment.
- The remaining Fall 2022 backlog of applications for admissions was addressed to facilitate enrollment in the 2nd 8-week sessions. The Spring 2023 application backlog has also been prioritized and current at 112 applications. It is anticipated that the backlog will get down to a 2-3 business day turnaround by November 1.

Upcoming Activities and Programs

- October 10: GEAR UP College Preview Day at F. L. Schlagle High School
- October 13: Osawatomie High School Campus Visit
- October 26: De Soto High School Campus Visit
- October 27: Alfred Fairfax Academy Campus Visit



Application for Admissions Processing Backlog (July 16, 2022 – September 13, 2022)

Department of Athletics

Submitted by Kinsey Huwaldt, Interim Director of Athletics

Selected Activities, Programs, and Updates

- Community Outreach
 - September 15: Women's Basketball volunteered at Harvesters, The Community Food Network of KC, by helping with sorting and packing food to help fight hunger in the Kansas City Community.
 - September 25: Women's Basketball volunteered at the Powell Gardens "Under a Harvest Moon" event by helping serve meals, bussing tables and doing dishes, etc.
 - September 30: Men's Basketball conducted their first Read and Recess Session at Turner Elementary School.
- September 20: Volleyball student Taryn Dial was selected as the KJCCC 2022 Division II Volleyball Week 5 Setter of the Week.





- September 27: Volleyball rose to No. 17 in the NJCAA Top 20 Poll.
- September 29: Volleyball student Emma Ayers was selected as the KJCCC 2022 Division II Volleyball Week 6 Defensive Player of the Week.

Upcoming Programs and Activities

- October 19: Women's & Men's Soccer vs Coffeyville CC 5:00 & 7:30pm - Sophomore Night
- October 21: Women's Volleyball Tri Match 4:00/6:00/8:00pm
- October 26: Women's Volleyball vs Allen CC 6:30pm Sophomore Night
- October 28: Women's & Men's Basketball Meet the Team Night
- November 1: Women's Basketball vs Graceland JV 5:30pm Fan Appreciation Night
- November 1: Men's Basketball vs Des Moines Area CC 7:00pm Fan Appreciation Night
- November 2: Volleyball Post Season
- November 11-12: KCKCC Classic
 - Friday 7:45pm 2022 Softball Team Championship Ring Presentation
 - Women's Basketball 6:00 pm; Men's Basketball 8:00 pm
 - o Saturday 5:45 pm Class of 2022 Athletics Hall of Fame Induction Ceremony
 - Women's Basketball 4:00pm; Men's Basketball 6:00pm

Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

 National Speaker Jeff Buckholtz spoke with KCKCC students at the Together We Can End Sexual Violence event held at Centennial Hall Amphitheater on September 20. Students also enjoyed a dinner that was cooked for them by KCKCC Student Activities on the BBQ patio and chatted with partners from Grand Canyon



University and Life Mission church before they settled in for the program. As always, Jeff spoke to students in their own language, teaching them to identify elements in campus life and culture that they can change to stop sexual violence.

• **Resiliency Workshops** -KCKCC Counselor Nicole Graves is presenting resiliency workshops to students on Thursdays starting September 22 through October 20. The workshops are held in the Active Learning Classroom of the Learning Commons from 12 to 1 pm. Students are learning skills such as building self-esteem, persistence and finding a pathway to success in college.



• Blue's Kitchen Cabinet (BKC) -

Utilization of the student food pantry has increased dramatically since last year. In August 2021, students made 94 visits to BKC; in August 2022, 124 student visits occurred. In September



of 2021, 77 students used the food pantry, but this September, 220 visits were made by students to BKC.

• **Counselor Caseloads** - A total of 38 students received counseling in the center in the month of September, with LPC's carrying an average caseload of 18. The total number of direct counseling hours provided to students in September was 56.

Upcoming Activities and Programs

- **Food Mobile Distribution** Our community partner, Church of the Resurrection, will be holding food distribution in the TEC parking lot on Thursday, October 13 from 9-11 am.
- October is Domestic Violence Awareness Month Carlen Davis from Friends of Yates will present Understanding the Dynamics of Domestic Violence: The Impact of Economic Abuse, on Thursday, October 20 at 11 am in Jewell 3397.
- **National Depression Screening Day** will take place on October 6. Watch your email for information about how to get a checkup from the neck up.
- National Coming Out Day hosted by OQS Diversity Club will take place on October 11 from 11 am-1 pm in Lower Jewell Deli Area. Everyone is welcome.

Military and Veteran Student Services

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

• The Veteran Center staff continues to provide various services to KCKCC's Military Affiliated student population. This month the Veterans Center had 134 students come into the Center and 230 emails/phone contacts requesting assistance in some form. The Center is currently down one staff member as our Veterans Certifying Specialist left KCKCC. This hiring process for this position is anticipated to start in October.

• Sept 9 –12: Veterans Center hosted our annual 9/11 Challenge. Participants ran, walked, or

- climbed stairs to honor and remember the first responders we lost on 9/11/2001. Those that completed the challenge received a T-shirt.
- Sept 19 –23: In support of Military Suicide Awareness month, the Veteran Center conducted a 22 A Day Push Up challenge from the 19 through September 23 to honor and remember our Military Service Members that have died by suicide. Each day at 11:30, Students, Faculty, and Staff met to do 22 pushups

representing the number of Veterans and Military Service Members we lose daily to suicide.





Upcoming Programs and Activities

- October 10 November 10: The Veterans Center, along with the KCKCC Student Veterans Club, will conduct a Battle of the Branches Food Drive. All items collected will be donated to the KCKCC Food Pantry to help support the students of KCKCC
- October 18 19: The Veterans Center will host a free lunch for our Military Affiliated students on Main Campus, TEC, and PCC.

Pioneer Career Center

Submitted by Marcia Irvine, Director

Selected Activities, Programs, and Updates

- September 9: Culinary students made canapes, which are a small decorative food consisting of a small piece of bread wrapped or topped with some savory food and hors d'oeuvres.
- September 12: Construction students prepped an area outside to pour a concrete pad that will house a ventilation system for dust collection for the CNC machine.





- September 14: The Early Childhood Education Program visited the local Women's Y to gather information on their curriculum and to observe in a classroom setting.
- September 19: PCC participated in the Strategic Plan Development working together to discuss Values Development. We will have another session on October 10 to discuss Goals and Measures.
- September 20: Students, staff, and faculty participated in the 22 A Day Push-Up Challenge.
- September 19-22: Construction students learned how to stencil and paint. Students used an overhead projector to stencil and paint the KCKCC interlocking logo and the Blue Devil in our meeting rooms. You will see the finished project for this meeting.

Community Involvement

- September 8: Marcia Irvine, Director, and Kim Taylor, Site Coordinator II, attended the kick-off for the Leavenworth County United Way. The kick-off was held at Hallmark Cards and the theme this year is "Give Locally Help Locally."
- September 13: Marcia Irvine, Director, attended the first 2022-2023 Leavenworth Public Schools Education Foundation Board of Directors meeting this week at Warren Intermediate School.
- September 14: KCKCC PCC was the Leavenworth Lansing Chamber Member Monthly Spotlight.

 September 20: Marcia Irvine, Director, is on the USD453
 Foundation Board and participated in the Leavenworth Public Schools
 Education Foundation Pioneer
 Pride Patrol. The Pioneer Pride
 Patrol visits schools in the



district and presents checks to teachers that wrote grants to support projects in their classrooms. The Foundation presented checks that totaled almost \$60,000.

- September 21: Community Blood Drivewas successful with 23 donors including many HVAC students
- Kim Taylor, Site Coordinator, and Leavenworth Lion, helped with the Lions Trash Bag delivery. Leavenworth Lions deliver trash bags in the fall and the spring to residents' doorsteps in the city of Leavenworth.



Upcoming Programs and Activities

- October 10: 3:00 p.m. College/Public Forums-Goals and Measures
- October 25: Hosting Association of the United States Army (AUSA) monthly breakfast
- October 25: Halloween event
- October 26: "Let's Make Pies" Community Culinary Class

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 76 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 133 schedule adjustments were made in the Registrar's Office with the Dean's approval to operate outside the academic calendar limitations.
- Student Contact Information Updates: When colleges cannot reach a student 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 58 student record changes. We also resolved 50 student record

edit checks sent from Institutional Effectiveness. We assisted Nelnet by collaborating with Financial Aid and the Business Office to gather and provide documents needed in a fraud case.

- **Major changes/catalog updates:** To receive federal financial aid, grants, and scholarships, students must be pursuing a degree or certificate in a major that is aid eligible. They must also take courses required for their program of study based on their Student Plan. This month the Registrar's Office processed 71 major 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 48 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 105 student withdrawals and 105 instructor-initiated withdrawals. Ten students were reinstated after they were administratively withdrawn.
- No Show/Never Attended Activity: Per federal regulations, Institutional Effectiveness finalizes and certifies course enrollments to the State of Kansas for funding and other reporting issues. Instructors are responsible for reporting students who have never attended a face-to-face class or who never submitted a required assignment in an online course. 32 students were purged as no-shows courses this month, with 25 students reinstated after they were deleted as no-shows.
- **Graduation Processing Activity:** College is important for many reasons, including long-term financial gain, job stability, career satisfaction, and success outside of the workplace. With more and more occupations requiring advanced education, a college degree or certificate can be critical to success in today's workforce.
 - Two students graduated this month (one student from Summer of 2022, and one student from May of 2022).
 - 26 diplomas were ordered as duplicate orders or for those who recently paid their graduation fee
- **Transcript Activity:** Incoming transcripts: Part of the KCKCC Admissions process is to submit all transcripts to KCKCC. High School transcripts are required for students who have graduated within the past 5 years. College transcripts are required for students who have transfer credits and are seeking to complete a degree or certificate at KCKCC.
 - **Incoming transcripts** are processed manually to determine if the person has applied to the College if they are a current student submitting transcripts to remove a hold or to have their transfer credits added to their KCKCC record.
 - 44 were received from Parchment, our transcript service provider; 38 were obtained from the National Student Clearinghouse; and 52 were received via fax, email, mail, or hand delivered.
- In September 2021, 251 transcripts were received; in September of 2022, 135 transcripts were received and processed this month for a decrease of 46%. (COVID impact)

		ol	h Scho	Hig				College		
	Other	Orphan	CONGR	TRAN	New App	Orphan	CTRAN	Non-degree	Transfer*	New App
123	1	1	5	4	23	5	4	8	28	44
100.00%	0.81%	0.81%	4.07%	3.25%	18.70%	4.07%	3.25%	6.50%	22.76%	35.77%
							insfer	11 reverse tra	• Includes	

- **Outgoing transcripts:** Our partnership with Parchment continues to ease the burden of manually processing student transcript requests greatly. Student Self Service also allows students to easily access their transcript on the student portal. Our office still serves those with technological limitations or whose records are on microfilm and are not eligible for electronic processing.
 - 2 transcripts were produced in-house: 12 official transcripts using Ellucian records, official using the microfilm and 17 unofficial.
 - 396 total transcripts were sent via Parchment; 378 were electronic through Parchment;
 18 were paper through parchment/Ellucian or student copies
- In September of 2021, 524 transcripts were sent out, with 416 transcripts sent out this month, resulting in a decrease of 20.6%.

Outbound Transcript Reasons		Top Receivers of our	Transcripts
College Admissions/Transfer	313	KU/KU Med or Nursing	19
Employment	38	Common Application	15
Self	23	Rockhurst University	12
Certification/Licensure	16	Western Governors	11
Other	4	JCCC	10
Scholarship	2	UMKC	9
		Donnelly College	9

Student Activities

Submitted by Andrica Wilcoxen, Director

Selected Activities, Programs, and Updates

- Student Activities hosted a Blood Drive at KCKCC on September 13. We registered 41 donors and collected 35 units of blood. We had seven first-time donors, ten units of double red cells, and two units of double plasma. In total, we were able to help save 141 lives.
- Student Activities partnered with Financial Aid, Social Sciences, and the Business department to host the annual Constitution Day event at KCKCC on September 19. Two KCKCC Debate members presented on *"The United States federal government should substantially increase restrictions on political campaigns for public office in one or more of the following areas: political communication, campaign spending, interests."* KCKCC Faculty, Dagney Velasquez, presented on *"Gerrymandering & It's Effect on Representation."* Students who participated received a free Constitution Day booklet and participated in a Constitution Day information quiz. The event was live streamed to allow the opportunity for students, faculty, and staff to attend. We served 65 students, faculty, and staff.
- Student Activities and Campus Health co-hosted the flu and COVID-19 vaccine clinic on September 20. We served over 150 students, faculty, and staff.

• Student Activities hosted Grocery Bingo at the TEC on September 30thStudent played bingo and won groceries. We were able to serve over 100 students.

Upcoming Activities and Programs

- October 22 Halloween Bash at the TEC Parking Lot
- October 25 PCC Halloween Bash
- October 26 KU Edwards Campus Event with an appearance with Baby J
- November 7 9th First Generation College Student Celebrations at the PCC, TEC, and Main Campus

Student Financial Aid

Submitted by Mary Dorr, Director

Selected Activities, Programs, and Updates

- FY 2019 Official Federal Student Loan Cohort Default Rates Announced-On September 20, 2022, the Department of Education released the FY 2019 official cohort default rate notification to all schools. The FY2019 official cohort default rate for KCKCC is reported as 2.2%, with 659 students entering repayment and 15 students who defaulted. This rate reflects the COVID-19 protection policies and will continue to be monitored as student loan repayments start to commence.
- **2023-2024 FAFSA Assistance** The 2023-24 FAFSA is now open to complete as of October 1. The Student Financial Aid Staff will be assisting parents and students at the following events:
 - September 26 presentation to Leavenworth High School senior students and parents
 - September 27 USD 500 and TRIO staff FAFSA training
 - October 10 Sumner Academy
 - October 11 J.C. Harmon High School
 - October 18 Bishop Ward High School
 - October 24 District 500 Office Washington and F.L Schlagle students

Financial Aid Applications Received as of October 3

Academic Year	Total Number of Records	Records Received in September
2022-2023	6843	199
2021-2022	7092	164
2020-2021	7737	257

Financial Aid Disbursed to Student Accounts

	FALL	SPRING	SUMMER	TOTAL
2022-2023	\$3,936,980			\$3,661,438
2021-2022	\$7,586,875	\$7,794,658	\$697,323	\$16,078,856
2020-2021	\$5,850,442	\$5,150,304	\$1,358,445	\$12,359,191

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

Award Activity

Number of Awards to Students	Unduplicated Number of Students Awarded Financial Aid
3977	2837

Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

- We hosted Centennial Hall Karaoke on Tuesday, September 13, and were surprised when nearly 100 residents came out to showcase their talents and engage in this fun community-building activity.
- Residence Hall student attendance at campus events continues to be strong, with the Resident Assistants taking groups of students to events and encouraging students to get involved.



• Student Housing completed our first health & safety room checks in September. Once per month, Student Housing staff members will check student rooms to ensure cleanliness and no safety concerns.

Upcoming Activities and Programs

- Move-in for students starting classes for the Fall 2 session is scheduled for Friday, October 7. We still have 19 beds available in Centennial Hall and have at least one new resident moving in.
- We will begin accepting applications for Spring 2023 contracts on November 1. Residents graduating (or leaving KCKCC for other reasons) have been encouraged to submit their contract breakage request before this date for review.
- We are coordinating with the Admissions office to organize regularly scheduled tours of Centennial Hall for prospective students.

Student Success Center

Allison Burton, Director of Student Success and Retention

Selected Activities, Programs, and Updates

- Re-Launched Handshake Student Employment platform to all KCKCC students to increase engagement and encourage students to connect with KCKCC Career Services.
- Student Success Center (SSC) collaborated with KCKPD Academy to enroll 147 officers for Fall 2022.
- SSC hosted KU Edwards for an advising information session to strengthen transfer partner relationships between KCKCC and KU Edwards.
- SSC hosted Fort Hays State University (FHSU) virtually to discuss strengthening our transfer partnership and updating FHSU curriculum guides for students interested in transferring to FHSU after degree completion at KCKCC.
- Advising and Career Services held a collaboration meeting with Northeastern Community College in Nebraska to discuss best practices for implementing MyMajors assessment into academic advising and career services.
- Transfer Club visited the University of Missouri-Kansas City (UMKC) on September 21, allowing KCKCC students to learn more about UMKC programs and participate in a campus tour.
- Danielle Frideres, KCKCC Career Services, assisted with the TEC Workforce Partnership Career Fair on September 22.

Upcoming Programs and Activities

- The Transfer and Graduation Fair is planned for October 12 from 10:00am 1:00pm in Upper Jewell. Anticipate hosting over 60 colleges, universities, and business vendors for our fall fair.
- Rob Roberson, Student Success Advisor, will host a group advising session in partnership with the RA's for our Centennial Hall residents. This session will teach students how to utilize their student self-portal for course registration, future course planning, and monitoring degree progression.
- SSC to offer Student Planning and Group Advising workshops to assist students in learning how to utilize their student portal for course planning, degree progression, and academic advising as well as support students in self-enrollment through Self Service during the group advising portion of the workshops.
 - Scheduled Student Planning & Advising Workshop 11/1/22 9:00AM 11:00AM NUR 2701
 - Scheduled Student Planning & Advising Workshop 11/2/22 4:00PM 6:00PM NUR 2701
 - Scheduled Student Planning & Advising Workshop 12/1/22 2:00PM 4:00PM NUR 2701

- SSC to offer Transfer and Transition workshops to assist students in planning for a transfer to a four-year college or university and/or how to transition from being a student at KCKCC into the workforce. This series is a collaboration between Advising and Career Services.
 - Scheduled Transfer & Transition Workshop 11/08/22 12:20-1:30PM Lower Jewell 2325/2326
- Transfer Club will host three campus visits for Fall 2022:
 - Park University October 4
 - Emporia State University October 13



Marketing Division

Kris Green, Chief Marketing & Institutional Image Officer

General Marketing Update

Kris met with the Community Engagement Committee on October 11 Kris also met the Strategic Plan Steering Committee and facilitated sessions for the Goals and Measurements forums. Faculty, staff, students, alumni and community members were invited.

Kris worked with Rita Blitt, Dr. Mosier and an outside vendor to create a video regarding Rita's vision in sharing her works with the college. It is now available to be viewed on the website and through the Art Gallery.

Kris, Rollie Skinner and Kelly Rogge attended the NCMPR regional conference in Sioux City Iowa in September. Kris presented a session on digital marketing ROI. At the conference the Marketing Department won five awards for their work:

• Social Media Post - Gold Award for the LCF Graduation post



58,908 People F	Reached			
2,926 Reactions, Comments & Shares i				
1,552	196	1,356		
1 Like	On Post	On Shares		
946	132	814		
O Love	On Post	On Shares		
4	0	4		
Wow	On Post	On Shares		
1	0	1		
😖 Sad	On Post	On Shares		
189	41	148		
Comments	On Post	On Shares		
244	243	1		
Shares	On Post	On Shares		
5,582 Post Clicks				
2,381	0	3,201		
Photo views	Link clicks /	Other clicks		
NEGATIVE FEEDBAC	к			
5 Hide post	0 Hide	all posts		
O Report as spam	0 Unlik	e Page		

• Social media or online marketing campaign – Gold Award for the Legends event



• Print Advertisement - Silver Award for the Downbeat Ad



• Digital Advertisement – Silver Award for the Softball National Tournament social media banners



• Successful Recruitment or marketing program – Silver for the Digital ad campaign



Enrollment Marketing

Marketing worked with Enrollment Management and Academic Affairs to create a second 8-week marketing campaign to increase awareness. This campaign included emails to students enrolled in 12-hours or less, social media advertising, and increased visibility on the KCKCC home page and entrance sign marquees.

As a result, the "Get Ready" page (https://www.kckcc.edu/get-ready.html) saw month-overmonth increase of more than 700%.



Kris, working with Admissions and Institutional Effectiveness, completed the analysis of KCKCC digital advertising campaign leading up to fall 2022 enrollment. This campaign generated hundreds of thousands of views on social media and website advertisings.

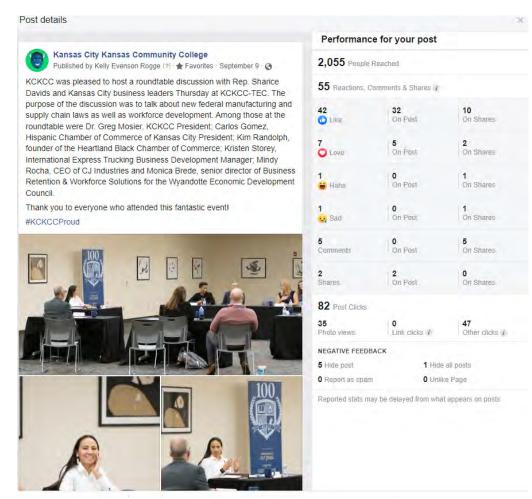
In addition, it resulted in 596 email leads through the completion of a website form. Of those who completed the form, at least (92) 15% applied for Admission this fall and (49) 8% enrolled, which is potential revenue of more than \$70,000. This baseline data will help Marketing determine future strategies for online advertising.

Graphic Design

Rollie has worked with Admissions to create a cut-out and folder for use in Admissions recruiting. Matt Fowler completed the 2022-2023 Academic Catalog and posted it to the website. He is part of a group looking at a new service to compile and publish the catalog.

Photography

Matt has completed several photo and video projects for the college, including a photo shoot at for CTE programs, Sharice Davids Round Table Discussion, and athletic media days with Tyler Scott, sports information coordinator.

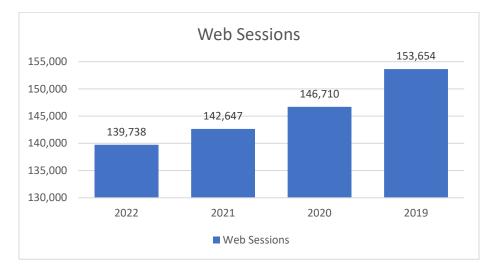


Print Shop

The print shop continues to handle all color and black and white print jobs on campus. In addition, the Print Shop ow handles office supply requests for campus.

Website Update

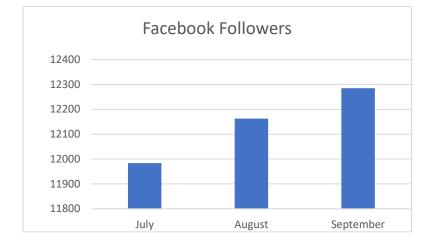
Web services staff continue to host monthly training sessions for faculty and staff who wish to update their department content.



This month the top web pages were:

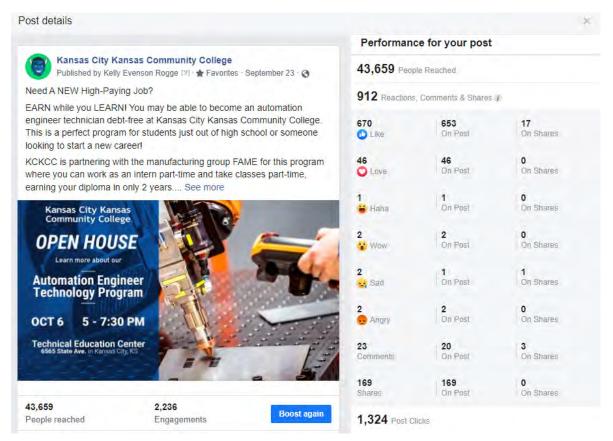
Webpage	Pageviews
Degree / Certificate Webpage	8,974
Get Ready Page	4,490
Class Schedule	2,890
2022-2023 Academic Calendar	1,688
Steps to Enrollment	1,683

Social Media Update



KCKC saw an uptick in Facebook followers this month.

This past month KCKCC create targeted advertising for the automated engineering technology open house and the 8-week classes that began on Oct. 10





Reached	
omments & Shares 🧃	
752	9
On Post	On Shares
22	0
On Post	On Shares
2	0
On Post	On Shares
1	0
On Post	On Shares
1	0
On Post	On Shares
60	0
On Post	On Shares
58	0
On Post	On Shares
IS .	
221	1,271
Link clicks i	Other clicks i
ск	
	all posts
	Comments & Shares # 752 On Post 22 On Post 2 On Post 1 On Post 1 On Post 58 On Post 58 On Post 58 On Post 58 CK

Several social media posts had high levels on engagement this month.



7

Marketing Division

Kansas City Kansas Community College Published by Kelly Evenson Rogge (?) - 🛊 Favorites - September 6 - 🐼

We love seeing our students utilize what they are learning in the classroom! #KCKCCProud



2,036 People Res	ached	
29 Reactions, Com	ments & Shares i	
23 1 Like	23 On Post	0 On Shares
2 Love	2 On Post	0 On Shares
2 Comments	0 On Post	2 On Shares
2 Shares	2 On Post	0 On Shares
110 Post Clicks		
58 Photo views	0 Link clicks	52 Other clicks i
NEGATIVE FEEDBAC	ĸ	
1 Hide post	0 Hide	all posts
0 Report as spam	0 Unlike	e Page

Performance for your post

Reported stats may be delayed from what appears on posts

KCKCC Pioneer Career Center September 6

Bottorff Construction was on-site at KCKCC PCC to help Construction students pour concrete. Deke, Jerry, and Aaron from Bottorff, helped the students use shove... See more





BOARD OF TRUSTEES REPORT FINANCE, FACILITY SERVICES, & POLICE DEPARTMENT DR. SHELLEY KNEUVEAN, CHIEF FINANCIAL OFFICER OCTOBER 2022 REPORT

FINANCE - DR. SHELLEY KNEUVEAN, CFO

- The outside Audit team with Novak Birks, LCC was on campus in September for the college audit and the Foundation audit; the Auditors are finishing up the single audit and a few minor items before submitting a draft. The audit will be presented to the Finance Committee in November or December.
- Business Office staff participated in training calls with Transact to better utilize the payment plan system and service students.
- The first batch of student refunds for financial aid was distributed, with \$2,758,599 to approximately 1,500 students.
- Exploring investment options with Security Bank to present to the Finance Committee.
- The Book Store's sales were up 87% this month as compared to September last year. Sales were \$68,517 versus \$36,571. New merchandise is coming in every week.

FACILITY SERVICES - CHRIS GARDNER, DIRECTOR

- Vendor completed the parking lot reconstruction adjacent to Centennial Hall.
- Resolved all electrical code violations provided by the Fire Marshall at Pioneer Career Center.
- Completed Pioneer Career Center's gym lights upgrade to LED's.
- Continued roll out and administrative training for the new project management software, Workfront. Also, started information gathering to replace current help desk system in partnership with Information Services.
- Continued work on collegewide facilities master plan, completing all initial departmental meetings in October.
- Purchased laser scanning device to update all AutoCAD drawings for all main campus buildings.
- Completed draft space plan in freestanding building at the TEC center for linesman program. Working with the city on proper approvals.
- Contracted with Kaizon Solutions to perform custodial services for Centennial Hall. Inhouse maintenance will continue providing maintenance services as needed.
- Repaving of College Boulevard planned for mid-October.
- Work continues on the Upper Science Hallway classroom 3403. Waiting on electrical parts, no completion date set.

CAMPUS POLICE - ROBERT PUTZKE, CHIEF

- Provided security for the Sharice Davids visit.
- Three new officers were hired bringing the department to full staffing and started at the Kansas Law Enforcement Training Center (KLETC) on October 10. KLETC is the Kansas State Police Academy located in Hutchinson, Kansas. The police academy is 16 weeks long and will be followed by 12 weeks of Field Training Program at the KCKCC Police Department. These officers are expected to be able to patrol alone in April of 2023.
- Conducted ALERRT (Advanced Law Enforcement Rapid Response Training) September 13 (TEC) and September 21 (Main Campus). Total of 39 employees attended these trainings.
- Deputy Chief Sievers completed the Annual Security/Fire Safety Report for 2022 in compliance with the Clery Act September 30, and it is posted on the public website as required.

Kansas City Kansas Community College Monthly Financial Summary

September - YTD FY2023				
		Results	Comments	
Total Assets	\$	132,325,674	Net decrease of \$3.51M for the month; See H1 below	
Total Liabilities	\$	42,856,795	Net decrease of \$854K for the month; See H1 below	
Net Position	\$	89,468,879	Net decrease of \$2.66M; See H4 below	

Summary: Revenue and Expenses	Results	Comments
Total Revenues	\$ 19,064,856	\$5.74M in revenues for the month; See H2
Operating Expenses	\$ 18,735,071	\$8.35M in expenses for the month; See H3
Increase /(Decrease) in Net Positions	\$ 329,785	\$2.61M decrease in YTD Net Position; See H4 below
Current Month - Burn Rate	\$ 8,349,681	CY Budgeted monthly burn rate =\$6.86M
PRIOR YEAR MONTH - Burn Rate	\$ 10,696,304	

	Highlights / Key Financial Initiatives
	The \$3.51M net decrease in total assets is due to cash received from revenues, less cash used to pay operating expenses and liabilities. Total liabilities decreased \$854K due to timing in accounts payable.
H2	Revenue received during the month of \$5.74M consists largely of \$2.66M in federal aid received for distribution to student accounts and \$2.7M in tax revenue. This is typical for this month.
НЗ	Operating Expenses during September were \$8.35M which mainly consists of \$3.42M in salaries & benefits, \$1.10M in supplies & expenses, and \$3.29M in federal aid paid out to students as scholarships and federal aid. Monthly expenses are 10.1% of the budgeted actual expenditures, exceeding the expected burn rate of 8.33%. That is typical of September since it is one of the two larger aid disbursements each semester and future aid expenses will not increase as much.
H4	The College's overall net position during the month decreased \$2.66M during September. This increase is the net result of increases to cash less expenses and liabilities paid. The \$2.61M decrease in YTD changes in Net Position is the result of revenues exceeding expense for the month.

Risks / Issues

The college's enrollment continues to be a risk factor. For the fall semester, enrollment by credit hour is up .6% YTD; however, the budget estimated a 5% growth in enrollment. Finance will monitor this for the financial impact on the budget. A factor impacting enrollment is the employment rate. As of May, Wyandotte County's unemployment rate was 3.2% and the KC metro was at 2.7%, with full employment being defined as 3.6% unemployment. Historically, low unemployment rates tend to indicate that many students will be employed in the workforce, rather than enrolling in college particularly at the community college in career focused programs.
R1
R2
R2
R2
R2
The increased turnover due to retirement and resignations currently happening across the country is affecting KCKCC as well. Wyandotte County has the 2nd highest weekly wage in the state of Kansas, behind Leavenworth County which is also our service area, and neighboring Johnson County has the 3rd highest weekly wage. The metro offers many opportunities for employment at competitive wages, making it difficult to obtain quality candidates for current college openings.

KANSAS CITY KANSAS COMMUNITY COLLEGE

Interim Summary Financial Statements - September 2022

Year to Date Fiscal Year 2023, with comparison to Fiscal Year Ended June 30, 2022

Summary Statement of Net Position

	YTD FY2023	YTD FY2022	Unaudited Year-End FY2022
Assets			
Current Assets	\$ 57,696,597	\$ 54,819,722	\$ 70,440,047
Noncurrent Assets	74,629,077	62,369,360	71,982,053
Total Assets	\$ 132,325,674	\$ 117,189,082	\$ 142,422,100
Liabilities			
Current Liabilities	\$ 8,260,315	\$ 8,774,214	\$ 12,695,996
Noncurrent Liabilities	34,596,480	37,633,184	34,596,480
Total Liabilities	42,856,795	46,407,398	47,292,476
Net Position	89,468,879	70,781,684	95,129,624
Total Liabilities and Net Position	\$ 132,325,674	\$ 117,189,082	\$ 142,422,100

Summary Statement of Revenue Expenses and Changes in Net Position

	YTD FY2023 Actual	Annual Budget	Annual Variance	YTD FY2022 Actual	Percent Used Actual to Budget
Operating Revenues	\$ 9,744,847	\$ 24,861,785	\$ (15,116,938)	\$ 12,507,252	39.20%
Non-Operating Revenues, Net	9,320,009	64,014,032	(54,694,023)	7,669,058	14.56%
Total Revenues	19,064,856	88,875,817	(69,810,961)	20,176,310	21.45%
Operating Expenses	18,735,071	82,287,164	63,552,093	20,455,128	22.77%
Increase/(Decrease) in Net Positions	\$ 329,785	\$ 6,588,653	\$ (6,258,868)	\$ (278,818)	

KANSAS CIT	Y KANSAS COMMUN	ITY COLLEGE				
-	T OF REVENUES AN					
``````````````````````````````````````	TD SEPTEMBER 20	22		-		
	BUDGET	YTD	FORECAST	YTD	VARIANCE	PERCENT
	FISCAL YEAR	ACTUAL	FISCAL YEAR	ACTUAL	ACTUAL	USED ACTUAL
	FY 2023	9/30/2022	2023	9/30/2021	TO BUDGET	TO BUDGET
Operating Revenues:		_		_		
Student Tuition and Fees	\$ 10,726,626	\$ 4,697,822	\$ 10,726,626	\$ 4,769,087	\$ (6,028,804)	43.80%
Federal Grants and Contracts	9,501,288	2,719,030		5,893,970	(6,782,258)	28.62%
State Contracts	968,731	651,606	968,731	520,731	(317,125)	67.26%
Private Gifts, Grants & Contracts	283,100		283,100	147,000	(283,100)	0.00%
Auxiliary Enterprise Revenue	3,106,440	1,467,477	3,106,440	1,079,287	(1,638,963)	47.24%
Other Operating Revenue	275,600	208,912	275,600	97,177	(66,688)	75.80%
Total Operating Revenues	24,861,785	9,744,847	24,861,785	12,507,252	(15,116,938)	39.20%
Nonoperating Revenues (Expenses)		-		-		
County Property Taxes	51,930,018	4,256,727	51,930,018	2,724,738	(47,673,291)	8.20%
State Aid	10,009,582	5,179,792	10,009,582	5,179,792	(4,829,790)	51.75%
SB155 AID	3,125,367	-	3,125,367		(3,125,367)	0.00%
Investment Income	75,000	89.778	75,000	6.120	14,778	119.70%
Interest Expense on Capital Asset Debt	(1,125,935)	(206,288)	(1,125,935)	(241,592)	919,647	18.32%
Transfer from Capital Reserves	-	-	-		-	0.00%
Total Nonoperating Revenues	64,014,032	9,320,009	64,014,032	7,669,058	(54,694,023)	14.56%
Total Revenues	88,875,817	19,064,856	88,875,817	20,176,310	(69,810,961)	21.45%
		-				
Operating Expenses:		-		-		
Salaries & Benefits	45,375,750	9,639,777	45,375,750	9,248,118	(35,735,973)	21.24%
Contractual Services	1,749,427	631,091	1,749,427	415,128	(1,118,336)	36.07%
Supplies & Other Operating Expenses	14,643,001	4,335,539	14,643,001	3,769,851	(10,307,462)	29.61%
Utilities	1,997,500	539,916	1,997,500	416,585	(1,457,584)	27.03%
Repairs & Maintenance to Plant	5,282,534	233,183	5,282,534	582,914	(5,049,351)	4.41%
Scholarships & Financial Aid	8,062,952	3,354,825		6,022,532	(4,708,127)	41.61%
Strategic Opportunities	1,250,000		* 1,250,000	-	(1,250,000)	0.00%
Contingency	250,000	740	250,000	-	(249,260)	0.30%
Debt Service	3,676,000	-	3,676,000	-	(3,676,000)	0.00%
Total Operating Expenses	82,287,164	18,735,071	82,287,164	20,455,128	(63,552,093)	22.77%
Increase in Net Position	\$ 6,588,653	\$ 329,785	\$ 6,588,653	\$ (278,818)	\$ (6,258,868)	
	ψ 0,000,000	ψ 525,765	φ 0,000,000	Ψ (270,010)	<del>•</del> (0,230,000)	
* We have utilized \$0 of the strategic initiative funding	to date.	· · · ·	· 1	· •	· · ·	
^ In FY22 Federal Grants and Contracts Revenue inclu		wn for student relief a	and institutional cos	sts		
In FY22 Scholarships & Financial Aid Expenses inclu	ded COVID relief payr	nents to students				

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

	FY2023 Actual	Annual Budget	FY2022 Actual	Annual Budget	FY2021 Actual	Annual Budget	FY2020 Actual	Annual Budget
Operating Revenues	\$ 9,744,847	\$ 24,861,785	\$ 12,507,252	\$ 34,420,330	\$ 12,135,943	\$ 26,816,600	\$ 10,943,346	\$ 27,315,064
Non-Operating Revenues, Net	9,320,009	64,014,032	7,669,058	57,762,262	8,029,192	57,320,243	7,490,007	57,959,925
Total Revenues	19,064,856	88,875,817	20,176,310	92,182,592	20,165,135	84,136,843	18,433,353	85,274,989
Operating Expenses	18,735,071	82,287,164	20,455,128	85,687,565	18,114,300	79,144,659	18,101,547	80,812,679
Increase/(Decrease) in Net Positions	\$ 329,785	\$ 6,588,653	\$ (278,818)	\$ 6,495,027	\$ 2,050,835	\$ 4,992,184	\$ 331,806	\$ 4,462,310

		KANSAS CITY KANSAS ( BANK BALANCES PE			GE					
	1								1	
								YTD	F	RIOR YEAR
FINANCIAL INSTITUTION	FUND NO.	FUND		CHECKING	IN	VESTMENTS		30-Sep-22		30-Sep-21
BROTHERHOOD BANK	25	FEDERAL PROGRAMS	\$	540,057			\$	540,057	\$	520,116
BROTHERHOOD BANK	61	CAPITAL OUTLAY	\$	3,250,291			\$	3,250,291	\$	2,611,392
BROTHERHOOD BANK	61	CAPITAL OUTLAY			\$	3,185,415	\$	3,185,415	\$	3,180,637
BROTHERHOOD BANK	74	BOARD SCHOLARSHIP	\$	364,622			\$	364,622	\$	281,022
LIBERTY BANK					\$	503,531	\$	503,531	\$	507,431
COUNTRY CLUB BANK**	13/14	ABE-CONT. EDUCATION	\$	272,279			\$	272,279	\$	334,420
COUNTRY CLUB BANK**	72	INCIDENTAL (AGENCY)	\$	782,465			\$	782,465	\$	1,372,490
SECURITY BANK***	11	GENERAL FUND	\$	44,187,840			\$	44,187,840	\$	28,062,034
SECURITY BANK	15	TECHNICAL ED FUND	\$	820,761			\$	820,761	\$	821,031
SECURITY BANK	16	STUDENT UNION	\$	890,856			\$	890,856	\$	1,465,994
		(AUXILIARY SERVICES)	4						-	
SECURITY BANK	63	STUDENT HOUSING (CONSTRUCTION FUND)	\$	1,215,274			\$	1,215,274	Ş	17,332,162
UMB BANK *	17	PAYROLL	\$	-			\$	-	\$	-
TOTAL			\$	52,324,445	\$	3,688,946	Ś	56,013,391	Ś	56,488,729
			<b>,</b>	52,524,445	Ŷ	0,000,040	Ŷ	50,010,031	Ŷ	50,400,725
	Current	Previous Month	Р	revious Year						
91-day Treasury Rate	3.270	2.880		0.040						
* Payroll clearing account nor	mally carries a	 \$-0- balance unless tax pav	ment	deadline falls a	fter	the close of t	 he d	current mont	 h.	
** No interest paid, no fees cl										
***No Fees assessed by Secu		rotherhood Bank.								

				Kansas City Kansas	Community Colleg	ge				
				Cashflow Analysis (G	General & TEC Fun	ds)				
July 1, 2022 to .	une 30, 2023									
July 1, 2021 to .	une 30, 2022									
Month	FY2023	FY2022	FY2023	FY2022	FY2023	FY 2022	FY2023	FY2022	FY2023	FY2022
	Operational	Operational	Operational	Operational	Net	Net	Transfers	Transfers	Cash	Cash
	Cash	Cash	Cash	Cash	Change	Change	In/Out	In/Out	Balance	Balance
	Inflow	Inflow	Outflow	Outflow						
June									47,909,838	33,389,214
July	1,804,276	2,723,922	(6,759,717)	(6,357,332)	(4,955,441)	(3,633,410)	(147,514)		42,806,883	29,755,804
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	28,883,065
September	8,880,290	9,451,036	(9,832,678)	(11,990,740)	(952,388)	(2,539,704)		1,580	45,008,601	26,344,941
October	10,893,451	10,893,451	(4,301,288)	(4,301,288)	6,592,163	6,592,163			51,600,764	32,937,104
November	2,223,477	2,223,477	(8,911,138)	(8,911,138)	(6,687,661)	(6,687,661)			44,913,103	26,249,443
December	3,934,558	3,934,558	(7,770,982)	(7,770,982)	(3,836,424)	(3,836,424)			41,076,679	22,413,019
January	29,192,526	29,192,526	(7,384,183)	(7,384,183)	21,808,343	21,808,343			62,885,022	44,221,362
February	8,597,739	8,597,739	(9,236,101)	(9,236,101)	(638,362)	(638,362)			62,246,660	43,583,000
March	9,339,673	9,339,673	(11,142,860)	(11,142,860)	(1,803,187)	(1,803,187)			60,443,473	41,779,813
April	7,609,775	7,609,775	(8,742,160)	(8,742,160)	(1,132,385)	(1,132,385)			59,311,088	40,647,428
May	3,258,874	3,258,874	(5,864,005)	(5,864,005)	(2,605,131)	(2,605,131)			56,705,957	38,042,297
June	20,156,581	20,156,581	(10,289,040)	(10,289,040)	9,867,541	9,867,541			66,573,498	47,909,838
Totals	114,981,062	117,467,798	(96,243,546)	(102,947,042)	18,737,516		(73,856)	(132)		
Bold = Actual										
Bolu – Actual	19,774,408		(22,601,789)							[
	13,774,408		(22,001,785)							
GL Balance	General Fund	\$ 44,187,840								
	TEC Fund	\$ 820,761								
		\$ 45,008,601								

#### KANSAS CITY KANSAS COMMUNITY COLLEGE Debt Position YTD September 2022

Original	Original	Original	Refinance	New	Balance	Payments	FY23	Less	Balance
Issue Date	Maturity Date	Principal Issued	Principal Issued	Maturity Date	6/30/2022	Due Date	Amount	Interest	6/30/2023
7/1/2013	6/1/2027	\$5,750,401	\$1,585,000	4/1/2023	\$415,000	6/1/2023	\$428,488	\$13,488	\$0
3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$2,500,000	5/1/2023	\$646,940	\$76,940	\$1,930,000
3/1/2020			\$11,095,000	4/1/2029	\$7,730,000	4/1/2023	\$2,129,200	\$309,200	\$5,910,000
3/1/2020			\$4,270,000	4/1/2029	\$4,230,000	4/1/2023	\$133,376	\$103,376	\$4,200,000
1/27/2021	1/31/2053	\$19,840,000	NA	NA	\$19,840,000	9/1/2022	\$697,931	\$697,931	\$19,840,000
		\$33,635,401	\$20,975,000		\$34,715,000	-	\$4,035,935	\$1,200,935	\$31,880,000
	Issue Date 7/1/2013 3/1/2014 3/1/2020 3/1/2020	Issue Date         Maturity Date           7/1/2013         6/1/2027           3/1/2014         5/1/2029           3/1/2020         3/1/2020	Issue Date         Maturity Date         Principal Issued           7/1/2013         6/1/2027         \$5,750,401           3/1/2014         5/1/2029         \$8,045,000           3/1/2020         3/1/2020           3/1/2020         \$1,31/2053	Issue Date         Maturity Date         Principal Issued         Principal Issued           7/1/2013         6/1/2027         \$5,750,401         \$1,585,000           3/1/2014         5/1/2029         \$8,045,000         \$4,025,000           3/1/2020         \$1,1,095,000         \$4,270,000           3/1/2020         \$131/2053         \$19,840,000         NA	Issue Date         Maturity Date         Principal Issued         Principal Issued         Maturity Date           7/1/2013         6/1/2027         \$5,750,401         \$1,585,000         4/1/2023           3/1/2014         5/1/2029         \$8,045,000         \$4,025,000         4/1/2026           3/1/2020         \$1,095,000         4/1/2029         \$1/2029           3/1/2020         \$4,270,000         4/1/2029           3/1/2020         \$131/2053         \$19,840,000         NA	Issue Date         Maturity Date         Principal Issued         Principal Issued         Maturity Date         6/30/2022           7/1/2013         6/1/2027         \$5,750,401         \$1,585,000         4/1/2023         \$415,000           3/1/2014         5/1/2029         \$8,045,000         \$4,025,000         4/1/2026         \$2,500,000           3/1/2020         \$11,095,000         4/1/2029         \$7,730,000           3/1/2020         \$4,270,000         4/1/2029         \$4,230,000           1/27/2021         1/31/2053         \$19,840,000         NA         NA         \$19,840,000	Issue Date         Maturity Date         Principal Issued         Principal Issued         Maturity Date         6/30/2022         Due Date           7/1/2013         6/1/2027         \$5,750,401         \$1,585,000         4/1/2023         \$415,000         6/1/2023           3/1/2014         5/1/2029         \$8,045,000         \$4,025,000         4/1/2026         \$2,500,000         5/1/2023           3/1/2020         \$11,095,000         4/1/2029         \$7,730,000         4/1/2023           3/1/2020         \$19,840,000         NA         NA         \$19,840,000         9/1/2022	Issue Date         Maturity Date         Principal Issued         Principal Issued         Maturity Date         6/30/2022         Due Date         Amount           7/1/2013         6/1/2027         \$5,750,401         \$1,585,000         4/1/2023         \$415,000         6/1/2023         \$428,488           3/1/2014         5/1/2029         \$8,045,000         \$4,025,000         4/1/2026         \$2,500,000         5/1/2023         \$646,940           3/1/2020         \$11,095,000         4/1/2029         \$7,730,000         4/1/2023         \$2,129,200           3/1/2020         \$4,270,000         4/1/2029         \$4,230,000         4/1/2023         \$133,376           1/27/2021         1/31/2053         \$19,840,000         NA         NA         \$19,840,000         9/1/2022         \$697,931	Issue Date         Maturity Date         Principal Issued         Principal Issued         Maturity Date         6/30/2022         Due Date         Amount         Interest           7/1/2013         6/1/2027         \$5,750,401         \$1,585,000         4/1/2023         \$415,000         6/1/2023         \$428,488         \$13,488           3/1/2014         5/1/2029         \$8,045,000         \$4,025,000         4/1/2026         \$2,500,000         5/1/2023         \$646,940         \$76,940           3/1/2020          \$11,095,000         4/1/2029         \$7,730,000         4/1/2023         \$2,129,200         \$309,200           3/1/2020          \$4,270,000         4/1/2029         \$4,230,000         4/1/2023         \$133,376         \$103,376           1/27/2021         1/31/2053         \$19,840,000         NA         NA         \$19,840,000         9/1/2022         \$697,931         \$697,931

### Predictive Model of Significant Annual Cash Flows - FY2023 Inflows Outflows

	Description	Amount				
July						
August	State Aid - Disbursement 1	\$	5,004,791			
September	Tax Distribution	\$	2,845,034			
	Current Tax	\$	982,000			
	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		ڔ	3,123,307			
December						
	Tay Distribution	ć	2E 46E 002			
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	\$	5,004,791			
February	Financial Aid Draw	\$	3,075,000			
March	Tax Distribution	\$	1,871,905			
	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						
May						
June	Tax Distribution	\$	19,245,292			
	Current Tax	\$	17,628,000			
	Heavy Truck	\$	2,520			
	Motor Vehicle	ڊ \$	1,107,400			
	Commercial Motor Vehicle	ڊ \$	31,075			
	RV	ې \$	7,006			
		ې \$				
	Industrial Revenue Bonds		217,301			
	Delinquent	\$	251,990			

Description	Amount
Insurance	(\$628,370)
(Annual Premium)	
Financial Aid Refunds	(\$3,150,000)
COP - Interest on Debt	(\$206,288)
(Certificates of	
Participation)	
COD Jakawat ay Dalat	(\$20,470)
COP - Interest on Debt	(\$38,470)
COP - Interest on Debt	(\$6,744)
	(\$0,744)
Financial Aid Refunds	(\$2,650,000)
COP - P & I	(\$2,056,288)
(Principal and Interest)	
COP - P & I	(\$608,470)
COP - P & I	(\$421,744)

			ELECTRIC	AL USAGE			
DATE	кwн	DOLLARS	CENTS	DATE	кwн	DOLLARS	CENTS
		DOLLANS	PER KWH			DOLLARS	PER KWH
1/30/2017	669,778	\$67,660	10.10	1/30/2018	693,552	\$89,219	12.86
2/27/2017	520,873	\$59,658	11.45	2/28/2018	607,766	\$81,656	13.43
3/30/2017	571,377	\$66,275	11.59	3/28/2018	523,914	\$76,238	14.55
4/27/2017	488,937	\$62,282	12.73	4/27/2018	543,350	\$80,058	14.73
5/30/2017	519,433	\$63,673	12.25	5/30/2018	489,912	\$69,589	14.20
6/29/2017	493,221	\$63,308	12.83	6/28/2018	465,616	\$66,247	14.22
7/28/2017	517,966	\$69,963	13.50	7/30/2018	508,674	\$65,879	12.95
8/30/2017	509,347	\$65,091	12.77	8/30/2018	519,245	\$66,724	12.85
9/28/2017	471,352	\$68,199	14.45	9/28/2018	441,010	\$67,393	15.28
10/30/2017	510,088	\$66,797	13.09	10/30/2018	523,678	\$74,199	14.16
11/29/2017	440,328	\$72,722	16.51	11/29/2018	553,893	\$79,005	14.26
12/28/2017	543,884	<u>\$75,020</u>	13.79	12/28/2018	<u>566,892</u>	<u>\$80,894</u>	14.27
year 2017	6,256,584	\$800,648	12.79	year 2018	6,437,502	\$897,101	13.98
1/30/2019	609,645	\$83,726	13.73	1/30/2020	501,163	\$72,729	14.51
2/27/2019	625,832	\$80,202	12.81	2/28/2020	507,458	\$71,243	14.03
3/28/2019	554,141	\$78,123	14.09	3/30/2020	488,515	\$73,813	15.10
4/29/2019	510,325	\$73,381	14.37	4/30/2020	279,539	\$47,494	16.90
5/30/2019	441,276	\$66,651	15.10	5/28/2020	296,200	\$53,723	18.13
6/27/2019	436,477	\$63,796	14.61	6/30/2020	412,142	\$61,005	14.80
7/31/2019	537,680	\$64,553	12.00	7/30/2020	456,500	\$64,387	14.10
8/29/2019	494,320	\$67,133	13.58	8/28/2020	417,396	\$58,039	13.90
9/27/2019	485,749	\$63,507	13.07	9/29/2020	478,281	\$67,910	14.10
10/30/2019	528,274	\$73,213	13.85	10/29/2020	479,090	\$75 <i>,</i> 859	15.80
11/26/2019	440,981	\$65,663	14.89	11/25/2020	443,240	\$65,829	14.85
12/30/2019	<u>524,192</u>	<u>\$72,943</u>	13.91	12/30/2020	<u>595,900</u>	<u>\$77,901</u>	13.07
year 2919	6,188,892	\$852,891	13.83	year 2020	5,355,424	\$789,932	14.94
1/28/2021	581,940	\$75,663	13.00	1/31/2022	678,586	\$89,277	13.15
2/25/2021	664,720	\$76,586	11.52	2/25/2022	585,600	\$81,504	13.91
3/30/2021	568,580	\$73,401	12.90	3/30/2022	624,643	\$80,879	12.94
4/29/2021	516,220	\$64,693	12.53	4/28/2022	521,442	\$76,167	14.60
5/27/2021	446,300	\$57,583	12.90	5/31/2022	527,597	\$74,075	14.04
6/29/2021	529,020	\$58,806	11.11	6/29/2022	571,473	\$75,749	13.25
7/29/2021	484,980	\$61,788	12.73	7/28/2022	453,355	\$70,775	15.61
8/31/2021	551,720	\$70,049	12.69	8/30/2022	619,347	\$83,785	13.52
9/29/2021	521,420	\$68,641	13.16	9/29/2022	511,384	\$83,310	16.29
10/31/2021	522,405	\$70,567	13.50				
11/29/2021	570,895	\$74,484	13.04				
12/31/2021	<u>471,750</u>	<u>\$68,536</u>	14.52				
year 2021	6,429,950	\$820,797	12.80				

# BOARD OF TRUSTEES REPORT HUMAN RESOURCES OCTOBER 2022

## **Human Resources Summary**

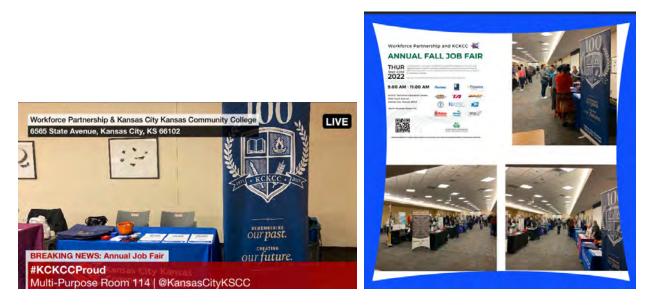
- This month the Human Resources Department participated in the Workforce Partnership and KCKCC Job Fair.
- The Human Resources Department placed an employment ad in the KC Globe newspaper to reach a broader diverse audience of job seekers. The HR team will continue to identify and place ads in publications or websites that assist the college in reaching a broader audience of job seekers.
- New supervisor training was scheduled for three half-day sessions this month. There was a total of 6-11 supervisors who participated in the training session. Six employees attended the monthly professional training offering for Navigating Workplace Conflict.
- The quarterly new position and exit surveys showcase recurring areas of strength and opportunity for the college:
  - What has KCKCC done well?
    - It is a very inviting place to be and work
    - I believe KCKCC has done well with explaining its purpose and who it serves. I believe everyone has been very helpful and friendly during the process of onboarding
  - What areas can KCKCC improve?
    - Working from home
    - Communication
- The Equity and Inclusion Council held a very productive meeting on 9/26 for one hour. EIC members discussed the Equity and Inclusion Plan Initiatives for 2022-2023. The discussion covered the four main domains of the initiatives: students, faculty/staff, systems/processes, and community engagement. Two sub-committees were formed during this meeting, one for the student's domain, and the other for the faculty/staff domain.

BOARD OF TRUSTEES REPORT HUMAN RESOURCES OCTOBER 2022

# Human Resources Full Report

## Human Resources Updates

• Workforce Partnership and KCKCC- Annual Fall Job Fair at TEC, 9/22/2022



• In efforts to increase the applicant pool and exposure to KCKCC job openings, the HR Department placed an employment ad in the KC Globe newspaper for a period of three months. HR will also identify other publications where employment ads can be placed to reach a diverse audience.



• HR team members participated in Trashy Thursdays on September 29th. The team gathered outside to engage in the community service project to help keep the KCKCC campus beautiful.



• This month the HR Department developed and sent the quarterly HR newsletter to the college community (see attached newsletter)

# **Training and Development**

**New Supervisor Training** was held the mornings of September 28th, 29th, and 30th. Six to eleven participants attended each session. Topics included:

- Diversity
- Understanding and Managing Time and Leave
- Workplace Communication: Giving Constructive Feedback
- The Hiring Process
- FMLA, ADA, and Workers Compensation
- Performance Evaluations
- The Disciplinary Process

Evaluations were overwhelmingly positive for these trainings.

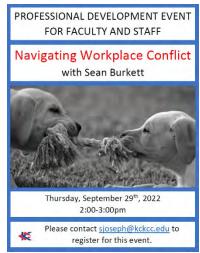
Our **monthly professional development series** continued this month with September's session, *Navigating Workplace Conflict*, conducted by Sean Burkett, Director of Employee Relations. Six participants attended the session.

**Annual compliance training** was launched on July 26th, and all employees are required to complete the following five trainings by October 31st:

- Active Shooter: Surviving an Attack
- Clery Act Compliance
- FERPA Compliance: Family Education Rights and Privacy Act
- EEO: Harassment, Discrimination, Retaliation
- Title IX Compliance: Federally Funded Education Programs and Activities

FERPA, Harassment, Discrimination and Retaliation, and Title IX trainings

have also been redesigned in refresher form for all employees who have already completed the trainings for new employees.



Our next **quarterly supervisor meeting** will be held on Thursday, October 27th from 9:00am to 10:30am. The agenda follows:

- President's Remarks
- Cabinet Member Presentations
- Kris Green, Chief Marketing Officer
- Credit Card Usage Policies
  - o Lesley Strohschein, Controller
- Outstanding Customer Service at KCKCC

## **Employee Relations**

### **Quarterly Employee Survey Reports**

New Employee Follow-Up (July - September)

Item:	2021 Q4	2022 Q1	2022 Q2	2022 Q3
The position description was well defined and representative of the position for which I interviewed.	4.58	4.55	4	4.86
I was introduced to team members appropriately.	4.33	4.64	4.5	4.83
I was given a clear understanding of my department's objectives.	4.33	4.64	3.6	4.71
I was given a clear understanding of my personal performance objectives.	4.36	4.27	3.2	4.43
I understand the requirements and expectations of my new position.	4.42	4.64	3.6	4.57
My interactions with my supervisor and coworkers are appropriate.	4.58	4.55	4.2	4.86
Satisfaction with overall communication within KCKCC.	4.25	4.18	3	4.0

What has KCKCC done well?

- The new hire checklist was very helpful for when I was first starting and my "mentor" helped me navigate the first few weeks. Everyone has been very friendly and IT has been very responsive getting all of my technology and access set up
- It is a very inviting place to be and work
- HR quickly answered any questions I had
- I believe KCKCC has done well with explaining its purpose and who it serves. I believe everyone has been very helpful and friendly during the process of on-boarding

What areas can KCKCC improve?

- Working from home. For it to not be an option is a BIG negative of working here
- Communication. There is no communication between what's going on in offices, personnel changes, big events happening on campus, etc
- The onboarding process was a bit clumsy. benefits enrollment timing, getting keys, keycard, phone, and computer in a timely manner

Reasons for leaving your current position	2021 Q4	2022 Q1	2022 Q2	2022 Q3
Amount of Work Required	2	0	2	0
Type of Work Required	1	0	0	1
Compensation	3	3	6	1
Relocating	1	0	1	1
Working Conditions	1	1	3	1
Quality of Supervision	2	2	1	1
Career Advancement	2	4	6	2
Personal Reasons	2	1	2	2
Retirement	1	2	2	0

#### Exit Survey (July - September)

What has KCKCC done well?

- The relationships and helping students
- Working with other departments, and support

What areas can KCKCC improve?

• Lack of communication

#### **Onboarding Listening Sessions**

KCKCC will host three listening sessions in October for new employees of the college and supervisors on the onboarding process at the College. Members of HR, Payroll, Information Services, and College Police will be available to hear the strengths and areas of opportunities of onboarding.

#### **Employment**

#### 90 Day Sourcing Report

Applicant can self-disclose how they heard about a position at KCKCC. The following information provides a breakdown of how applicants found out a position, how many applied, and were hired for the last 90 days.

Source	# Candidates	# Hired	% Hired
External- KCKCC Career Site	248	16	6.45%
Indeed	117	3	2.56%
(Blank)	68	8	11.76%
LinkedIn Jobs	17	1	5.88%

#### **Benefits**

KCKCC Annual Benefits Open Enrollment began Saturday, October 1, 2022, and will close on Sunday, October 23, 2022, at 11:59 pm. Email communication was sent out on Thursday, September 29, 2022, to employees to attend the scheduled meetings to discuss the 2023 benefits package with HR and a Bukaty representative. Several benefit enrollment meetings are planned throughout the next couple of weeks to share information about KCKCC benefits and answer employee questions.

#### <u>Center for Equity, Inclusion and Multicultural Engagement (CEIM) & Art</u> <u>Gallery</u>

- CEIM team held several meetings during September to outline the events that will be organized and facilitated by the CEIM and the Art Gallery for the rest of this academic year. Discussion focused on what events to hold, when to hold them, who to collaborate with, and how to allocate budgeting and expenses for these events.
- The Equity and Inclusion Council held a very productive meeting on 9/26 for one hour. EIC members discussed the Equity and Inclusion Plan Initiatives for 2022-2023. The discussion covered the four main domains of the initiatives: students, faculty/staff, systems/processes, and community engagement. The members suggested forming 4 sub-committees one for each initiative. Each sub-committee will address the implementation of the goals and the objectives outlined under each initiative as well as consider the timeline and the resources for the implementation process. Two sub-committees were formed during this meeting, one for the student's domain, and the other for the faculty/staff domain.
- Dr. Rasheed facilitated the DEI training for new supervisors. The diversity presentation was conducted in person and lasted 60 minutes with 7 participants. The discussion involved defining DEI terminology, exploring inclusive leadership culture, model, and tools, and identifying challenges for inclusive leaders.
- Dr. Rasheed participated in Hispanic Heritage Month celebration on 9/21. It was organized by Student Organization of Latinx (SOL) to honor and celebrate the contributions of both Latino and Hispanic cultures.
- The CEIM participated in KCKPS Gear Up event which took place on KCKCC main campus on 9/28. KU Gear Up is an organization that works with high school students within KCKPS and prepares them for their post-secondary goals (scholarships, college applications, college classes, etc.). Around 125 juniors and seniors attended the event. The CEIM participated by having an info table to introduce the students to the CEIM events and resources.
- The Art Gallery in partnership with Student Activities hosted a paint throwdown event on October 3, 2022. The event included a display of several artists' work, interactive activities for students and an Art Club fundraiser. There were approximately 300 people that participated in the event.







## Human Resources Newsletter

## **Open Enrollment (Benefits)**

We're planning to start open enrollment in October. More information regarding upcoming meetings will be posted soon.

## Annual Increases (Staff)

All annual increases for FY23 have been completed. The new rates went into effect on the August 15th paychecks.

Retro wages for the difference in the two pay-periods in July were applied as a stipend on the August 31st paychecks. Full-time staff can see their updated annual salary <u>here</u>.

## 3% Bonuses

All staff members employed prior to August 9th were eligible for the 3% bonus. This amount was based off the FY22 annual salary information. Full-time staff received half of this amount on their August 31st paycheck and the other half will be received on the December 15th paycheck. *Individuals that separate employment prior* to the December 15th pay period will not receive the second portion of the bonus. More information on bonuses will be forthcoming for part-time staff and adjuncts. Information on bonuses for faculty will be available once negotiations are completed.

## Hiring Process - Update

Like employers across the country, KCKCC continues to experience challenges with filling certain vacancies. To help attract top talent, KCKCC will now post full-time staff positions with the minimum to maximum dollar amounts of a position's grade as the advertised salary range, instead of the minimum to midpoint. Language will be included that the final salary will be commensurate with education and experience. Any salaries above the midpoint will still be reviewed by the cabinet member over the area, HR, and Dr. Mosier, to ensure that the salary offered is in the best interest of the College and commensurate with the individual's education and experience.

## In This Edition

Open Enrollment (Benefits)	1
Annual Increases (Staff)	1
3% Bonuses	1
Hiring Process - Update	1
Care Cost/Coverage Flyer (Aetna)	2
Professional Development Announcements	3-5
Work-Related Injury/Illness PSA	6
Promotions & New Employees	7-8
CEIM Corner	9
KCKCC Auto. Tech. Promo	10
McDonald's/Student Loan Promo	11
KCKCC Cosmetology Discount	12-13
Little Leaders Daycare Promo	14

## <u>Useful Links</u>

Polices/Procedures Self Service

#### Payroll Calendar

HR MyDotte



Did a coworker assist you with a project that was outside of the scope of their duties? You can now send an employee an electronic high five!

#### Kckcc.edu/highfive

1

## Know your options when you need care

You have several affordable and convenient options for immediate care. Keep this chart handy to help you make a smart choice the next time you need medical care. You may save time and money. Just text "GETAPP" to 90156 for a link to the Aetna HealthSM app. You'll be able to find network providers and facilities near you. Message and data rates apply."

	Care from anywhere		In-person op	tions for care	
	Non-emergency	Non-emergency	Non-emergency	Urgent	Emergency
Care options	Teladoc* Teladoc gives you 24/7 access to board-certified doctors by phone, video or mobile app. Talk to a doctor in minutes and get a diagnosis, treatment, and prescription (when needed), for non-emergency medical needs.	Primary care physician (PCP**). Your PCP is the best option for in-person, non-emergency care. To find in-network PCPs near you, log in to your member website.	MinuteClinic* MinuteClinic offers convenient care 7 days a week from certified nurse practitioners and physician assistants at select CVS Pharmacy* and Target stores nationwide.	Urgent care center Urgent care centers provide quick care for serious, but not life-threatening, situations. Many urgent care centers offer imaging, X-ray and lab services.	Emergency room The emergency room (ER) is for emergencies that can permanently impair or endanger your life. Using the ER for non-life- threatening issues can be very costly and probably means a very long wait time.
When to use	<ul> <li>Allergies</li> <li>Flu</li> <li>Bronchitis</li> <li>Sinus infection</li> <li>Food poisoning</li> <li>Rash</li> <li>Poison ivy/oak</li> <li>Sunburn</li> <li>Sore throat</li> <li>Headache/migraine</li> <li>Eye infection and more</li> </ul>	<ul> <li>Physicals (wellness, screening)</li> <li>Vaccinations &amp; injections</li> <li>Chronic condition management (heart disease, diabetes, arthritis, etc.)</li> <li>Acute care (sinus infections and injuries)</li> <li>Urgent care may be available by appointment</li> </ul>	<ul> <li>Minor illnesses &amp; injuries</li> <li>Screenings &amp; monitoring</li> <li>Skin conditions</li> <li>Vaccinations &amp; injections</li> <li>Wellness &amp; physicals</li> <li>Women's services</li> <li>Travel health</li> <li>Visit minuteclinic.com to confirm services</li> <li>available at your location</li> </ul>	<ul> <li>Back/neck pain</li> <li>Cuts that require stitches</li> <li>Minor burns</li> <li>Flu</li> <li>Sprains</li> <li>Fractures</li> <li>Bronchitis</li> <li>Headaches and more</li> </ul>	Chest pain     Severe abdominal pain     Trouble breathing     Uncontrollable bleeding     Symptoms that may     put your life at risk
Availability	24 hours a day 7 days a week 365 days a year	Weekdays during business hours (May be open extended hours and/or Saturdays)	7 days a week (including evenings and weekends)	Many open 7 days a week with extended hours	24 hours a day 7 days a week 365 days a year
How to access	By phone: 1-855-Teladoc (1-855-835-2362) By video: Teladoc.com/aetna By mobile app: download the Aetna Health or Teladoc app to get started	By appointment only	At select CVS Pharmacy and Target stores Schedule an appointment at <b>minuteclinic.com</b> or through the CVS Pharmacy app	Walk in	Walk in
Average wait time	On-demand within minutes (Avg. wait 10 – 15 mins.; guaranteed within 1 hour or consult is FREE of charge)	Average wait time of 22 minutes upon arrival ²	Make an appointment at <b>minuteclinic.com</b>	15 - 45 minutes ³	2 - 4 hours for non-emergency care ³
	Also by appointment	0 0	¢	* * *	* * * *
Average cost to you	<ul> <li>Total cost is \$49 or less.'</li> <li>Pay at the time of your consult.</li> <li>No balance is ever billed to you.</li> </ul>	<ul> <li>Pay your copay at appointment, if applicable.</li> <li>Pay your estimated patient responsibility at time of visit, if applicable.****</li> <li>You may be billed for any balance.</li> </ul>	<ul> <li>No-cost or low-cost access to all covered services.***</li> <li>Pay your estimated patient responsibility at time of visit, if applicable.****</li> <li>You may be billed for any balance.</li> </ul>	<ul> <li>\$ \$ \$</li> <li>Pay your copay at time of visit, if applicable.</li> <li>Pay your estimated patient responsibility at time of visit, if applicable.****</li> <li>You may be billed for any balance.</li> </ul>	<ul> <li>\$ \$ \$ \$ \$</li> <li>Pay your copay at time of visit, if applicable.</li> <li>Pay your estimated patient responsibility at time of visit, if applicable.***</li> <li>You may be billed for any balance.</li> </ul>

For a General Medical Visit only. Dermatology and Menial Health services are a separate buy-up. * "Vitals" Annual Physician Wait Time Report," http://www.itals.com/about/wait-time * Urgent Care Locations, LLC, Urgent Care center vs. emergency room. Accessed April 4, 2018. *Terms and Conditions: bit.ly/2nijFYG. Privacy Policy: aetna.com/legal-notices/privacy.html. By texting 90156, you consent to receive a one-time marketing automated text message from Aetna with a link to download the Aetna Health²⁴ april 4, 2018. *Terms and Conditions: bit.ly/2nijFYG. Privacy Policy: aetna.com/legal-notices/privacy.html. By texting 90156, you consent to receive a one-time marketing automated text message from Aetna with a link to download the Aetna Health²⁴ april consent is not required to download the app. You can also download by going to the App Store or Google Play. **In Texas, PCP is known as physician (primary care). In the State of Washington, PCP refers to primary care provider. ***Applies only to covered services at MinuteClinic. Video Visits are not a covered service under this benefit. Members in health maintenance organization (HMO) and indermnity plans are not elgible for this benefit. Such members should refer to their benefits plan documents in order to determine coverage and applicable cost share for walk in clinic benefits and services, as applicable. Visit MinuteClinic.com for age and service restrictions. This is not available for fully insured groups in AL, AK, AR, CA, CO, DE, GA, Hi, Na, ID, NA, ME, MS, MT, ND, NM, NY, OR, SD, UT, VT, WA, WV and WY. ***Lab, tests and additional services may result in additional charges. Labs and tests cannot be purchased separately and are only performed as part of a standard visit.

Policies and plans are insured and/or administered by Aetna Life Insurance Company or its affiliates (Aetna). Aetna and MinuteClinic, LLC (which either operates or provides certain management support services to MinuteClinic branded walk-in clinics) are part of the CVS Health family of companies. Providers are independent contractors and are not agents of Aetna. Provider participation may change without notice. Refer to Aetna and MinuteClinic branded walk-in clinics) are part of the CVS Health family of companies. The State of Washington, PCP refers to primary care provider. Aetna and MinuteClinic LLC (which either operates or provides certain management support services to MinuteClinic branded walk-in clinics) are part of the CVS Health family of companies. Teladoc is not available to all members. Teladoc and Filadoc: physicians are independent contractors and are not agents of Aetna. Provider Aetna and MinuteClinic LLC (which either operates or provides certain management support services to MinuteClinic branded walk-in clinics) are part of the CVS Health family of companies. Teladoc is not available to all members. Teladoc and Filadoc: physicians are independent contractors and are not agents of Aetna. For a complete description of the limitations of Teladoc services, visit Teladoc. Com/Aetna. Teladoc, Teladoc Health logs are registered trademarks or trademarks or trademarks or trademarks of Cogle LLC.



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"The <u>Facilities Department</u> as a whole does a great job at keeping everything going for this college even with being short-handed. They did an amazing job of getting everything coordinated and moved when we had 10 offices that needed to be moved with a span of a couple of days. Thank you!"

"Johanna Hernandez has always been extremely customer service focused. She has gone out of her way to assist the Health Professions offices in getting things fixed and re-filled even if it was missed and should have been done on a different shift. She always puts the students and employees first. She always does it with a smile on her face. THANKS Johanna."

"<u>Chris Day</u> consistently works hard to ensure the High School Partnership Program has the data/information to progress smoothly and accurately. Chris always pleasant to work with and extremely helpful to us. Keep up the good work, Chris, and know how much you are appreciated!

#### **Professional Development Announcements**

With the beginning of the new school year, we'd like to update you about trainings that are available for staff and faculty and share some professional development opportunities coming up this year.

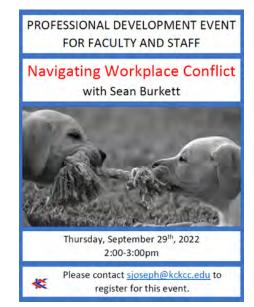
**Annual compliance training** was launched on July 26th, and all employees are required to complete the following five trainings in <u>KnowledgeCity</u> by October 31st.

- Active Shooter Surviving an Attack
- Clery Act Compliance
- EEO: Harassment, Discrimination, Retaliation (Preventing Harassment & Discrimination)
- FERPA Compliance
- Title IX Compliance

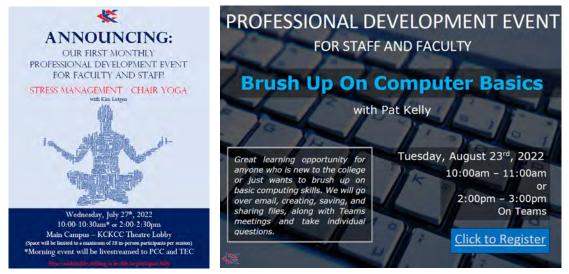
For employees hired before June 1st, 2022 and who have taken the trainings designed for new employees, three of the trainings have been re-designed as refresher trainings. We've also set up Single Sign On for KnowledgeCity this year to make it easier to access the system. If you have not yet completed these trainings, please be aware that you will receive periodic system-generated reminders from KnowledgeCity until you do.

#### Our next monthly professional development event is

*Navigating Workplace Conflict,* conducted by Sean Burkett, Director of Employee Relations, and will take place on September 29th.



This monthly series for staff and faculty kicked off with our first session *Stress Management/Chair Yoga*, on July 27th, conducted by Kim Lutgen, KCKCC Print Shop Manager. Our August event, *Brush Up on Computer Basics*, offered by Pat Kelly, Academic Support Coordinator, took place on August 23rd.



Watch your email for future events!

**KCPDC (Kansas City Professional Development Council)** is a consortium of HLC-accredited higher education institutions that provides quality professional development opportunities for college and university faculty, staff, and administrators. All member schools pool their resources to provide certificate programs, special topic sessions, and annual conferences tailored towards enhancing teaching and learning practices, as well as higher education administration, supervision, and management.

#### Are you interested in earning professional certification?

KCPDC offers two professional development programs through which you can earn a Certificate from KCPDC – the Supervisory Development Program (SDP) and the Faculty Development Program (FDP).

#### **Supervisory Development Program**

This program is designed for supervisors, those aspiring to be supervisors, or anyone interested in learning more about supervision. The Supervisory Development Program provides participants with the proven fundamental skills necessary to become an effective and successful supervisor. Those who complete the six core classes plus two elective sessions will receive a Certificate from KCPDC. The SDP elective requirement can be satisfied by attending two of the Special Topics sessions or the annual Professional Development Conference.

#### Faculty Development Program KCPDC Faculty Academy

The KCPDC Faculty Academy cultivates faculty development by hosting a day-long teaching and learning event where five mini workshops will focus on the following instructional frameworks – Quality Course Design, Learner-Centered Syllabus, Active Learning Strategies, Technology in the Classroom, and Effective Grading Strategies. Collectively, these five topics make up the

Foundations of Teaching Excellence series. The Foundations of Teaching Excellence is beneficial to faculty new to teaching or others that may want to revisit essential teaching and learning strategies.

An alternative option for faculty searching for innovative classroom techniques is to participate in the Advanced Elements of Teaching Excellence seminar. The topic for this session changes annually and is based upon faculty interests.

For more information about KCPDC, check out the <u>KCPDC website</u> or contact your KCPDC representative:

Staff: Sheila Joseph, KCKCC Talent Development Manager Faculty: Tom Grady, Faculty Director, KCKCC Center for Teaching Excellence

#### **Professional Development Funds**

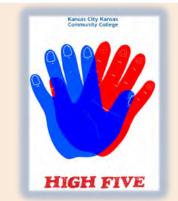
Are you interested in attending a Conference or other professional development event? Professional development funds are available to all employees to attend workshops, seminars, and events related to faculty or staff development. Read the <u>Request for HR Professional</u> <u>Development Funds Reimbursement Procedure here</u>. The applicant's position must be directly related to the event or training for which they are requesting funds.

#### **Upcoming KCPDC Classes:**

- Making New Employees Feel Welcomed October 4th, 1:00-3:00pm
- Diversity, Equity, and Inclusion October 26th, 1:00-4:00pm
- Quality Course Design October 28th, Noon-1:00pm
- Leadership Lessons Out of Left Field November 2nd, 10:00am -12:00pm
- Legal Aspects of Supervision November 8th, 1:00-3:00pm

#### Helpful Resource Guide:

Dean, Dr. Ed Kremer, shared this helpful resource for learning <u>computer applications</u>.



"<u>Kyle Oatney-Becker</u> has always gone above and beyond for students and fellow employees. Always eager to help, he is my goto person on questions for laptops, issues with laptops and just a very friendly person. I don't think I have ever seen him on a bad day or heard a bad tone on the phone with Kyle. I know this is a part of his job but having great personable/friendly skills is truly amazing. Kudos for being an awesome person and always assisting us when needed."

"<u>Cynthia Singleton</u> is AMAZING! Cynthia is helpful with students either in-person or on the phone. She walks with them to other offices and goes over and beyond being an administrative assistant. Cynthia learned how to graduate students when we lost three staff members within a month. She helped scan and link documents so we can work on other projects as well. We know when she is at the front counter, students will receive the best service possible."

## - Reporting Work-Related Injury/Illness -

We want to take this opportunity to remind employees of the process for managing and reporting work-related injuries.

• All work-related incidents, illnesses, or injuries should be reported to the employee's supervisor (or their designee) on the date on which they occur.

• Failure to report your injury, illness, or incident immediately may jeopardize your ability to receive Worker's Compensation benefits and the College could be liable for a lawsuit.

 If an injury is serious or a life-threatening emergency, call 911 and contact the KCKCC Police Department. If it is not life-threatening but does require prompt medical attention, contact Human Resources to complete an incident report and to obtain the information about the appropriate designated provider to report to.

• Even if the employee is not seeking medical attention, you would still be required to complete an incident report.

 Employees <u>cannot use their own personal doctor if they have a</u> work-related injury, they must go to the doctor designated by the College.

## **Promotions within the KCKCC Family**

Name	Title	Department
Janet Matos	Operations Coordinator II	Admissions
Jenell Kamler	International Student Services Specialist II	Admissions
Daniel Kennedy	Lab Coordinator I	Biology
Pedro Torres Leon	Grounds Keeper	Facility Services
Colin Immesoete	Administrative Assistant I	Learning & Library Services
Kristy Green	Chief Marketing Officer	Marketing
Melissa Mahan	Computer Support Specialist Instructor	Math, Science, and Computer Technology
Sheryl Brownell	Executive Administrative Assistant to the President	President's Office
Adam Schack	HVAC Instructor	Technical Education Center
Herman Lloyd	HVAC Instructor	Technical Education Center
Melissa Martinez	Administrative Assistant I	Technical Education Center

## New Members of the KCKCC Family

Name	Title	Department
Tess Roam	Recruiting Coordinator I	Admissions
Ryan Foos	Motorcycle Instructor	Adult & Continuing Education
Angela Sharp	Adult Education Instructor	Adult & Continuing Education
Thomas Zerr	Driver's Education Instructor	Adult & Continuing Education
Cindy Leung	Adjunct	Art
Lauren Sanders	Adjunct	Art
Dr. Donna Bohn	Dean	Arts, Communications & Humanities
Ethan Chavez	Assistant Athletic Trainer	Athletics
Chuck Saunders	Instructor	Automation Engineer Technology
Christopher McGowen	Lab Specialist II	Automotive Technology
Amanda Cobb	Adjunct	Biology
Debra Finch	Adjunct	Biology
Jessica Woods	Science Lab Manager	Biology
Katie Lindgren	Special Projects Coordinator I	Career & Technical Education
Evan Hunter	Officer	Campus Police
Taylor Kobe	Officer	Campus Police
TeAsia Lightbourn	Officer	Campus Police
Danyel Henderson	Lab Specialist II	Cosmetology
Nancy Robinson	Adjunct	Costume Design
Billy Blackwell	Adjunct	Criminal Justice

David Blattman	Adjunct	Digital Design
Nicholas Oviatt	Adjunct	Economics
Tina Belt	Adjunct	Embalming
Nina Jordan	Instructor	Emergency Medical Education
Tanner Lynn	Lab Assistant	Emergency Medical Education
Megan Goebel	Adjunct	English
Julie Robinson	Adjunct	English
Brandon Barrier	Maintenance Specialist I	Facility Services
Bernie Gabrick	Plumber	Facility Services
Glen Pierce	Shipping & Receiving Clerk	Facility Services
Kyle Yeazel	Grounds Keeper	Facility Services
Anaiah McFeders	Customer Service Specialist I	Financial Aid
Dr. Shelley Kneuvean	Chief Financial Officer	Financial & Facility Services
Amanda Franze	Institutional Grant Director	Foundation
Ashley Wolfenbarger	Academic Coo <mark>rdinator of Clinical</mark>	Health Professions
	Education	
Michael Simmons	Administrative Assistant	Human Resources
Ethan Hansen	Computing Services Specialist II	Information Services
Suzanne Hatcher	Staff Accompanist	Music
Rachel Harlin	Adjunct	Nursing
Lori Holmgren	Adjunct	Nursing
Nyentoh Stevens	Adjunct	Nursing
Julia Choi	Adjunct	Piano
Trisha Carney	Adjunct	Reading
Katelyn Campbell	Adjunct	Spanish
Cre Cox	Instructor	> Speech
Parker Hopkins	Adjunct	Speech
Michael Rutherford	Adjunct	Speech
Dr. Christopher Meiers	Vice President	Student Affairs & Enrollment Mgt.
Cole Keiper	Student Resident Life Coordinator I	Student Housing
Linda Jordan	Administrative Assistant	Student Services
Veronica Knight	Upward Bound Director	Student Services
Danielle Frideres	Career Services Coordinator II	Student Success Center
Lauren Auge	Adjunct	Voice
Travis Bowman	Lab Assistant	Welding
Fernando Diaz	Lab Assistant	Welding
Daniel Eden	Lab Specialist II	Welding Technology

## **CEIM Corner**

The Art Gallery Coordinator, Shai Perry, and the Art Department co-hosted a gallery space at the "3rd Friday Art Walk" in downtown KCK. *Wine Colors* were in attendance for the August 19th event. Its purpose was to both advertise the upcoming art gallery exhibition but also to promote summer and fall art classes. The plan is to have a KCKCC presence at the monthly art walks through October 2022. KCKCC Art Department Satellite Gallery is located at Local Agent, 510 N 6th, KCK.

The first fall exhibition, "The Art of Gaming" opened on August 15th. Show closing reception will be held on September 23rd from 4pm-7pm. Come meet the artists!

Nicoya Helm is back this fall for "Wednesday Wind-down", a free class offered in the Art Gallery twice a month from 4:30-5:30pm. Registration is required. Upcoming dates are: 9/28, 10/12, 10/26, 11/09, and 11/30.

Ambient Space projects for the year are being planned with the Art Committee. A mural to celebrate the 100th anniversary of KCKCC will be coming soon, and a new sculpture from the KC Parade of Hearts was recently featured outside the Humanities building. Both were celebrated with the artist at this year's Art Gallery Paint Throwdown on September 21st.

#### Upcoming Events:

- Paint Throwdown October 3rd, 11:00-11:30am
  - Centennial murals reveal and meet the artists
- Meditation every Monday & Friday @ noon led by volunteers





## **Automotive Technology Department - Employee Discount**

- Vehicle repairs are performed based on what subject is being taught at the present time.
- All applications will be reviewed and chosen by the instructors. Not all applications will be accepted.
- Labor is free, but you are responsible for the cost of parts/supplies that are needed. You may provide your own parts, or we can order them for you.
- After repairs are complete, payment is due in full before the vehicle will be released.
- Some repairs will take much longer to complete than others. An approximate length of time until completion will be discussed with you once the application is chosen. However, this time frame is NOT set in stone. Situations may arise where the vehicle has to be left for a longer period of time.
- Auto Tech students have first priority for all vehicle repairs.
- Current services offered are brakes, heating/AC, and steering/suspension

Click here to submit your application!

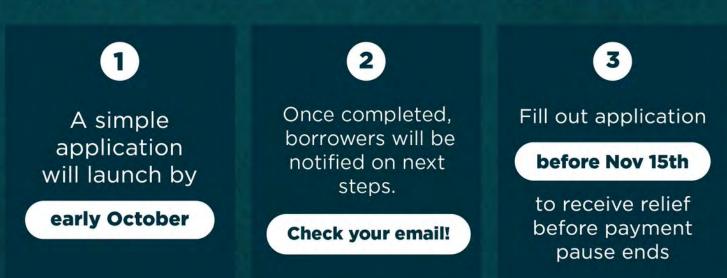
# McDonald's - KCKCC Discount

- All KCKCC students/employees are eligible with a valid ID
  - 10% discount on orders of \$5 or more (excludes any promo, sale, or value price items)
    - Only valid at: 7530 State Avenue, Kansas City, KS 66112

## *** Reminder to all employees who are interested ***



## NEXT STEPS FOR LOAN FORGIVENESS



Sign up at StudentAid.Gov/DebtRelief to be notified when application is available



Basic Permanent Wave (with cut /style)	\$22 & up
Design Perm Wave: Spiral, Piggy Back, etc. (with cut/style)	\$30 & up
Virgin Relaxer (with cut/style)	\$25
Relaxer Retouch (with cut/style)	\$20
Curl By Design (with cut/style)	\$30
All Over Color (with style)	\$30 & up
Color retouch (with style)	\$20 & up
Frost cap highlight (with style)	\$24
Foil Highlight/Lowlight (with style)	\$26 & up
Balayage	\$30 & up
Toner Only	\$10

HAIR LENGTH ADDITIONAL PRICING

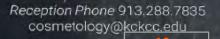


KCKCC is an Equal Opportunity and Affirmative Action Educational Institution.

Kansas City Kansas Community College

# COSMETOLOG SERVICES

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6565 State Ave, Kansas City, KS 66102







## HAIR

Shampoo	\$2	
Haircut	\$5	
Shampoo & Rod Set	\$12	
Shampoo & Roller Set/Blow Dry	\$8	
Shampoo, Blow Dry, Flat Iron	\$13	
Up-do	\$15	
Silk Press	\$18	
Deep Conditioning	\$5	
Scalp Treatment	\$5	
Braiding - Corn Rows	\$20	
Basic Twist out	\$10	
Twistees/Dreads	\$20 & up	
Accessory Add-Ons	\$5	

## SKIN

Eyebrow Wax	\$5
Lip Wax	\$5
Chin Wax	\$5
Brow Tint	\$7
Underarm Wax	\$10
Half Leg Wax	\$15
Basic Facial	\$10
Custom Facial (acne, anti-aging, etc.)	\$15

## NAILS

Manicure*	\$6	
Manicure with Gel Polish	\$9	
Polish Change-Hands*	\$2	
Pedicure	\$18	
Pedicure with Paraffin	\$21	
Full-set with Tips	\$16	
Full-set Overlay	\$11	
Nail Repair	\$3	
Acrylic Fill	\$8	
Nail Art (one naii)	\$1	
Nail Art (all nails with 10 rhinestones)	\$8	
Acrylic Soak Off (1hour)	\$5	
Dip Nails	\$16	
French Polish	\$3	
Paraffin Dip - Hands	\$3	

#### * Gel Polish \$3

All KCKCC students and employees get 50% off all non-chemical services with KCKCC ID presented.

20% off for senior citizens over the age of 65.

# Little Leaders of KCK Learning, Caring, Growing

#### Now Open and Enrolling

Little Leaders of KCK offers <u>all day child care for children ages 12 months to pre-K</u>. Children will have the opportunity to explore, create, and imagine while they develop academically, socially, emotionally, and physically. These opportunities will take place in a safe, murturing environment under the guidance of a caring and highly qualified teaching staff.

#### **Preschool Explorations**

#### Social Skills and Activities

- Manners
- "I-Care" Rules
- Conflict Resolution
- Self Care (zip, snap, tie, button)
- Dramatic Play
- Singing
- Unstructured Play Time

#### Math Skills and Activities

- Shape Recognition
- Patterning
- Number Recognition
- Basic Counting Skills
- Calendar Skills
- Spatial Awareness
- Comparing
- Math in the Environment

#### **Highly Qualified Teaching Staff**

Christi Eaton Owner/Executive Director Early Childhood Education Degree Elementary Education Degree Master's Degree Certified Reading Specialist 21 Years Teaching Experience Kim Maples Owner/Executive Operating Director Elementary Education Degree Master's Degree Certified Reading Specialist 25 Years Teaching Experience

#### Located on the campus of KCKCC.

Discounts available for faculty, staff, and students of KCKCC Full days and partial days available. Space is limited. Call or email to enroll. 913-299-1821 info@littleleaderskck.com www.littleleaderskck.com

#### Reading Skills and Activities

- The Alphabet
- Letter Sounds
- Blending & Segmenting Sounds
- Rhyming Awareness
- Print Awareness
- Identifying Beginning Sounds
- Literature Appreciation



## BOARD OF TRUSTEES REPORT

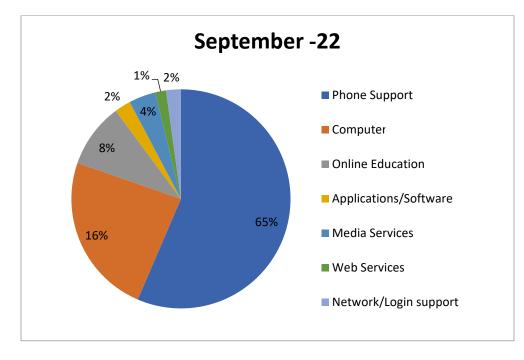
Peter Gabriel, Chief Information Officer

#### ACADEMIC SUPPORT

- Worked with faculty members on Adobe Products, Microsoft Forms and Outlook.
- Participated in Strategic Plan Forums.
- Assisted with Chat with the President.
- Participated in Finance Committee Meeting.
- Various Board of Trustees Meetings in support role.
- Set up College Senate in Microsoft Teams.
- Various Help Desk tickets serviced and closed.
- Attended Staff Senate and Core group meetings.

#### COMPUTING SERVICES

- 315 tickets were issued during the month of September -417 tickets were resolved.
- The average time spent on each ticket was 2.35 days
- 438 helpdesk calls were taken in September average time per call was 3.27 minutes.



#### MEDIA SERVICES

• Setup, and recorded the monthly Board of Trustees Meeting. Made a broadcast copy for the college's cable channel, and a video archival of the Board of Trustees Meeting.

IFORMATION SERVICES

- Setup via zoom a virtual/hybrid Board of Trustees Meeting.
- August, 2022 Board of Trustees Meeting.
  - o Vimeo analytics: <u>https://vimeo.com/manage/videos/750025310/analytics</u>



- o YouTube analytics: https://studio.youtube.com/video/5dZKcr0R_YM/livestreaming
- Facebook analytics: <u>https://www.facebook.com/KansasCityKansasCommunityCollege/videos/458273042743037</u>
- Setup, recorded, and live streamed Monthly Finance Committee Meeting.
- Setup and recorded Board Community Engagement Meeting.
- Setup, recorded, and live streamed 2022 Master Contract Negotiations.
- Setup and recorded cameras for the play in the Performing Arts Center.
- Setup for Q3 KCK Chamber Chairmans Breakfast.
- Live Streamed Athletics Events.

#### **NETWORK SERVICES**

- Self-Service Web App Availability 98%
- Student Recruiter Web App Availability 99%
- MyDotte Web App Availability 98%
- Email Availability for employees and students 99%
- Network Switch and Phone and Availability 98%
- Microsoft updates and security patches were installed on 164 servers.
- Upgrade of all computers to Windows 10 Version 21H2, project still in progress. Once we have been able to test version 22H2, we will begin to install this update instead of the 21H2 update.
- Monthly (or as needed) computer software updates in progress: Chrome, FireFox, Java, Adobe Acrobat Reader DC, this is only a small list that comes from our Microsoft Defender Vulnerability list. The Google Chrome browser is currently being updated to version 106.0.5249.103 and Firefox to version 105.0.2.0
- Network Services has completed the steps to migrate our Internet Service Provider (ISP) from our previous provider to our new provider. With this change, we have been able to update our connection speed from 1Gbps to 5Gbps.
- Preceptive Content server upgrade project is still in process, we are currently setting up the Single Sign-On portion of the project.
- KRS Business Objects project server migration has completed, testing with Institutional Effectiveness has been completed. We are working to shift the nightly update process away from the old environment to the new environment. Once that has been completed and tested, we will provide links to users that point them to the new environment.
- Next month, we are looking to implement Single Sign-On for the Ad Astra environment. The current version of Ad Astra we are on has a bug with Single Sign-On, so we will be scheduling a 2hour outage to update to the latest version that does not include the bug. Once the update is complete, we will move forward to transition to Single Sign-On.

**NFORMATION SERVICES** 

#### **Policy: 1.18**

#### KCKCC Naming Rights, Opportunities, and Recognition

#### Purpose

This policy sets forth guidance to administration, staff, volunteers, and donors of Kansas City Kansas Community College (the "College") and its Foundation for gift naming opportunities, and the recognition of major monetary and nonmonetary gifts, or exceptional service to the College or the community.

#### **Policy Statement**

Recommendations for the naming of a facility, program, endowed chair, scholarship, or event are to be submitted to the Foundation Director in writing. Information should include the gift purpose, gift amount, payment terms, proposed name, details of exceptional service, and any other pertinent information. The request goes to the President and Cabinet for review. The final authority for name recognition approval rests with the College Board of Trustees (BOT).

The naming of a college facility, program, endowed chair, scholarship, or event must be consistent with the College's role as a public trust and is appropriate when:

- a donor has provided a significant contribution to the benefit of the College, or
- the College chooses to honor an individual or organization based on their character, service, or other merits.

#### Naming Eligibility - Distinguished Service

Facilities, programs, or events may be named for an individual who has provided distinguished or meritorious service to the college. Such an honor may be considered for any organization or individual, either alive or deceased, who has significantly and positively impacted the College in its pursuit of fulfilling its mission. Naming opportunities granted for distinguished service shall consider, as appropriate, the support of college faculty, staff, and students, as well as the support of the community.

#### Naming Eligibility - Gift

Each naming opportunity granted in exchange for anything of economic value shall be subject to a written agreement between the College Foundation and the donor. By making a significant gift to the College or its affiliated Foundation, donors may be offered the opportunity to select the name of a facility, program, endowed chair, scholarship, or event.

Opportunities for naming rights will be evaluated and updated as campaigns are planned over time. The College Foundation will maintain a current list of facilities, scholarships, programs, endowed chairs, and events available for naming.

#### 1. Minimum Gifts

Naming eligibility may be recommended based on receipt of a substantial gift or pledge by a donor. A "substantial gift" may be pre-determined, as in endowed scholarship minimums, or is a majority of the project, program, endowed chair, or event cost (51% or more). If not a majority of the cost, the amount is considered substantial and is integral to project completion as determined by the College BOT. The minimum gift requirement for a naming opportunity will be set by the Foundation Board, in collaboration with the College President, with final approval by the College BOT.

#### 2. Naming Criteria

The College will judge the acceptability of potential naming gifts based upon one or more of the following criteria:

- The naming gift's usefulness and inspirational value to the student body
- Its physical or aesthetic enhancement of the campus
- Its contributions to the heritage and reputation of the College
- Its compliance with the stated fundraising campaign purpose

#### 3. Permanence of Naming

When a College facility, program, endowed chair, or event has been named by the College BOT, it is the College's intent to continue to use the name as long as the facility, program, endowed chair, or event remains in use and serves its original function, or as otherwise may be provided for in the written agreement between the parties and as subject to Kansas statutes that exist now or may exist in the future.

When the use has changed such that the named facility must be demolished, substantially renovated, or rebuilt, the College may retain the use of the name, name another comparable facility, or discontinue the use of the name. Discontinued or greatly modified programs, endowed chairs, or events may be handled in the same manner. Such decision shall be made by the College BOT.

When provisions, as specified in the written agreement between the parties for a naming gift or in the written conditions statement for a distinguished service naming allow for a name on a facility, program, endowed chair, or event to be changed or removed, such decision shall be made by the College BOT.

#### 4. Name Removal

College naming opportunities shall bear only the name of individuals or entities that exemplify the attributes of integrity, character, and leadership consistent with the values of the College and its Foundation. In the event these attributes are not maintained by the donor/honoree, the College BOT reserves the right to remove the donor/honoree's name from a physical space, program, department, unit, event, or other named entity at any time.

#### Gift/Pledge Agreements

Each capital or endowment gift that qualifies as a naming opportunity must be accompanied by a written Gift/Pledge Agreement that has been approved and signed by the donor or the donor's designated representative. The agreement will specify the purpose of the gift and full receipt of cash or assets that can be converted to cash immediately. If the naming gift entails a multi-year pledge payment, the schedule for such payments must also be detailed.

Naming gift opportunities for non-physical assets (e.g., endowed funds, chairs, professorships, fellowships, etc.) may be secured by confirmation of a documented, multi-year pledge. Naming of the selected purpose will not be confirmed until the pledge is fulfilled unless an exception is granted by the College BOT. In the event a donor's pledge is not fulfilled, the naming opportunity may be forfeited.

Pledges for named endowment gifts must be completed within a maximum of five years from the initial pledge date. For endowment pledges that do not reach the minimum funding level within the stated five-year period, the donor or their representative will be consulted to determine the most appropriate course of action. This may include a pledge extension or the transfer of the donated funds to an account stipulated by the President and approved by the BOT.

#### Naming or Renaming Existing Buildings and Interior Spaces

Existing buildings that are currently named but do not recognize a particular benefactor and are not subject to earlier restrictions may be subject to renaming by action of the College BOT.

Unnamed internal spaces within existing buildings are eligible as naming opportunities occasioned by a significant gift to the College and approval of the College BOT.

#### Recognition of Donors

The specific amount of a donor's proposed gift may be maintained as a confidential matter between the donor, the College and its Foundation to the extent allowed by Kansas law; however, the College and its Foundation may wish to publicly announce a gift in the interest of encouraging other prospective donors to make similar commitments. Such gift announcements will be made only after securing the permission of the donor and offering the donor an opportunity to review the announcement.

Signage used to recognize a donor shall be determined by the College and its Foundation to be consistent with all other branded signage in use at that location and/or consistent with similar signage used throughout the College's locations and buildings.

Board Approved: XX/XX/XXXX

#### **Policy: 2.16**

#### **Course Readiness**

#### Purpose

Kansas City Kansas Community College is concerned with students' academic success. This policy is intended to ensure students are equipped to complete college course minimum requirements.

#### **Policy Statement**

Prerequisites are published so students may understand the preparation expected of them before they enter a course. It is the student's responsibility to ensure that prerequisites are satisfied. A student's course enrollment may be cancelled if the student does not meet course prerequisites.

Board Approved: XX/XX/XXXX

#### **Petition to Administrative Enrollment Deadlines**

#### Purpose

Kansas City Kansas Community College (KCKCC) is committed to providing a fair and transparent process for students to petition for an exception to administrative enrollment deadlines, such as requesting to be retroactively withdrawn from a class(es) after the last day of a semester.

#### **Policy Statement**

A student may submit a petition for an exception to the published administrative academic calendar deadlines no later than 30 days after the last day of the semester to the Office of the Registrar. If the Office of the Registrar denies the petition, the student may appeal the decision within 30 days to the Student Affairs Appeal Committee.

Administrative academic calendar deadlines include, but may not be limited to, the last day to withdraw from a class, last day to add a class online, and requests for retroactive enrollment for the semester.

Board Approved: XX/XX/XXXX

#### Procedure: 3.07A

#### **Administrative Enrollment Deadlines**

A petition request must be filed by the provisions of this policy and within the timeframes established here to be considered.

To file a petition, complete and submit the online form according to the instructions.

The petition facilitator, designated by the Vice President for Student Affairs and Enrollment Management, will decide the outcome of the petition based on all pertinent documentation submitted and a review of college records. The notification of a decision will be sent to the petitioner in writing within 14 business days of receipt of the petition. A student may appeal the decision to the Student Affairs Appeals Committee within 30 days of notification of the initial decision.

#### Petition Criteria

All petitions must include information that documents one of the following:

- 1) Sudden illness, accident, injury, or situation that impacted the student's class schedule. Generally, petitions based on chronic illnesses known at the time of enrollment are not approved.
- 2) Call to military service or jury duty.
- 3) Substantiated circumstances involving college error where a student in good faith relied on information provided by a named college official and was consequently misled or mistaken.
- 4) When it is in the student's and institution's best interest to grant an exception to the deadline, the facilitator may grant an exception.

#### Petition to the Assessment of Tuition and Fees

#### Purpose

Kansas City Kansas Community College (KCKCC) is committed to providing a fair and transparent process for students to petition for a refund of assessed tuition and fees.

#### **Policy Statement**

In the event of extenuating circumstances, a student may submit a petition for an exception to the official college tuition and fees assessed to their student account according to the procedures of the tuition and fee policy. The request must be submitted to the Division of Student Affairs and Enrollment Management (SAEM) within 30 calendar days of the billing notification of the assessment, adjustment, or refund. If the petition is denied by the Division of SAEM, the student may appeal the decision within 30 calendar days of notification of the initial decision to the Student Affairs Petition Appeal Committee.

#### Procedure: 3.08A

#### Petition to the Assessment of Tuition and Fees

A petition request must be filed by the provisions of this policy and within the timeframes established here to be considered.

To file a petition, complete and submit the online form according to the instructions.

The petition facilitator, designated by the Vice President for Student Affairs and Enrollment Management, will decide the outcome of the petition based on all pertinent documentation submitted and a review of college records. The notification of a decision will be sent to the petitioner in writing within 14 business days of receipt of the petition. A student may appeal the decision to the Student Affairs Appeals Committee within 30 days of notification of the initial decision.

#### Petition Criteria

All petitions must include information that documents one of the following:

- 1) Sudden illness, accident, injury, or situation that impacted the student's class schedule. Generally, petitions for reassessment or refund based on chronic illnesses known at the time of enrollment are not approved.
- 2) Call to military service or jury duty.
- 3) Substantiated circumstances involving college error where a student in good faith relied on information provided by a named college official and was consequently misled or mistaken.
- 4) When it is in the student's and institution's best interest to reassess tuition and fees, the facilitator may grant an exception.

#### **Exclusions and Special Considerations**

The Petition Facilitator or Appeals committee cannot approve petitions and appeals based on academic grounds.

Petitions will address only whether a refund of charges is made. Grade assignments, quality and quantity of instruction, and other academic issues are not within the scope of these procedures and should be addressed to the Academic Dean of the Division.

Refunds cannot be made for classes in which the student is still enrolled.

If a student establishes a pattern of repeatedly submitting frivolous fee petitions or files petitions citing similar circumstances over successive semesters, the Petition Facilitator or Appeals Committee may decline to consider the petition or appeal.

Late fees on unpaid tuition and fee balances can be assessed while a petition of appeal is pending.

#### Policy: 5.63

#### **Relocation Assistance**

#### Reference: Employee Category (5.51)

#### Purpose

To provide guidelines for allowable relocation expenses consistent with sound business practices and budgetary limitations.

#### **Policy Statement**

KCKCC may provide relocation assistance to eligible employees for eligible relocation experiences as described in this policy. Relocation assistance will only be offered to eligible employees.

All relocation requests must be approved by the President's Cabinet member that oversees the division and the President prior to the actual relocation or commitment to the new employee.

#### Eligible Employees

To attract the best qualified employees, newly hired administrators, typically from the dean/director level and up, who hold a full-time position or appointment and are relocating at least 50 miles from their previous residence. In extenuating circumstances, a member of the President's Cabinet may petition the President to provide relocation assistance to new employees in positions not defined above.

#### Reimbursement Amounts for Relocation Expenses

KCKCC will reimburse for eligible relocations expensed in accordance with the Relocation Reimbursement Standards.

#### Eligible Relocation Expenses

KCKCC will provide relocation assistance to an eligible employee for relocation expenses as described within this section.

Eligible relocation expenses include:

- 1) Commercial moving company costs
- 2) Charges for packing, crating, mailing, and/or shipping household goods, and other miscellaneous packing supplies
- 3) Rental truck costs
- 4) Cost of in-transit storage for up to 90 consecutive days
- 5) Shipment cost for vehicle(s), if not used in the move
- 6) Cost of meals for eligible employees and their dependents during travel in the relocation process, in accordance with current federal per diem rates for meals and incidental expenses
- 7) Travel and lodging costs from the old primary residence to the new residence, which may include:

- a. Actual gas cost, based upon receipts or current Internal Revenue Service (IRS) rates for personal or rental vehicles as indicated on the Relocation Request Form
- b. Lodging in transit, based upon the current federal per diem rates for the cities involved
- c. Airfare (coach only)
- d. Rental car (economy only unless President Cabinet member or College President approval of a larger vehicle is documented in advance of the rental)
- e. Transportation fees (such as tolls, Uber/Lyft, taxi, parking, etc.)
- 8) Household pet shipping charges
- 9) House hunting expenses (one trip only, not to exceed five days) which may include:
  - a. Actual gas cost based upon receipts or current IRS rates for personal or rental vehicles
  - b. Lodging and meals based upon current federal per diem rates for the city involved
  - c. Airfare (coach only)
  - d. Rental car
  - e. Transportation fees (such as tolls, Uber/Lyft, taxi, parking, etc.)
  - f. Temporary housing assistance (will begin no earlier than when the employee arrives at KCKCC.)

#### Ineligible Expenses

Expenses not paid or reimbursed by KCKCC include (this is not an all-inclusive list):

- 1) Business trip expenses
- 2) Commuting expenses while living in temporary housing
- 3) Meals and travel costs incurred by laborers
- 4) Expenses incurred by persons not considered to be the employee's dependents for tax purposes
- 5) Costs related to immigration, such as passports, visas, etc.
- 6) Utility and telephone installation charges
- 7) Loss of security deposits

#### <u>Taxation</u>

The payment and/or reimbursement of all relocation expenses will be treated as taxable wages in accordance with applicable law, and subject to applicable tax withholdings.

#### Employee Repayment of Relocation Expenses

If an employee voluntarily leaves KCKCC employment for any reason or is involuntarily terminated within 18 months of the employee's hire date, the employee will be required to reimburse KCKCC for relocation assistance received.

Note: This section will not be included in the policy in the event maximum amounts need to be changed in the future. This document will be housed in the Human Resources Department.

#### Kansas City Kansas Community College Relocation Reimbursement Standards

Kansas City Kansas Community College will reimburse new employees for relocation up to a maximum amount. The table below identifies the maximum amount by position type.

Position Type	Maximum Relocation Amount
President	As approved by Board of Trustees
Vice President or Chief Officer	\$15,000
Deans	\$7,500
Directors	\$3,500

Amounts that exceed the standards listed above must be approved by the College President and Board of Trustees.

#### October 2022 Board Report KCKCC Academic Affairs Revised Program Submissions

## Health Professions - Dr. Tiffany Bohm, Dean

#### **Fire Science– AAS – Program Modification** 62 Credit Hours

#### **Rationale for Program Revision**

The KCKCC Fire Science (FRSC) program received feedback from our community partners that the AAS degree at KCKCC has more requirements than others in the metropolitan area. Specifically, our total credits required are higher, our FRSC credits are lower, and we require more general education hours than our counterparts. Details of this information are found in the following chart.

	KCKCC	JCCC	Butler	MCC
Gen Ed credits	22	15	18	18
FRSC credits	44	48	44.5	45*
TOTAL	66	63	62.5	63

* Students in the FRSC program at MCC must have completed the Fire Academy prior to joining the program, representing an additional 10 credits of required work.

Currently, the AAS degree is an appropriate degree for students who wish to enter the profession as a fire fighter. We recognize, however, that many students wish to promote within their career so we originally established the program with requirements that would set students up to transfer to other schools. With the AAS remaining the degree offered, there are modifications we wish to make to save students both time and money while earning the entry-level degree. Additionally, this will increase the marketability of the program to our community partners who wish to send their employees to a school in their service area of Wyandotte County.

Please find attached a letter from Dr. Tiffany Bohm, Dean of Health Professions documenting the college support and administrative rationale for the revision.

#### Curriculum

The attached Ca2a lists the current and proposed curriculum. We have decreased the general education requirement from 22 to 16 total credits. Within the requirements, Composition II and a Natural & Physical Science elective have been removed. We have also specified the Humanities (Ethics) and Social Science (Sociology) courses we will be requiring rather than allowing students to select an elective in each area. These changes are in alignment with the KCKCC general education requirements for an AAS degree.

#### October 2022 Board Report KCKCC Academic Affairs Revised Program Submissions

Within the EMS requirement, we have added Emergency Medical Responder as it is a prerequisite for the Emergency Medical Technician course. The EME department identified that students who completed Anatomy & Physiology as a pre-requisite to EMT were struggling to pass the National Registry exams. Conversely, those who completed EMR as the pre-requisite were significantly more likely to be successful. As a result, EMR is now a pre-requisite to EMT. We are adding it to our FRSC program to accurately reflect all degree requirements.

The upper-level FRSC courses will remain FESHE courses. We removed one elective course, so students only need to take the three-credit hour Firefighter Strategies and Tactics course **OR** currently have one of the listed IFSAC certifications: Driver Operator-Engine, Driver Operator-Ariel, Instructor 1, Officer 1, Inspector 1, Fire Investigator 80-hour course or Hazardous Material Technician 80-hour course.

## Fire Science/Firefighter Technology – Certificate – Program Modification 26 Credit Hours

#### **Rationale for Program Revision**

The KCKCC Fire Science (FRSC) program received feedback from our community partners that the AAS degree at KCKCC has more requirements than others in the metropolitan area. Specifically, our total credits required are higher, our FRSC credits are lower, and we require more general education hours than our counterparts. Details of this information are found in the following chart.

	КСКСС	JCCC	Butler	MCC
Gen Ed credits	22	15	18	18
FRSC credits	44	48	44.5	45*
TOTAL	66	63	62.5	63

* Students in the FRSC program at MCC must have completed the Fire Academy prior to joining the program, representing an additional 10 credits of required work.

Since many students start with a certificate, the associate degree and certificate should complement one another. Therefore, we are proposing modifications to the FRSC certificate to align with the proposed AAS modifications outlined in the other Ca2 application.

Please find attached a letter from Dr. Tiffany Bohm, Dean of Health Professions documenting the college support and administrative rationale for the revision.

#### October 2022 Board Report KCKCC Academic Affairs Revised Program Submissions

#### Curriculum

The attached Ca2a lists the current and proposed curriculum. We have removed the Natural & Physical Science elective and added the Emergency Medical Responder course. The rationale for this is that it is now the pre-requisite for the Emergency Medical Technician course. The EME department identified that students who completed Anatomy & Physiology as a pre-requisite to EMT were struggling to pass the National Registry exams. Conversely, those who completed EMR as the pre-requisite were significantly more likely to be successful. As a result, EMR is now a pre-requisite to EMT. We are adding it to our FRSC program to accurately reflect all certificate requirements and align the certificate with the AAS requirements.

#### **CA2a Program Revision Application Program Comparison Chart** Name of Institution: Kansas City Kansas Community College

List all courses in Current Program below. Note the courses to be changed with an * before the	List all courses in the Revised Program below. Note the NEW courses with ** before the course		
Current Program Title: Fire Science	Proposed Program Title: Fire Science		
Current Program Courses	Number of Credits	Proposed Program Courses	Number of Credits
BLUE 0101: Freshman Seminar	1	BLUE 0101: Freshman Seminar	1
ENGL 0101: Composition I	3	ENGL 0101: Composition I	3
*ENGL 0102: Composition 2	3	**Removed	
SPCH 0151: Public Speaking <b>OR</b> SPCH 0201: Interpersonal Communication	3	SPCH 0151: Public Speaking <b>OR</b> SPCH 0201: Interpersonal Communication	3
MATH 0103: Business Math or higher	3	MATH 0103: Business Math or higher	3
*Humanities Elective	3	**PHIL 0206: Ethics	3
*Social Science Elective	3	**SOSC 0107: Sociology	3
*Natural & Physical Science Elective	3	**Removed	-
HZMT 0120: Hazardous Materials Awareness and Operations	3	HZMT 0120: Hazardous Materials Awareness and Operations	3
FRSC 0100: Firefighter I	4	FRSC 0100: Firefighter I	4
FRSC 0211: Firefighter II	3	FRSC 0211: Firefighter II	3
FRSC 0101: Fire Prevention	3	FRSC 0101: Fire Prevention	3
FRSC 0113: Building Construction for Fire Protection	3	FRSC 0113: Building Construction for Fire Protection	3
FRSC 0114: Fire Behavior and Combustion	3	FRSC 0114: Fire Behavior and Combustion	3
RSC 0116: Principles of Emergency Services	3	FRSC 0116: Principles of Emergency Services	3
RSC 0117: Fire Protection Services	3	FRSC 0117: Fire Protection Services	3
RSC 0204: Principles of Fire and Emergency Services Safety & Survival	3	FRSC 0204: Principles of Fire and Emergency Services Safety & Survival	3
MTC 0128: Emergency Medical Technician	10	EMTC 0128: Emergency Medical Technician	10
Electives	6	**FRSC 0111: Firefighting Tactics and Strategies <b>OR</b> FRSC 0199: Experiential Learning in Fire Science	3
		**EMTC 0105: Emergency Medical Responder	5
otal Credits in Current Program	66	Total Credits in Revised Program	62

Signature of College Official: Date: _____

Signature of KBOR Official:

Date:

Submit the completed application and supporting documents to the following: Director of Workforce Development

Kansas Board of Regents 1000 SW Jackson, Ste. 520 Topeka, KS 66612-1368

#### CA2a Program Revision Application Program Comparison Chart Name of Institution: <u>Kansas City Kansas Community College</u>

List all courses in Current Program below. Note the courses to be changed with an * before the	List all courses in the Revised Program below. Note the NEW courses with ** before the course			
		Proposed Program Title: Fire Science/Firefighter Technolog		
Current Program Courses	Number of Credits	Proposed Program Courses	Number of Credits	
BLUE 0101: Freshman Seminar	1	BLUE 0101: Freshman Seminar	1	
*Natural & Physical Science Elective	3	**Removed		
		**EMTC 0105: Emergency Medical Responder	5	
HZMT 0120: Hazardous Materials Awareness and Operations	3	HZMT 0120: Hazardous Materials Awareness and Operations	3	
FRSC 0100: Firefighter I	4	FRSC 0100: Firefighter I	4	
FRSC 0211: Firefighter II	3	FRSC 0211: Firefighter II	3	
EMTC 0128: Emergency Medical Technician	10	EMTC 0128: Emergency Medical Technician	10	
Total Credits in Current Program	24	Total Credits in Revised Program	26	

Signature of College Official: _____ Date: _____

Signature of KBOR Official:

Date: _____

Submit the completed application and supporting documents to the following:

Director of Workforce Development Kansas Board of Regents 1000 SW Jackson, Ste. 520 Topeka, KS 66612-1368



July 6, 2022

Director of Workforce Development Kansas Board of Regents 1000 SW Jackson, Ste. 520 Topeka, KS 66612-1368

To Whom it May Concern:

The changes to the Fire Science program at Kansas City Kansas Community College (KCKCC) are being requested in response to feedback received from our community partners that the AAS degree at KCKCC has more requirements than others in the metropolitan area. More specifically, the general education hours required at KCKCC exceed the requirements at other institutions which results in lower FRSC credits and more expense to complete the program. A review of area programs confirms this information is correct. The community partners indicate this is encouraging local students to seek other programs rather than KCKCC. The changes are detailed in the application but include:

- Decreasing the required general education hours.
- Specifying general education courses rather than allowing electives.
- Adding Emergency Medical Responder to ensure students are best prepared for the required Emergency Medical Technician course.
- Removing the FRSC electives and specifying the additional FRSC required courses.

The college is in support of the proposed changes to better serve our students and the community. Please do not hesitate to contact me if further information is needed. Thank you for your attention to this matter.

Sincerely,

Dr. Tiftány Bohm, PT Dean of Health Professions Kansas City Kansas Community College <u>tbohm@kckcc.edu</u> 913.288.7126



#### **Banking/Signatories Resolution**

The Board of Trustees, for Kansas City Kansas Community College, hereby moves and approves the change of signatories for the following Bank Depositories – effective with Board approval, October 18, 2022.

Dr. Greg Mosier, President

Dr. Shelley Kneuvean, Chief Financial Officer (This removes the signature of Mr. Mike Beach, CFO)

Mr. Jerry Pope, Vice President for Academic Affairs

#### **Bank Depositories**

- 1. UMB Payroll Fund
- 2. Security Bank General Fund, TEC Fund, Student Union Revenue Fund, Special Revenue Bond
- 3. Country Club Bank Incidental Fund, Adult and Continuing Education Fund
- 4. Bank of Labor Board Scholarship Fund, Federal Program Fund, Capital Outlay Fund

Signed the 18th day of October, 2022

Board of Trustees Kansas City Kansas Community College

Signature

Board Chairperson, Evelyn Criswell

Signature

Secretary, Dr. Greg Mosier

Attest

Board Clerk, Sheryl Brownell