



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



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

**KANSAS CITY KANSAS COMMUNITY COLLEGE**  
**Board of Trustees Special Meeting**  
**Tuesday, March 19, 2024 – 4:00 P.M.**

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

**Agenda**

1. **Call to Order**
2. **Roll Call**
3. **Executive Session(s):**
  - 1) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (10-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
  - 2) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (5-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
  - 3) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (3-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
  - 4) Executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship with possible action to follow in open session (20-minute duration). Open session will take place in Upper Jewell Lounge and in the virtual meeting room.
4. **Adjournment**



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## KANSAS CITY KANSAS COMMUNITY COLLEGE

### Board of Trustees Meeting

Tuesday, March 19, 2024 – 5:00 P.M.

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

### Agenda

1. Call to Order & Pledge of Allegiance
2. KCKCC Mission Statement
3. Roll Call
4. Approval of Agenda
5. Audience to Patrons and Petitioners (5-minute limit)
6. Recognitions/Presentations:
  - Police Chief's Commendations. Presented by Mr. Robert Putzke, Chief of College Police.
    - Sergeant John Anderson and Officer Cara Bordewick
  - Student Affairs Division Annual Update. Presented by Dr. Chris Meiers, Vice President of Student Affairs and Enrollment Management, and Ms. Danielle Frideres, Career Services Coordinator.
  - Ruffalo Noel Levitz College Employee Satisfaction Survey. Presented by Mr. Sam DeLeon, Director of Employee Relations and Interim Chief Human Resources Officer.
7. Communications – None scheduled.
8. Board Committee Reports

9. **Consent Agenda:**

- (Item A) - Approval of Minutes of the February 20, 2024 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** – Ms. Elizabeth Daniels, Student Senate President, and Ms. Eden Barnes, Student Senate Vice President

11. **President's Report** – Dr. Greg Mosier

12. **Executive Vice President's Report** – Dr. Scott Balog

13. **Vice President Academic Affairs Report** – Mr. Jerry Pope

14. **Vice President Student Affairs and Enrollment Management Report** – Dr. Chris Meiers

15. **Vice President Educational Innovation and Global Programming Report** – Dr. Fabiola Riobé

16. **Chief Marketing and Institutional Image Officer Report** – Ms. Kris Green

17. **Chief Financial Officer Report** – Dr. Shelley Kneuvean

18. **Chief Human Resources Officer Report** – Mr. Sam DeLeon, Director of Employee Relations and Interim Chief Human Resources Officer

19. **Chief Information Officer Report** – Mr. Peter Gabriel

20. **Unfinished Business** – None scheduled.

21. **New Business:**

- Approval of College Policies. Presented by Trustee Linda Hoskins Sutton, Chair of the Board Policy Committee.
  - College Email Signature (Policy: 1.15)
  - Free Speech, Advocacy and Public Assembly on College Property (Policy: 1.20)
  - College Student Relief Fund (Policy: 3.14)
  - Fringe Benefits for Part-Time Non-Instructional Employees (Policy: 5.35)
- Approval of Alcohol Resolution for the Leadership 2000 Graduation Celebration. Presented by Dr. Greg Mosier, President.

22. **Adjournment**

**Next Meeting of the Board of Trustees:  
Tuesday, April 16, 2024 - 9:00 a.m.  
Hybrid Meeting (KCKCC–Technical Education Center & Zoom Virtual Meeting Room)**



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## KANSAS CITY KANSAS COMMUNITY COLLEGE

### Board of Trustees Meeting

Tuesday, February 20, 2024 – 5:00 P.M.

#### CONSENT AGENDA – Item A

##### Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairman Brad Isnard called the Kansas City Kansas Community College (KCKCC) Board of Trustees Meeting to order at 5:06 p.m. at KCKCC- Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, February 20, 2024. The Pledge of Allegiance was led by Vice Chairwoman Evelyn Criswell.
2. **KCKCC Mission Statement:** Chair Isnard read the College mission statement.
3. **Roll Call:** Trustees present were Chairman Brad Isnard, Vice Chairwoman Evelyn Criswell, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton and Dr. Scruggs Andrieu. There was one vacant Board Member seat.
4. **Moment of Silence:** Chair Isnard led a moment of silence to recognize the passing of one of KCKCC's newest trustees, Dr. Mary Ann Mosley, and in observance of the terrible events that happened at the Kansas City Chiefs' Super Bowl parade recently – the passing of Ms. Lisa Lopez-Galvan and 21 individuals wounded. Dr. Greg Mosier, KCKCC President, gave thanks to the first responders and to the KCKCC counselors, faculty and staff that worked with students and employees after the event. Dr. Mosier had sent an e-mail announcing some of the services available through Student and Employee Assistance Plans with a link to KCKCC's counseling services.
5. **Approval of Agenda:** Chair Isnard called for a motion to approve the agenda. Vice Chair Criswell made the motion. Trustee Gilstrap seconded the motion. **The Motion Carried.**
6. **Audience to Patrons and Petitioners:** Chair Isnard invited patrons or petitioners to address the Board. Mr. Michael Kelley (1106 E. 30th Street, Suite G, Kansas City, Missouri

64109), Policy Director for BikeWalkKC, was pointed in the Board's direction by Trustee Hoskins Sutton. He presented on a regional initiative - Transportation for All Coalition, explaining the transportation system does not work for the people who need it most. Regional development means there are opportunities to think more broadly about the walking, biking and transit opportunities that can be provided. This coalition being developed hopes to include nonprofits, social service agencies and geographic diversity to elevate the understanding around transportation issues and to bring about change. There are two key steps – 1) developing a policy platform that comes from understanding the challenges faced, exploring solutions from other communities, and then advocating for changes at the local, state and federal level; and 2) data analysis from organizational surveys, individual surveys and listening sessions.

The coalition's ask was for the Trustees, or anyone interested, to attend a virtual meeting on Thursday at 1:00 p.m., to participate in the surveys being organized or to join the coalition in future efforts. Mr. Kelley placed the coalition's link (<https://bikewalkkc.org/advocacy/transportationforall/>) in the Zoom chat and thanked the Board for the opportunity to present, explaining he was a 2013 KCKCC alumni that competed for the speech and debate team.

Vice Chair Criswell questioned how to access the survey. Mr. Kelley answered the coalition was working to finalize that with hopes to share the survey with partners after the first meeting. Trustee Scruggs Andrieu questioned how the public transportation system was not working. Mr. Kelley answered that was part of why this coalition was being organized - it was known there are challenges in accessing jobs and limited opportunities for individuals with disabilities or that have small children but there has never been an effort to gather a cohesive understanding of those challenges across the region. Trustee Hoskins Sutton thanked Mr. Kelley for contacting the Board. Dr. Mosier thanked Mr. Kelley for the information and would contact him directly.

7. **Executive Session:** Chair Isnard announced there would be one (1) executive session and called for a motion for the executive session to discuss personnel matters of nonelected personnel for a 3-minute duration with possible action to follow in open session. The open session would take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Ash made the motion. Trustee Scruggs Andrieu seconded the motion. **The Motion Carried.**

The Board was allowed time to travel to the executive session meeting room at 5:19 p.m.

They were joined by Dr. Greg Mosier, President, Mr. Greg Goheen, College Attorney, and Dr. Scott Balog, Executive Vice President.

The Board entered the first executive session in Room 3397 and in the virtual meeting room at 5:22 p.m. The Board ended the executive session at 5:25 p.m.

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

Chair Isnard called for a motion to return the meeting to open session. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

Chair Isnard called for a motion to accept the resignation of faculty member Bill Plum. Trustee Ash made the motion. Trustee Scruggs Andrieu seconded the motion. **The Motion Carried.**

**8. Recognitions/Presentations:**

- Chair Isnard invited Ms. Bronyal McFadden, Director of Nursing Education, to present the Academic Affairs Program Highlight: Nursing. Ms. McFadden presented the following –
  - An important aspect of the nursing program is the NCLEX pass rates and KCKCC has taken transformative measures to improve them. The NCLEX exam is a significant milestone for our students which makes their transition from students to licensed nurses. Fluctuations in pass rates prompted the nursing division to evaluate and improve strategies. Changes were implemented to support students and to ensure their success on the NCLEX exam. Ms. McFadden explained the goals of the nursing program, the NCLEX pass rates for Practical Nursing and Registered Nursing from 2018 through 2023, that both programs have received recognition from the Kansas State Board of Nursing for being above the national average in both 2022 and 2023 and shared highlights of improvement for both programs.

Trustee Ash gave congratulations on the test results and being above the national average the last couple of years. Dr. Mosier added kudos for the great results.

- Chair Isnard invited Mr. Michael Torres, Director of Center for Equity, Inclusion and Multicultural Engagement, to present the Annual Center for Equity, Inclusion and Multicultural Engagement Update. Mr. Torres presented the following –
  - A considerable amount of progress on what Diversity, Equity and Inclusion (DEI) looks like at KCKCC has been made. The team consists of Dr. Reem Rasheed, who is a former KCKCC faculty member, Mr. Alejandro Alvarez-Alonso, who is also a former KCKCC student and Ms. Gabby Barrientos-Sanchez. Mr. Torres explained the approach taken with the department's statement of support which outlines the direction the College is headed in this space. He continued with a listing and photos of the 2023 Programming of events, a list of the accomplishments for Community Outreach, the Equity and Inclusion Council and a Professional Development Series and plans for the future.

Dr. Mosier expressed Mr. Torres has done a great job, thanked him for all he has done and for the direction he has the College headed and KCKCC is sad he is leaving.

Trustee Hoskins Sutton agreed Mr. Torres would be missed and gave thanks for all he has done in a short period of time.

- Chair Isnard invited Ms. Christina McGee, Chief Human Resources Officer, to present the Applicant and Hires Data Biannual Update. Ms. McGee presented the following –
  - This highlight of the applicant and hiring data includes full-time and part-time information from July 1, 2023 to December 31, 2023. The information included data about gender, reported disability, veteran status, race and ethnicity for all positions plus positions for administration, supervisors, faculty, adjunct and staff. Ms. McGee also presented a race comparison for applicants, hires, Wyandotte County residents and KCKCC students. The College will continue to review and analyze the data.

Dr. Mosier added that, as mentioned in his six-month report, KCKCC is going to put more emphasis on hiring in the Hispanic media to try and attract more multilingual individuals so we can communicate well and represent what our student population looks like. Dr. Mosier thanked Ms. McGee for the tremendous amount of work.

#### 9. Communications:

- Chair Isnard invited Dr. Greg Mosier, President, to present the 2024 Annual Calendar of Presentations to the Board of Trustees. Dr. Mosier presented the updated annual calendar for the Board's review and explained some presentations were rescheduled to different months due to certain months became heavy in reporting and some presentations were rescheduled in relationship to when reports are received from the Kansas Board of Regents (KBOR), etc.

Trustee Hoskins Sutton questioned why the Board of Trustees Election information was added as it is not a report and it listed as odd years does not tell the whole story, such as the new person the Board will appoint soon that will have to run next year for a two-year unexpired term. Some may think Trustees must run every two years. Trustee Hoskins Sutton expressed understanding of the president trying to be proactive, but did not think election information should be included because the Board was not concerned about the elections per se.

Dr. Mosier explained the calendar items have a regular cycle and the far-right hand columns are more informational for the Board with the second to the last column listing items the Board may take action on and the last column listing informational items for the Board. The normal elections are every other year, the four-year terms are every other year on the odd year and special elections may come up.

Trustee Hoskins Sutton explained the Trustees would remember but it could be confusing because it looked like the Board would turn over every two years with odd

years was listed - it gives the impression reelection would be next year. Especially since the person the Board will appoint will be on the ballot in 2025 separately to complete the two-year unexpired term. The timing was confusing and Trustee Hoskins Sutton thought it should be removed.

Vice Chair Criswell understood and explained whether it was removed or clarified it was an important point and suggested the information be included in the new Board Member orientation once the new Board Member was appointed.

Chair Isnard agreed and expressed whether or not it was vital to be on the document or not, this was informational for the Board to keep track of upcoming items.

- Chair Isnard announced the Board of Trustees Retreat - Quarter 1 would be held virtually on Saturday, February 24th, from 9:00 a.m. to about 12:00 p.m. The agenda and supporting materials would be finalized this week. There would be a presentation from Heather Morgan, Executive Director of Kansas Association of Community Colleges to help facilitate some discussion. Chair Isnard invited the public to join the meeting.
- Chair Isnard invited Dr. Greg Mosier, President, to present the Reminder of Board of Trustees & College Senate Annual Luncheon. Dr. Mosier communicated the luncheon would be on Thursday, May 2, 2024, at 2:00 p.m. at Lodge by the Lake with the regular College Senate Meeting immediately following.

**10. Board Committee Reports** Chair Isnard invited the Board Committees to report.

- On behalf of the Board Finance Committee (BFC), Chair Isnard, Chair of the BFC, reported the BFC, consisting of himself and Trustee Ash, met on Monday, February 12th. There is a vacancy on that committee until those committee positions are filled later this evening in Unfinished Business. The BFC reviewed several reports with many of those items coming to the full Board during New Business this evening. The BFC reviewed the proposed 2025 tuition and fees for housing and tuition, updates to special course fees (many fees were decreased due to not needing the same type of required materials or the College getting a better deal on the materials), the consent agenda items – with no questions or concerns, the monthly financial report and an update to the 2024 mileage reimbursement rate to keep KCKCC in line with the Internal Revenue Service rate and the State reimbursement.

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

- Chair Isnard stated the Board Policy Committee (BPC) had not met since the last Board meeting. On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair



of the BPC, reported, with the committee assignments, there would probably be a meeting on March 12th depending on if Dr. Mosier and Ms. McGee have policies for review. Trustee Hoskins Sutton thanked Chair Isnard for substituting on this committee until the new Trustee is on Board, as the BPC was short one Board Member.

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

- Chair Isnard stated the Board Community Engagement Committee did not meet this month and Trustee Ash has two vacancies on the committee. On behalf of the Board Community Engagement Committee (BCEC), Trustee Ash, Chair of the BCEC, reported that Ms. Kris Green, Chief Marketing and Institutional Image Officer, has a schedule and Trustee Ash was hopeful one or two Trustees would serve on the committee. Trustee Ash reported he attend the Livable Neighborhoods Task Force meeting in January and intends to attend the February meeting. People are reengaging in that monthly meeting and it will give KCKCC an opportunity to make community contacts, to give presentations to neighborhood groups about updates as appropriate or notifications about special events, and to continue to make good connections.

Chair Isnard called for a motion to accept the report. Trustee Gilstrap made the motion. Trustee Scruggs Andrieu seconded the motion. **The Motion Carried.**

- As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported the National Legislative Summit in Washington, D.C. was February 4th through 7th and was attended by four Trustees – Scruggs Andrieu, Isnard, Hoskins Sutton and Ash along with Dr. Mosier, President, and Dr. Balog, Executive Vice President. Trustee Hoskins Sutton and Trustee Ash went early to attend their committee meetings. Trustee Ash is a member of the Governance and Bylaws Committee. That committee discussed an issue regarding the M. Dale Ensign Trustee Leadership Award, had dinner as a group, attended the opening general session, reviewed the legislative priorities as determined by the joint Boards and committees of ACCT and the American Association of Community Colleges (AACC) and were briefed by the legislative representatives from ACCT. A highlight was the general session keynote speaker – Ms. Ann Coulter, a political pundit and analyst. Tuesday was with legislators on Capitol Hill where the group visited with all four of our legislators and some staffers. The meetings were good and insightful - they know about all the great things at the College, how they have helped and how KCKCC looks forward to their continued help. On Wednesday. Most of the KCKCC group had other meetings with some Washington, D.C. partners and a luncheon in the private Senate dining room.

Dr. Mosier added that Dr. Balog was able to set up meetings directly with D.C. staff from the Department of Labor, Department of Commerce and the Department of

Education which were good meetings in addition to the meetings with our legislators.

Trustee Hoskins Sutton reported the Diversity, Equity and Inclusion (DEI) committee met on Saturday. Much discussion was about a document titled “Diversity, Equity and Inclusion: A Checklist and Implementation Guide for Community College Boards” that Trustee Hoskins Sutton would like each Board members to have a copy to be used as a guideline, if direction is needed. One discussion topic, pertaining to the attack that DEI is under across the nation with individuals not embracing DEI, was how community colleges can move forward to serve the community and how to reach out to different students with different learning types and races. Everything done involves diversity, equity and inclusion.

On Sunday, Trustee Hoskins Sutton interviewed with the Western Regional Nominating Committee as she would be up for reelection for the DEI committee for two more years. This in person interaction was so different than when it was online previously - it reinforced that much is missed virtually. This group of five interviewees got to know her with the face-to-face contact.

Trustee Hoskins Sutton emphasized the ACCT has a list of legislative priorities and one that impacts our community is to support workforce Pell grants for students and short-term programs. She encouraged our constituents and students to contact legislators about the importance of supporting the workforce Pell grants. Overall, it was a very good summit.

Trustee Hoskins Sutton confirmed she received the nomination for the DEI committee. Trustee Ash reported that will be voted on at the ACCT Leadership Congress in Seattle in October so Board members will need to attend to support her.

Chair Isnard added he was excited to attend again as it is always a unique opportunity for Board members and the College to visit with our legislators or Federal departments and the help received from them for the downtown campus and other projects have made a huge difference. Those meetings are productive and help to keep the relationship two-directional. Chair Isnard appreciated all the assistance from the Senators and House Representatives and looked forward to next year.

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

- There was no report for the Kansas Association of Community Colleges (KACC).

#### **11. Consent Agenda:**

- Chair Isnard called for questions or a motion to approve the consent agenda. Trustee Hoskins Sutton requested a correction for the regular minutes of January 16, 2024,

under Board Committee Reports for bullet item #4 – Mr. Jee Hang Lee’s title should be corrected to President and CEO versus Executive Director. Chair Isnard called for a motion to approve the Consent Agenda with that amendment to the minutes. Trustee Hoskins Sutton made the motion. Vice Chair Criswell seconded the motion.

**The Motion Carried.**

12. **Student Senate Report** – Ms. Elizabeth Daniels, Student Senate President, and Ms. Eden Barnes, Student Senate Vice President, presented the following –

- Student Senate had their second meeting of the semester on Friday, February 16 virtually. The next meeting would be on Friday, March 1st at 2:15 p.m. in Lower Jewell in person or virtual. There have been exciting Student Senate role transitions – there is a new Secretary, a senator was promoted to Tournament Coordinator and Ms. Barnes will handle some responsibilities of Parliamentarian as well as Vice President.

The Student Senate Fee Committee would meet on Thursday, February 22 at 11:00 a.m. along with the Student Senate President, Treasurer and a senator. The Student Engagement Advisory Council is a new council created by the Director of Student Engagement and will consist of the Director of Student Engagement, the Vice President of Student Senate, two voting members each from Student Senate, two members each of Faculty Senate and Staff Senate and one club or organization advisor as a voting member.

Student Senate and the department of Student Engagement will be hosting the annual Easter celebration on Saturday, March 30 at the Technical Education Center from 10:00 a.m. to 1:00 p.m.

Trustee Ash motioned to accept the report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

13. **President’s Report:** Chair Isnard called for the President’s report. Dr. Greg Mosier reported the following –

- For the last couple of years, KCKCC and President’s Cabinet has discussed the pursuit of excellence and how to implement that into action. Cabinet is reviewing “The Four Disciplines of Execution” – it’s about how to have higher levels of execution in one’s work life or personal life. Cabinet is working with this book to develop strategies and processes to implement actions across the entire college in the next couple of years, focusing on the execution of identified priorities. Many organizations create lagging measures which just tracks final outcomes related to goals. This book turns it around to look at leading indicators of what needs to be done on a quarterly or monthly basis. It focuses on leading indicators, building small teams that monitor actions on a weekly basis - how actions are being executed and analyzed, and having self-accountability. This process will likely be introduced to the College at Fall convocation

as it will help us keep on track and be able to accomplish even more than what we already are, which is significant.

Demolition for the downtown project is in progress with about a two-week delay. Once the computer store and the Housing Authority double set of buildings were down, it was discovered the basements under those buildings go further south than originally anticipated - all the way under the 20-foot sidewalk almost to where State Avenue starts. Temporary bracing of the southern wall of the basement is being done. The civil engineer surveyed the area and the structural engineer will put in 90-degree concrete buttresses to the wall and backfill from the top to ensure good support for State Avenue. The same holds true for the Firestone building and to the West - the basements get deeper because the road slopes. A plan is being implemented and the North half of Firestone is being demolished but leaving enough of the structure to have perpendicular braces to the South wall of the basements to protect State Avenue.

Additionally for downtown, good meetings are continuing. The PGAV Architects, the owners' representatives, Trustee Andrieu and Dr. Mosier attended the Unified Government (UG) City Planning meeting last Monday until 11:00 p.m. The preliminary development plan (PDP) passed; it goes to the UG Commission on February 29th and the team is working on an expedited plan with the UG staff offices to take input from the PDP from the UG to develop the final development plan – for submission in April to start construction in May. The project requires a new Certificate of Appropriateness through the Historical Landmark Commission to get approval to move forward with construction. PGAV Architects will have new imagery in a couple of weeks. Much simultaneous work is being done. The project has received support from the Mayor's office and other UG offices. The engineering and mechanical drawings are close to being done and will be submitted to the Board of Public Utilities, One Gas and the UG for in-kind donations of equipment and labor, which will be fairly significant.

KCKCC, in collaboration with Panasonic Energy North America (PENA), has a FY2025 congressional discretionary request for Senator Moran's office for additional equipment for automation engineering technology (AET) for about another \$3,000,000 in equipment so KCKCC can offer concurrent AET classes. Panasonic needs 450 individuals, so KCKCC will probably have an AET program staying at the Technical Education Center (TEC) and an AET program moving into the downtown facility. Dr. Balog, Dr. Kneuvean and Merchant McIntyre are working on a draft by the end of February which must be submitted in its entirety to Senator Moran's office by mid-March.

The Parade of Hearts and Panasonic would like KCKCC to host a heart for this year's auction. It would be delivered in April to the grassy area South of the administration area towards Centennial Hall overlooking the heart the College won last year. There will be signage to bring the community on property for viewing.

The Marvin Windows groundbreaking ceremony will be March 21st from 8:00 to 10:00 a.m. Dr. Mosier is working with Marvin Windows to ensure KCKCC as their workforce education provider of need.

On March 28th at 12:40 p.m., before the 1:00 p.m. baseball game, KCKCC is hosting a ribbon cutting ceremony for the baseball new turf dedication.

Also on March 28th, KCKCC will host the Celebration of the Century - our community thank you dinner. About 175 invitations were sent. Dinner will be provided by our culinary students and music provided by our jazz ensemble students and chorale students. It's no charge to our community partners – it's a thank you to them for our one-hundred years that we have been supported.

Dr. Mosier always wants to work on college public recognition. A full-page article in "Newsweek" magazine will reach over 250,000 people across the United States titled "How KCKCC is Revolutionizing Education, Community Wellness and Prosperity in Kansas City" and the snippet titled "Kansas City stands on the brink of a transformational era with Kansas City Kansas Community College with a trio of groundbreaking projects that are redefining the region's education and community landscape" which is about Centennial Hall, the Downtown Project, and the Leavenworth project.

Dr. Mosier also did an interview for "Ingrams" magazine with Dr. Kim Beatty from Metropolitan Community College on workforce development, the community college's role in workforce development and college's enrollment are continuing to trend up.

The music department has worked with the Ella Fitzgerald Foundation for the naming of the music listening library. The president and the vice president of the Ella Fitzgerald Foundation will visit on May 14th for the dedication ceremony.

Dr. Justin Binek, Associate Professor in Arts, Communications and Humanities, has been published in his second book "Experiencing Jazz." Dr. Edward Kremer, Dean of Math, Science and Computer Technology, was selected as a Higher Learning Commission (HLC) peer reviewer. Congratulations to Dr. Stacy Tucker, Director of Honors Education/Phi Theta Kappa/Service Learning, as this year's National Institute for Staff and Organizational Development (NISOD) Excellence Awards winner.

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

14. **Executive Vice President's Report:** Chair Isnard called for the Executive Vice President's report. Dr. Scott Balog highlighted the following items from the Board report –

- Strategy - Dr. Balog led and supported advocacy and governmental relations efforts at the State and Federal level. One event was in Topeka at Donuts with Legislators with a group representing the Kansas Association of Community Colleges that welcomed our legislators, teed up our issues and thanked them for their support of community colleges. The Washington, D.C. trip for the National Legislative Summit hosted by the Association for Community College Trustees. Dr. Balog thanked those that attended. Meetings were held with Federal agencies such as the Department of Education and our consultants at Merchant McIntyre that was primarily focused on modeling and simulation emerging Hispanic-Serving Institutions (HSI) and the Raise the Bar summit, which is an invitation only event. The KCKCC group met with the team from the Department of Labor that was focused primarily on registered apprenticeships and advanced manufacturing. The KCKCC team also met with the Deputy Assistant Secretary for Regional Affairs with the Economic Development Administration and the Department of Commerce. All of the meetings were productive.

Strategy efforts also focused on the future of the institution by attending the Higher Education Research and Development Institute's Innovate Convening, working with colleagues from across the country and community colleges engaging education technology companies to continue to be on the forefront and identifying technology solutions that can help in transforming the College.

Partnerships has included continued conversations with Panasonic and there are many partnership opportunities being explored with different organizations - nonprofits, the private sector and education partnerships. Conversations with workforce partnership began for Hilton Garden Inn Downtown, KC Imagine and the Kansas Health Foundation. KCKCC hosted Panasonic Energy's Director of Continuous Improvement and their Vice President for Operations Excellence in positioning for the earmark request, but to do what can be done to support their talent needs and ways in which the College can grow our capacity to support those needs.

A big focus is in aligning with regional efforts and economic development with a huge focus locally on biologics. KCKCC hosted about 36 stakeholders and leaders from across the KC Metro in entrepreneurship, innovation and biologics by manufacturing to identify some of their needs and how KCKCC can best support those needs with the space we have and our programs.

The College contributed to the phase two proposal for the Kansas City Metro Regional Technology and Innovation Hub initiative which focuses on biologics by manufacturing where KCKCC would, if awarded, leverage those dollars to support VR and AR training and biomanufacturing. Dr. Balog thanked Dr. Ed Kremer, Dean of Math, Science and Computer Technology, and former faculty member Angela Conani for their support in developing the proposal.

President Mosier recently rolled off the Board at the KCK Chamber, and Dr. Balog assumed that seat representing KCKCC with the Chamber.

Thinking about one college and our enterprise and growth in Leavenworth, Dr. Balog's focus on operations and execution is in tying in the activity being done in Leavenworth to ensure the students are supported, that employers are supported and to start laying the groundwork for a bigger campaign to lead up to the construction of our new center.

Chair Isnard thanked Dr. Balog for helping to set up many of the important meetings in D.C. as meeting with the department leaders of the Department of Education for grant opportunities and the nine staffers with the Department of Labor showed their interest in working with KCKCC because we're being proactive about meeting with them.

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

**15. Vice President Academic Affairs Report:** Chair Isnard called for the Vice President of Academic Affairs report. Mr. Jerry Pope highlighted the following items from the Board report –

- In late January, notice was received from the Higher Learning Commission (HLC) that KCKCC's interim monitoring report was accepted with comments on how well it was organized, written and clear.

KCKCC's Excel and CTE fees that were presented in October have still not been approved by the Kansas Board of Regents (KBOR). The College received another request for data – it is being collected by Mr. Pope and the Deans.

A redesign of the general education programs is happening at community colleges and the four-year institutions. The goal is that when a student completes the general education core at a community college, it transfers as a block to the four-year institutions. There were over 100 exceptions that Dr. Flanders at KBOR approved from the four-year institutions. April 1st it needs to be live so KCKCC students can enroll for Fall 2025.

At the same time, a redesign at the State level of developmental education is happening for reading and math. The math pathways, based on the degree, instead of only accepting college algebra, they are also doing a quantitative reasoning, a statistics track and a college algebra track. This will be active in Fall 2025. The College also has a redesign of the reading and English so we have done a co-requisite so we are ahead of the curve.

The lineman program was approved at the Technical Education Authority (TEA) to go forward on the consent agenda to KBOR.

“The Mouse Trap” play by Agatha Christie will run February 29th through March 2nd. A former student, Cameron Hagerman, that graduation in our Lansing Correctional Facility welding certificate program presented to the students, the incarcerated citizens, the value of that program. In Health Professions, the Physical Therapy Assistant (PTA) program had 100% first-time pass rate.

Mr. Pope gave thanks to Ms. Ashley Irvin, Associate Dean, for a wonderful job representing KCKCC and presenting on the lineman program.

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

**16. Vice President Student Affairs and Enrollment Management Report:** Chair Isnard called for the Vice President of Student Affairs and Enrollment Management report. Dr. Chris Meiers highlighted the following items from the Board report –

- Enrollment for the Spring is still strong – up about 3.8% in credit hours, which keeps our enrollment management goals on pace. There is a good trend of returning students from Fall to Spring, which translates to better retention numbers in the Fall and also degree completion numbers. Emphasis was put on the second 8-week sessions in the Spring and enrollment is up 15% in credit hours compared to last Spring. The team has worked with Academic Affairs to identify potential courses that could be added for last-minute adjustments and worked on the stop out campaign for students who were enrolled previously encouraging them to enroll for Spring, Summer or Fall.

There have been a lot of challenges with the financial aid FAFSA application - a number of intermittent delays and confusion with submitting the application. Ms. Tamara Reese, Director of Financial Aid, and Dr. Meiers participated in a roundtable with Senator Roger Marshall and other higher education leaders on Friday and shared the experiences of families and financial aid professionals. Senator Marshall is working to have a congressional hearing related to it with the Department of Education, the Kansas Independent College Association and the State’s Financial Aid Administrator Association. The schools will help outline the issues and possible solutions. The College also is working on outreach efforts with FAFSA completion nights at Pioneer Career Center, utilizing webinars and training as they are available from the Department of Education and being a resources to families and high school partners trying to get through the FAFSA simplification.

The College has a new partnership with the Kansas Veterans Association - one of their staff members is working in the KCKCC military veteran center to connect military-affiliated students with services that might be beyond the Veterans Administration.

KCKCC is ramping up our career services programming and hosted the first session of



career prep, titled Life Skills 101 for 20 students last week.

Phase III of the efforts to improve our processes and our application for admissions will be in May. Attention has been put on artificial intelligence (AI) as we're starting to see more applications for admission being generated by AI, primarily to find places to enroll and get financial aid. A team has identified about 600 AI-generated applications. With Peter Gabriel, Chief Information Officer, and his team, we are ensuring protocols are in place and software is being updated. This is a concern that most higher education institutions have, especially those with a free application for admission as it makes it easy for individuals to do these types of submissions.

Basketball is wrapping up their season – the men's team is in first place at the conference in Division II, the women's team is in third place. Student Engagement and Athletics has partnered to have a spirit bus and food for students.

Trustee Hoskins Sutton mentioned one of the sessions she attended at the National Legislative Summit in D.C. was hosted by the Department of Education regarding FAFSA. They wholly revamped FAFSA and admitted they are still in the challenges of trying figure it out. Trustee Hoskins Sutton gave appreciation for what the staff and Dr. Meiers are doing to assist with FAFSA.

Trustee Hoskins Sutton commented on the Student Health Center now having a lactation station and remembered when about 10 years ago, the student nursing association brought that request to the Student Senate. She thought it was fantastic that the former nursing faculty nurse has made her office available for that. Trustee Hoskins Sutton confirmed with Dr. Meiers that there will be a lactation station at the Leavenworth campus and the Technical Education Center (TEC). Dr. Meiers is actively working on that as it is part of the College's policy to have some form of lactation space at all locations.

Trustee Hoskins Sutton gave kudos for the name coach implementation - for learning how to pronounce students' names correctly as it would be beneficial at graduation.

Trustee Ash requested more information on the outreach to the stop outs, whether students are responding positively or what is being learned about what students need to return. Dr. Meiers answered that process has just started with about 1,300 students which is about 3.6% less than the previous year. The academic advisors contact students they directly work with to ask the reason, strategies will be made out of the collected information, Deans and faculty members reach out directly to students who have declared majors and slice and dice events will start next week from 4:00 to 7:00 in the advising center for individuals to call students on the list to collect data - pizza and scripts will be provided. More data is needed but the reason is usually finances and preferences in class schedules. Dr. Mosier added that the College just significantly increased the frequency at which we are contacting students that did not return - at least three times

more frequently than in the past - and are asking the questions to help us understand why students did not return then determining how to address that as an institution. Dr. Meiers explained more intentional questions were added to the admissions application to help shape how the students are contacted.

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

**The Motion Carried.**

17. **Vice President Educational Innovation and Global Programming Report:** Chair Isnard called for the Vice President Educational Innovation and Global Programming report. Dr. Fabiola Riobé highlighted the following items from the Board report via a recorded video –

- Adult and Continuing Education numbers are growing and are on pace to exceed last year's enrollment. KCKCC has new graduates from the General Education Degree (GED) program and offers new programs in continuing education for medical billing and coding and pharmacy technician. KCKCC has a new partnership with Great Jobs KC.

Our High School Partnerships hosted a counselor's appreciation breakfast. Dr. Riobé thanked President Mosier and Dr. Shawn Derriitt, Dean of Student Affairs, for providing keynote addresses and thanked the students and internal stakeholders for their contribution to the meeting.

In International Services and Global Programming, there are 56 new F1 Visa student holders and are servicing students at a record speed with 41 student appointments. Enrollment has increased by 12% from Fall 2023 to Spring 2024 and the College hosted a new student orientation on January 10th.

Dr. Riobé gave kudos to Dr. Candice Scott, Assistant Director of International and Immigrant Student Services, for being admitted to the NAFSA Academy for International Education and kudos to Ms. Susan Stuart, Director of Online Education, Mr. Tom Grady, Faculty Director of Center for Teaching Excellence, and Dr. Candice Scott for being Dr. Riobé's co-chairs in our new awarded institutional grant by The Centers for International Business Education and Research (CIBER) and the Consortium for Education Abroad to help develop an internal study abroad strategy.

In Online Education Services (OES), our new help desk software has been launched, which is allowing us to exceed expectations in the speed of resolving tickets. OES is transitioning to our new Learning Management System (LMS) in August. The OES website lists dates for training opportunities.

In Workforce Innovation, we are hosting open houses, welcoming new partner site visits and showcasing and giving our students the opportunity to showcase their personalized experiences, particularly in automation engineering technology programs. Our students are helping us welcome our industry partners, provide personal

testimonials and are in the mix when it comes to establishing new partnerships.

The College is celebrating Black History Month and the Black History Month Planning Committee has a calendar of showcased events.

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

**18. Chief Marketing and Institutional Image Officer Report:** Chair Isnard called for the Chief Marketing and Institutional Image Officer report. Ms. Kris Green highlighted the following items from the Board report –

- Marketing has been planning Centennial activities through the Spring semester.

The digital marketing report was included in the Board packet. KCKCC can now track enrollments from advertising. Ms. Green reported on digital marketing's return on investment (ROI) for new students and stop-out students who are most impacted by marketing messages as current students are most impacted by their experience with the College. A little over \$1,000,000 in revenue was generated from new students and stop-outs in the Fall - as a college outcome because it takes a community to enroll our students, retain our students and graduate them. Marketing leads the communication piece. The amount spent on the Fall campaign was \$82,000. For Spring, we had \$96,000 in revenue for new students and stop-outs with spending \$41,000 - a 233% return. Seventy percent of the new students who interacted with the marketing campaigns returned in the Spring.

Partners in Institutional Effectiveness were able to work with Ms. Green to create this model which will be continued and studied further. KCKCC works with Clarus Marketing Group and they are far outperforming the previous group. The Clarus professional and Ms. Green will present at a national conference as Ms. Green is her only client of over 300 community colleges. Enrollment takes a community working together every day - enrollment management, student affairs and academic affairs - to help promote the College in a variety of ways.

This is in its infancy. We look for models that will be able to tell us how those students go one, two and three years in the future and look at not only credit hours, but revenue that comes back. Measuring marketing reflects how those dollars return.

Vice Chair Criswell commented that about five years ago she questioned a few times what KCKCC was getting in return for the dollars being spent on advertising and marketing and did not get an answer. Vice Chair Criswell thought it was wonderful to see it was being measured, to see the real ROI and that Ms. Green was effective in her efforts. It's one thing to be able to measure, it's another thing to actually be effective in your efforts, especially when looking at community members' dollars.

Trustee Hoskins Sutton concurred recalling that Vice Chair Criswell had asked that question and thanked Ms. Green for following up and sharing the information.

Trustee Hoskins Sutton questioned when the Centennial Magazine will be available. Ms. Green answered the magazine is in the final stages of internal proofing and is anticipated to be printed and mailed at the end of March or early April – it will be available to the Board before it is mailed to homes. This is the first time the marketing team has created a magazine and it has been a learning process – the team loves it and loves the history learned through this process.

Trustee Ash highlighted the digital marketing report, agreed with his colleagues' thoughts and appreciated the report. KCKCC is a learning institution and one of Dr. Mosier's goals is to be a learning institution, not just an institution of higher learning for others.

Dr. Mosier added it takes a lot of work to separate which students the marketing efforts reached and how to make the data have value and commented Ms. Green and the team have done a great job.

Trustee Ash motioned to accept the report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

**19. Chief Financial Officer Report:** Chair Isnard called for the Chief Financial Officer report. Dr. Shelley Kneuvean highlighted the following items from the Board report –

- Property taxes in the amount of \$28.1 million and \$5.1 million of State funding were received. Two certificates of deposits were remitted and then renewed with about \$300,000 of investment return. Two certificates of deposit for \$3.77 million were renewed - one with Security Bank for 18 months at 4.44%, the second one with UMB Bank for nine months at 4.66%.

The budget process is underway with all departments creating requests for their operating funds, strategic initiatives and any personnel requests then there is an internal shared governance process. The Wyandotte County assessor will be scheduled to present information about forecasted reassessments - the final numbers will be received in June.

Student housing was 100% full in the Fall, 96% full in the Spring which is on target with our forecast. The electronic locks are in process with about 20% of the apartments done.

For the gym floor in the field house, we should receive a proposal tomorrow to proceed with the environmental work that must be done to bore through the rubber

matting which is an issue due to mercury in it.

The carpet in Lower Jewell and in the Performing Arts Center (PAC) was replaced.

A fourth Sergeant for the Police Department, Mr. Juan Acevedo, has 10 years of experience as a police officer in the state of Kansas and California. Having a fourth Sergeant gives supervisory coverage on all shifts.

Ms. Pam Tatum, support for the Board Finance Committee and the Executive Assistant to the Chief Financial Officer, is retiring after 25 years, having been in the same role the entire time. She will be hard to replace, but it's a retirement well deserved. There will be a small celebration for her on March 27th from 2:00 to 4:00 p.m.

The Jewell elevator is open. Well, we joked in the Finance Committee about having a ribbon cutting ceremony for after so long that we've been going through this. You know, I'll bring a cake next time and we'll celebrate somehow.

Trustee Hoskins Sutton gave congratulations to Ms. Pam Tatum as she was the steadfast that kept everything going.

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

**20. Chief Human Resources Officer Report:** Chair Isnard called for the Chief Human Resources report. Ms. Christina McGee highlighted the following items from the Board report –

- Acknowledged new Director of Employee Relations, Samuel DeLeon who has over 25 years of human resources experience with diverse roles within human resources and working in various industries such as higher education and city government.

Human Resources (HR) launched a professional development assessment to understand the types of training and development employees would like and to get a better idea of sessions to offer where there may be skill gaps. About 95 individuals completed the survey. With that information, planning initiatives for this calendar year will begin.

The Talent Acquisition and Employment Coordinators are continuing to modify KCKCC's application by condensing the application so it takes a shorter amount of time to complete. It has been recognized that some individuals do not complete the application because it's comprehensive and takes too long to complete.

HR is updating our sourcing page to identify where our applicants are being found, making sure they are completing that page and adding to that page. HR has added opportunities to advertise and wants to ensure that is reflected in the application to

better understand the data of where to continue to post positions.

The Blue Cross Blue Shield insurance representatives are working on wellness initiatives for the year - called A Healthier You. With that data, the College's loss ratio with regards to the premiums received from employees and what Blue Cross Blue Shield pays in terms of medical expenses has an impact on renewals. Blue Cross Blue Shield has been supportive in making sure we are engaging in health initiatives that will help improve our loss ratio over time.

To focus on the strategic plan, Ms. McGee, Ms. Kris Green and Dr. Fabiola Riobé met to identify a plan of action on the initiative creating a mixed modal communication plan. A draft of an assessment tool has been developed to better understand how best to communicate with employees and how to improve communication

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

21. **Chief Information Officer Report:** Chair Isnard called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report –

- The team's main focus over the last month has been assisting students, from password resets to checking out laptops.

The phone statistics reported that 620 phone calls came to the help desk and 95% of those were answered by a live person, they did not roll to voicemail or ring long enough to receive voicemail.

Thanked the Media Services team for their work and efforts to live stream the women's and men's basketball games from the Penn Valley location.

Thanked the Network Services team as they completed the public key infrastructure (PKI) project and deployed the new environment, which increases our certificate security, gives us the ability for our servers to auto enroll which takes manual work off of us every time they need to enroll and decommissioned the old environment from 2009 - all of that with little interruption.

The Computing Services team checked out 175 laptops to students for this semester. That number is down from the Fall semester, which is usually around 225 to 250 but is on average for Spring semesters - thanks to Computing Services.

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

Chair Isnard called for a 7-minute recess. The meeting resumed at 7:42 p.m.

22. **Unfinished Business:** Chair Isnard presented the 2024 KCKCC Board and College Committees, and Delegate Assignments as follows –

- For the **Board Audit, Finance and Facilities Committee**, Chair Isnard nominated **Ms. Evelyn Criswell as Chair**, as this committee is traditionally chaired by the Board's Vice Chair, with **Mr. Don Ash and Mr. Mark Gilstrap as members**. Chair Isnard called for motion to approve the Board Audit, Finance and Facilities Committee assignments as nominated. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**
- For the **Board Community Engagement Committee**, Chair Isnard nominated **Mr. Don Ash as Chair with Ms. Linda Hoskins Sutton and Dr. Brenda Scruggs Andrieu as members**. Chair Isnard called for a motion to approve the Board Community Engagement Committee assignments as nominated. Vice Chair Criswell made the motion. Trustee Ash seconded the motion. **The Motion Carried.**
- For the **Board Policy Committee**, Chair Isnard nominated **Ms. Linda Hoskins Sutton as Chair with Dr. Brenda Scruggs Andrieu as a member and Mr. Brad Isnard to fill the vacancy temporarily** until the Board fills the overall Board vacancy. Chair Isnard called for a motion to approve the Board Policy Committee assignments as nominated. Trustee Ash made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**
- For the **Board Representatives of the Executive Committee of the Foundation** - with the bylaws of that position typically being three-year terms and Trustee Hoskins Sutton and Chair Isnard have filled that role for two years - Chair Isnard nominated **Ms. Linda Hoskins Sutton and Mr. Brad Isnard** to continue that role for another year on that committee. Chair Isnard called for a motion to approve the Representatives of the Executive Committee of the Foundation assignments as nominated. Trustee Scruggs Andrieu made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**
- For the delegates of the **Association of Community College Trustees (ACCT)**, Chair Isnard nominated **Mr. Don Ash** to continue his role as the delegate and **Ms. Linda Hoskins Sutton** to continue her role as the alternate. Chair Isnard called for a motion to approve the delegates to the Association of Community College Trustee assignments as nominated. Trustee Gilstrap made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**
- For the delegates of the **Kansas Association of Community Colleges (KACC)**, Chair Isnard nominated **Mr. Don Ash** to continue his role as the delegate and **Ms. Linda Hoskins Sutton** to continue her role as the alternate. Chair Isnard called for a motion to approve the assignments as nominated. Trustee Scruggs Andrieu made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- For the **Representative of the College Senate**, Chair Isnard nominated **Mr. Brad Isnard to fill the vacancy temporarily** until the Board fills the overall Board vacancy. Chair Isnard called for a motion to approve the assignment as nominated. Vice Chair Criswell made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

### 23. New Business:

- Chair Isnard presented the Resolution for Board Vacancy Notice: To Fill Trustee Vacancy – Public Notice as printed in the Board meeting book and explained, if approved, the notice would be published in “The Wyandotte Echo” newspaper and posted on the KCKCC website, beginning the process of filling the vacancy. Chair Isnard also acknowledged that Trustee Linda Hoskins Sutton’s misspelled name would be corrected.

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

- Chair Isnard invited Dr. Shelley Kneuvean, Chief Financial Officer, and Dr. Greg Mosier, President, to present the Proposed FY 2025 Tuition, General Fees and Student Housing Fees. Dr. Kneuvean presented the following –
  - In the Board packet was historical information and several recommendations for changes which were presented to and supported by the Board Finance Committee. There were recommendations for:
    - The in-district rate to increase by \$1.00 per credit hour - KCKCC has not increased that tuition rate for more than six years.
    - The in-state rate to increase from \$91.00 to \$95.50 per credit hour – which is in line with what the other colleges in the metropolitan area charge.
    - The metro rate to increase from \$116.50 to \$120.50 per credit hour - this is a rate for the three area community colleges (KCKCC, Johnson County Community College (JCCC) and Metropolitan Community College), which is still quite a bit lower than JCCC who is charging \$127.00. This comparison data is current year compared to KCKCC’s proposed, both of those institutions are looking at their rates and will likely increase as well. KCKCC always surveys all the other Kansas community colleges and every college that has reported (which has been more than half of them) are doing increases as well.
    - The out-of-state rate to increase from \$201.00 to \$207.50.
    - The international rate to increase from \$201.00 to \$208.50 due to additional services and processing related to international students. The College used to charge out-of-state and international the same and is now differentiating that as to the other colleges.
    - The technology fee to increase from \$8.00 to \$9.00 per credit hour - which is representative of all the investment that education is making in technology as the advances continue.

Trustee Hoskins Sutton questioned what the credit hours fee goes towards in the



Registrar's office. Dr. Kneuvean answered it helps offset the cost of the Registrar's department which handles the transcripts. It's \$0.50 of the \$15.00 student fee and student fees required the students to approve those fees for student activities, scholarships and the Registrar's Office. The \$20.00 graduation fee goes into a different account and those dollars are very direct.

Trustee Ash added there was robust discussion in the Board Finance Committee meeting and the committee felt the recommendations were reasonable concerning the rest of the colleges in the State.

Chair Isnard added it's always a balancing act between the services we provide and the money that's necessary to pay for those and the last two years Chair Isnard asked to not increase the in-service area amount as it's important KCKCC keeps that affordable for the community that we serve but that cannot be done forever as the costs increase. A \$1.00 increase will leave KCKCC competitive and was reasonable as proposed.

Dr. Mosier added these rates keep KCKCC as the most affordable community college in the metropolitan KC area.

Chair Isnard called for a motion to approve the proposed FY2025 Tuition, General Fees and Student Housing Fees. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

For the record, Dr. Kneuvean added the proposed recommendation to increase the student housing fees by 3.2%. The memo in the Board packet that explained the methodology. There were no questions or concerns about the student housing rate.

- Chair Isnard invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Proposed FY 2025 Special Course Fees. Mr. Pope presented the following –
  - In the Board packet was the course fees for the non-high school courses. The changes are in red with some decreases and some increases with explanations.

Trustee Hoskins Sutton questioned the effective start date of Fall or Spring. Mr. Pope answered in the fall and the tuition tables will be uploaded for when students start enrolling on April 1st. Trustee Ash explained the Board Finance Committee covered the fees extensively and more were lowered than raised.

Chair Isnard called for a motion to approve the Proposed FY 2025 Special Course Fees. Trustee Ash made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- Chair Isnard invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Revised and New Academic Programs for Biomanufacturing Certificate A Modification –

17 Credit Hours and Biomanufacturing Certificate B New Certificate – 32 Credit Hours. Mr. Pope presented the following –

- In the Board packet was the revised and new program information for the Biomanufacturing Certificates. The Biomanufacturing Certificate A modification was a change of one of the courses from two (2) to three (3) credit hours to more accurately reflect the time that is needed in class. The Biomanufacturing Certificate B is a new certificate. This request was from Advisory Board Members as it was remarked that students needed some extra math and extra English skills.

Chair Isnard called for a motion to approve the Biomanufacturing Certificate A Modification and the Biomanufacturing Certificate B New Certificate. Vice Chair Criswell made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

- Chair Isnard invited Dr. Shelley Kneuvean, Chief Financial Officer, to present the Budget Mid-Year Adjustment. Dr. Kneuvean presented the following –
  - This information was presented to the Board Finance Committee. Each year a mid-year adjustment is brought to the Board as throughout the year there are revenues that are increased and expenses that may modify from what was originally adopted. This adjustment keeps a good accounting of that. The details were in the Board packet. KCKCC has about \$619,000 additional revenue with the majority of that due to additional State aid, investment income and an additional transfer from reserve. Some expenses have increased for insurance costs, audit expenses and moving expenses for several employees - that's the majority of that \$176,000 change. There are additional costs that are captured under contingency which are expenses that are unexpected - we budgeted \$350,000 with actual costs expected to be more around \$700,000.

Hearing no questions, Chair Isnard called for a motion to approve the Budget Mid-Year Adjustment. Trustee Ash explained these adjustments are fairly typical and is why the College has reserves and makes contingencies. The Board Finance Committee had no concerns. Chair Isnard added it's always a good problem when extra money is received. Trustee Ash motioned to approve the Budget Mid-Year Adjustment. Vice Chair Criswell seconded the motion. **The Motion Carried.**

- Chair Isnard invited Dr. Shelley Kneuvean, Chief Financial Officer, to present the 2024 Mileage Reimbursement Rate. Dr. Kneuvean presented the following –
  - The College typically follows the Internal Revenue Service (IRS) mileage reimbursement rate and they changed from \$0.65 per mile to \$0.67 per mile effective January 1st. If the Board approves this rate, KCKCC would implement the rate starting tomorrow – February 21, 2024. The IRS rate uses analytics to calculate the rate using gas, wear and tear on a vehicle and insurance. The College felt it's a best practice to use the IRS rate, which most organizations do.

Chair Isnard called for a motion to approve the 2024 Mileage Reimbursement Rate. Trustee Hoskins Sutton made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

- Chair Isnard invited Dr. Greg Mosier, President, to present the Alcohol Resolution for the “Art In America” Exhibition Reception. Dr. Mosier presented the following –
  - Kansas Statute prohibits the consumption of alcoholic liquor on public property with community colleges being exempt from that under the control of the KCKCC Board of Trustees and which property is not used for classroom use. Dr. Mosier read the resolution for the “Art in America” Exhibition Reception as published in the Board packet.

Chair Isnard called for a motion to approve the Alcohol Resolution for the “Art In America” Exhibition Reception. Vice Chair Criswell made the motion. Trustee Ash seconded the motion. The motion was opposed by Trustee Scruggs Andrieu. **The Motion Carried.**

- Chair Isnard invited Dr. Greg Mosier, President, to present the Alcohol Resolution for the Kansas City Kansas Community College Centennial Dinner Celebration. Dr. Mosier presented the following –
  - This second resolution under the same statute (referenced above in the Alcohol Resolution for the “Art In America” Exhibition Reception) was for KCKCC’s Celebration of the Century, our 100-year community dinner. Dr. Mosier read the resolution for the Kansas City Kansas Community College Centennial Dinner Celebration as published in the Board packet.

Chair Isnard called for a motion to approve the Alcohol Resolution for the Kansas City Kansas Community College Centennial Dinner Celebration. Trustee Hoskins Sutton made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

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

The meeting adjourned at 8:18 p.m.

ATTEST:

\_\_\_\_\_  
Chairperson, Mr. Brad Isnard

\_\_\_\_\_  
Secretary, Dr. Greg Mosier

## **Recommendations for Payment**

*These items are over \$25,000 and require preapproval by the Board of Trustees.*

### **CONSENT AGENDA – Item B**

**March 19, 2024**

1. Approval in the amount of **\$96,477.50** to **Mainstreet of Lansing** for the following Campus Police Administrative vehicles:
  - Req 3625 - **\$46,773.50** - 2023 Dodge Durango.
  - Req 3643 - **\$49,704.00** - 2024 Dodge Ram.Requested by Shelley Kneuvean. Funding Source – Campus Police: Capitalized Equipment over \$5,000.
2. Approval in the amount of **\$44,080.00** to **DCAL** for Volleyball lockers including installation. Requested by Chris Meiers. Funding Source – Capital Outlay: Furnishings and Equipment (Strategic Initiatives FY23 rollover amount).
3. Approval in the amount of **\$36,580.00** to **Lenovo** for security software for KCKCC laptops. Requested by Peter Garbriel. Funding Source – Information Services: Contractual Expense.
4. Approval in the amount of **\$28,812.28** to **Wenger Corporation** for a music library storage system. Requested by Jerry Pope. Funding Source – Music: Equipment Capitalized over \$5,000 (Strategic Initiative FY24).
5. Approval in the amount of **\$124,464.00** to **P1 Services, LLC** to replace electrical distribution switch gears at Field House. Requested by Shelley Kneuvean. Funding Source – Capital Outlay: Electrical Expense.
6. Approval in the amount of **\$38,310.00** to **Assessment Technologies Institute** for semester fees for test prep for the Nursing program. Requested by Jerry Pope. Funding Source – Nursing: Course Related Expense.
7. Approval in the amount of **\$42,143.85** to **Academic Healthplans, Inc.** for mandatory health insurance for international students. Requested by Chris Meiers. Funding Source – Mandatory Health Insurance: College Agency.
8. Approval in the amount of **\$77,404.57** to **Precision Construction & Contracting, LLC** for sidewalk improvements between Centennial Hall and the Learning Commons building. Requested by Shelley Kneuvean. Funding Source – Capital Outlay: Parking Lots/Street Repairs.
9. Approval in the amount of **\$75,580.00** to **Cable Dahmer of Topeka** for the purchase of two Chevrolet Silverado trucks for the use in the Facility Services Department. Requested by Shelley Kneuvean. Funding Source – Facility Services: Transportation, Equipment Capitalized over \$5,000.
10. Approval in the amount of **\$37,539.75** to **KCAV** for the purchase of AV equipment for Phase 6, FY24 Learning Spaces Project. Funding Source – Facility Services: Learning Spaces.

## **Items for Ratification**

*These items are between \$10,000 and \$25,000.*

### **CONSENT AGENDA – Item C**

**March 19, 2024**

1. **\$18,396.82** to **KCAV** for a replacement projection screen in the Performing Arts Center. Requested by Jerry Pope. Funding Source – Performing Arts Center: Equipment (Strategic Initiative FY24).
2. **\$10,000.56** to **Wolters Kluwer Health** for CJ SIM online access for students in the Nursing program. Requested by Jerry Pope. Funding Source – Nursing: Course Related Expense.
3. **\$11,314.16** to **Kansas Lawn & Garden** for Main Campus monthly lawn care for February. Requested by Shelley Kneuvean. Funding Source – Grounds: Contractual Expense.
4. **\$24,192.00** to **Employee Resource System EAP** for the Student Assistance Program. Requested by Chris Meiers. Funding Source – Counsel & Advocacy Center: Association.
5. **\$11,550.00** to **Upcycle Piano Craft, LLC** for two pianos for the Music program. Requested by Jerry Pope. Funding Source – Music: Equipment Capitalized over \$5,000 (Strategic Initiative FY24).
6. **\$14,400.00** to **Open Presence, Inc.**, for annual software renewal to assess, improve and manage student data. Requested by Peter Gabriel. Funding Source – Information Services: Software Expense.
7. **\$12,222.44** to **CDW** for purchase of four tough book laptops to be installed in police sergeant vehicles. Requested by Shelley Kneuvean. Funding Source – Police, Capital Equipment over \$5,000.

**VISA TOTAL FOR THE MONTH \$135,183.57**

Updated 3/4/2024



## HUMAN RESOURCES - PERSONNEL ITEMS

### CONSENT AGENDA – Item D

March 19, 2024

#### SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Deceased	Evans, Ernest	Adjunct	Political Science	Academic Affairs	02/16/2024
Resignation	Dimino, Carrie	Coordinator of Writing Tutoring	Library and Learning Services	Academic Affairs	03/01/2024*
Resignation	Kneuvean, Susan (Shelley)	Chief Financial Officer (CFO)	Financial Services	President	03/22/2024
Resignation	McGee, Christina	Chief Human Resources Officer	Human Resources	President	03/15/2024
Resignation	Neyland, Sean	Coordinator I	Student Financial Aid	Student Affairs and Enrollment Management	02/23/2024
Retirement	McPeake, Richard	Assistant Professor	Culinary Arts	Academic Affairs	06/30/2024
Retirement	Wright, Wiley	Professor	Mortuary Science	Academic Affairs	06/30/2024

#### STIPEND

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
Additional Duties	Prichard, Stephanie	Assistant Director of Adult Education	Adult and Continuing Education	Educational Innovation and Global Programming	06/28/2023-10/31/2023	\$3,075

#### RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
Additional Position	McFadden, Bronyal	Clinical Instructor	Nursing Education	Academic Affairs	03/07/2024	\$970.32 per credit hour
New Hire	Bordewick, Cara	Police Officer	College Police	Financial & Facility Services	02/19/2024	\$50,494 annually
New Hire	Gillihan-Young, Joshua	Police Officer	College Police	Financial & Facility Services	03/18/2024	\$47,524 annually

New Hire	Horak-Hern, Melissa	Part-Time Librarian	Learning & Library Services	Academic Affairs	03/14/2024	\$22.00 per hour
New Hire	Hulme, Ashley	Administrative Assistant	Human Resources	President	03/04/2024	\$15.45 per hour
New Hire	Kolkmeier, Andrea	Assistant Director	Adult and Continuing Education	Educational Innovation and Global Programming	04/01/2024	\$70,250 annually
New Hire	Martin, Lauren	Financial Aid Coordinator I-Scholarships and Student Employment	Student Financial Aid	Student Affairs and Enrollment Management	03/01/2024	\$57,500 annually
New Hire	McGee, Dr. Eve	Adjunct	Sociology	Academic Affairs	08/07/2024	\$970.32 per credit hour
New Hire	Ruyon, Brandon	Police Officer	College Police	Financial & Facility Services	03/25/2024	\$47,524 annually
New Hire	Welsch, Lindsey	Adjunct	Speech	Academic Affairs	08/07/2024	\$970.32 per credit hour
New Hire	Williams, Maxwell	Athletic Table Assistant	Athletics	Student Affairs and Enrollment Management	03/01/2024	\$21.00 per hour

#### Action Definitions

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

**Kansas City Kansas Community College**  
**Board of Trustees Monthly Report**

Scott Balog, Ed.D.  
Executive Vice President

March 19, 2024

The Executive Vice President's (EVP) Office presents its monthly update to Kansas City Kansas Community College's Board of Trustees, centered on institution strategy, partnerships and operations.

**Executive Summary**

**Strategy**

- Collaborated with the President on consolidation, restructure and reorganization of the College's Cabinet
- Continued review of data tools and resources with Information Services and Institutional Effectiveness
- Coordinated the Congressional earmark request submitted to Senator Jerry Moran and Congressman Jake LaTurner

**Partnerships**

- Developed and enhanced strategic partnerships with business and industry, and other organizations
- Visited Metropolitan Community College's (MCC) Advanced Technical Skills Institute and hosted an MCC trustee and executive at KCKCC's Technical Education Center
- Continued to refine the framework for a new workforce development system for the Kansas City metro with KC Rising's Workforce Action Team
- Fostering partnership with Enterprise KC that includes supporting the organization's statewide cybersecurity network and other economic development activities
- Started discussion with the University of St. Mary on an articulation partnership across several key program areas
- With support from several program and service areas at the College, engaged leaders from Lansing and Leavenworth High Schools on Career and Technical Education pathways

**Operations and Execution**

- Inventorying and charting work across divisions to optimize time and talent management at the College
- Developing new reporting tool for Cabinet Board of Trustees reports and strategic plan updates
- Preparing for searches for vacant Cabinet positions



## **Full Report**

### **Strategy**

This past month, the EVP supported the President with consolidation, restructuring and reorganization of the College's Cabinet. The more vertical structure will promote organizational efficiency (especially in operations units outside of those in direct contact with students, namely Student Affairs and Academic Affairs) and reduce the number of direct reports to the President from 9 to 6. The new organization structure – which is more in line with current practice in community colleges nationally – includes an upgrade of the Chief Financial Officer role to a Vice President role, with the Chief Information Officer, Chief Human Resources Officer, Controller, Director of Facilities and the Chief of Campus Police reporting to the new Vice President.

As part of the reorganization, the Executive Director of the KCKCC Foundation will now report to the EVP. The Chief Marketing & Institutional Image Officer (CMIIO) will continue to report directly to the President and now oversee Media Services and Events and Scheduling, in addition to Web Services, Graphic Design and Communications. Moving Media Services and Events and Scheduling under the CMIIO aligns public and community relations functions under one primary area. With the reorganization in Marketing and Institutional Image, the CMIIO role will support marketing, promotions, communications, events and customer advocacy.

In addition to working with the President on a new organization structure for Cabinet, the EVP – with Information Services and Institutional Effectiveness – continued evaluating data tools and resources necessary to develop a data management layer for the College. Findings from research and review of various data warehousing, management and visualization solutions informed the budget request recently submitted for consideration by the President and Extended Cabinet. Data management and democratizing access to data across the College are top priorities for the EVP this coming year.

Finally, the College submitted a Congressional earmark request to Senator Jerry Moran and Congressman Jake LaTurner on Friday. The culmination of several months of review and research resulted in a \$2.9 million request for additional equipment for KCKCC's Automation Engineer Technology program. The equipment will allow for doubling the enrollment capacity of the program and concurrent cohorts at the College's Technical Education and Downtown Centers. The request was developed in collaboration with Panasonic Energy and Merchant McIntyre Associates.

### **Partnerships**

The EVP's Office continues to advance the development and cultivation of partnerships and strategic relationships for KCKCC across the Kansas City metro and state. Partnership activities include attendance and participation in events and convenings, engaging employer partners

and advisory groups, aligning with fundraising initiatives and pursuing strategic partnership opportunities. Notable engagements this past month include support for Great Jobs KC as part of their postsecondary partnership network and an exchange with Metropolitan Community College's (MCC) advanced technical education programs. Joined by the KCKCC's Dean of Career and Technical Education and Director of Workforce Development, the EVP visited MCC's Advanced Technical Skills Institute and met with their advanced manufacturing program leadership. Following KCKCC's visit to MCC, the EVP and Dean of Career and Technical Education welcomed a trustee and campus president from MCC to the College's Technical Education Center to learn more about our advanced manufacturing programs.

Last week, the EVP and President presented a refined framework for a new workforce development system for the Kansas City metro to KC Rising's Workforce Action Team. The framework aligns with recommendations from the Mid-America Regional Council developed in 2021 that were informed by the Workforce Investment Opportunity Act and Stephen Goldsmith and Kate Markin Coleman's book, *Growing Fairly: How to Build Opportunity and Equity in Workforce Development*. The framework will provide the necessary structure for organizing resources that contribute to the region's talent pipeline. The EVP is leading the development of a vision document to be submitted to KC Rising in April that will serve as the final work product for the Workforce Action Team.

KCKCC continues to cultivate a partnership with Enterprise KC, focused on workforce development in cybersecurity. Joined by the Executive Director of the KCKCC Foundation, Vice President for Educational Innovation and Global Programming and Deans of Math, Science, Business and Technology and Career and Technical Education, the EVP met with Enterprise KC executives to secure 25 scholarships for KCKCC students to enroll in Grow with Google's cybersecurity certification program. The College will also serve as a host site for Enterprise KC's Heartland Cyber Challenge later this spring. The Cyber Challenge will bring teams of high school students from across the region to KCKCC to participate in a half-day capture the flag competition.

Joined by the Vice President of Academic Affairs and the Director of the College's Pioneer Career Center, the EVP met with the University of St. Mary's President, Provost and several program directors this past week to explore articulation pathway opportunities for KCKCC students to transfer to the University following completion of their program of study. The articulation pathway would support KCKCC students at all locations, including the US Disciplinary Barracks at Ft. Leavenworth.

Finally, with support from several academic areas and Student Affairs, the EVP convened a meeting with leaders from Leavenworth and Lansing High Schools this week to explore career pathways for their students. The principals of both schools are interested in deepening the relationship between their respective schools and the College. KCKCC leaders will consider

insights gained from the convening to develop prescribed career program paths for Leavenworth and Lansing High School students. These career program paths will begin in high school, leveraging career and dual enrollment, to expedite students' earning of certificates and degrees and entry into the workforce.

### **Operations and Execution**

With support from Institutional Effectiveness, the EVP is inventorying and charting work across all divisions and departments to optimize management of time and talent at the College. KCKCC's annual work cycle allows for scheduling of employee time dedicated to projects and other initiatives organized around current activities. The inventorying and charting of work will promote better use of time and resources and prevent piling on of tasks and responsibilities when workloads are already high.

In addition to inventorying and charting work across the College, the EVP and Institutional Effectiveness are also continuing work to develop a new reporting tool for Cabinet reporting to the Board of Trustees. The new reporting tool will leverage existing software resources procured by the College and streamline the reporting process. As a result, monthly Cabinet reports to the Board will be tighter and tied directly to the College's strategic priorities. By tying reports to the strategic plan, trustees, executives and stakeholders will be able to track activity more regularly and the impact of that activity on desired outcomes.

Finally, the EVP and President are preparing for searches for three vacant Cabinet positions. Preparation for the searches includes updates of position responsibilities and reporting lines and identifying pain points and priorities for review and consideration by candidates.

March 2024 Board of Trustees Report  
Vice President of Academic Affairs

### Highlights

- On February 8th, the Office of Assessment organized a workshop on “Levels of Assessment,” which had seventeen attendees.
- In February, a team consisting of Dr. Liz Gillhouse, Traci Dillavou, Andres Cantillo, Angela Miller, and Dean Cecelia Brewer attended the "Assessing General Education Workshop" hosted by HLC.
- On February 6, Dr. Todd Miles, Fire Science Program Coordinator, led an academic symposium titled “Balancing Students’ Cognitive Load in Instruction Design to Ignite Academic Achievement in the Fire Academy: An Exploratory Case Study.”
- Tom Grady co-facilitated the Advanced Faculty Academy with other Kansas City Professional Development Council (KCPDC) board members. The session, held on Friday, February 16 titled “*Chat GPT and AI: Users, Instructional Purposes, and the Future...Oh My!*” was very well-attended, especially by KCKCC faculty and staff as 22 of the 27 participants were Blue Devils!
- KCKCC’s Phi Theta Kappa Office was notified that **Elizabeth Daniels** has been named a 2024 New Century Transfer Pathway Scholar.
- Two KCKCC Instrumental Music students were selected to perform at the Kansas Bandmasters Association Intercollegiate Band at the Kansas Music Education Association In-Service Workshop on Friday, February 23, in Wichita, KS.
- The HVAC program had its first HVAC-specific job fair on February 15. A total of eight employers participated in this event.
- The High School Culinary Team participated in the 2024 JCCC High School Culinary Competition. The team prepared several entrees and was awarded the Gold Medal.
- Welding students attended a tour of Zephyr Products in Leavenworth, Kansas.
- Tina Belt, Mortuary Science, completed a three-school tour during spring break at three Mortuary Science schools that are doing innovative training.
- Wiley Wright, Mortuary Science program coordinator, announced his retirement after 38 years at KCKCC. He has done so much to advance the program during his tenure.
- Dr. Kremer and Cybersecurity Coordinator Kelly Olinde attended the 2024 Intelligence Community Center for Academic Excellence PI Development Summit in San Antonio on February 21-23.
- The Kansas City Kansas Community College Chapter of Psi Beta Spring Semester Induction Ceremony was held on February 29 in Lower Jewell. The Induction officer was Dr. Jennifer Lundgren, Vice Chancellor and Provost for UMKC.
- Sociology students are currently providing various services to nonprofit organizations in the KCK community as part of their service-learning assignment and research project.

**Academic Support and Assessment – Dean Cecelia Brewer**

The Division of Academic Support and Assessment (ASA) collected items for our annual donation to Blue's Pantry. Thanks everyone for helping the college meet students' basic needs!



***Office of Assessment*** – Director, Angie Miller  
Priority 2: Quality Programs & Services

On February 8th, the Office of Assessment organized a workshop on “Levels of Assessment,” which had seventeen attendees. Angela Miller led the workshop and explained how the levels of assessment operate together and how we can enhance our assessment cycle at KCKCC. There was a lively discussion about our respective roles in class-, course-, and program-level assessment. The participants provided excellent feedback and the workshop was well received.

In February, a team consisting of Dr. Liz Gillhouse, Traci Dillavou, Andres Cantillo, Angela Miller, and Dean Cecelia Brewer attended the "Assessing General Education Workshop" hosted by HLC. The team attended four, 3-hour sessions on best practices for general education programming and assessment. The workshop focused on the implementation of authentic assessment and action plans to support student learning. As a result of the workshop, the General Education Committee has developed plans for the implementation of these best practices and assessments.

***Center for Teaching Excellence*** – Faculty Director, Tom Grady  
Priority 2: Quality Programs & Services

The Center for Teaching Excellence continues to recognize the scholarly work conducted by our faculty and supports the pillar of academic discourse. On February 6, Dr. Todd Miles, Fire Science Program Coordinator, led an academic symposium titled “Balancing Students’ Cognitive Load in Instruction Design to Ignite Academic Achievement in the Fire Academy: An Exploratory Case Study.” The session was well-attended by faculty, staff, and students and the content of the session was applicable to any course and academic discipline.

The Center for Teaching Excellence continues to support the institutional effort to focus on learner-centered teaching. Currently, nine faculty members are engaging in a Faculty Teaching Circle that meets in a hybrid format every Monday afternoon. The book *Helping Students Learn*

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Vice President of Academic Affairs

*in a Learner-Centered Environment* serves as the curriculum. The faculty share pedagogical methods and discuss the impact on student learning and success.

Tom Grady co-facilitated the Advanced Faculty Academy with other Kansas City Professional Development Council (KCPDC) board members. The session, held on Friday, February 16 titled “*Chat GPT and AI: Users, Instructional Purposes, and the Future...Oh My!*” was very well-attended, especially by KCKCC faculty and staff as 22 of the 27 participants were Blue Devils!

Tom also served as the conference chair for the KCPDC Enhancing Teaching and Learning Conference held at Cleveland University-Kansas City on Saturday, March 2. In addition to coordinating the conference, Tom was a presenter, and the title of his session was “*Making Data Informed Pedagogical Changes through Formal and Informal Assessment.*”

The additional professional development sessions offered by the CTE in February:

- Teaching for Learning
- Blue Devil Faculty Academy: Building a Community of Learners in Your Course
- How Can Rubrics Make Grading Easier and Faster & How Can I Grade in Less Time with Greater Impact?
- Blue Devil Faculty Academy: Active Learning Strategies
- What Are 5 Ways H5P Tools Can Help Students Retain Course Content? and How Can I Create Authentic Engagement Through Feedback Dialogue?
- Concept Maps: Tools for the Classroom and Beyond

***Honors, PTK, Service-Learning, Undergraduate Research*** – Director, Dr. Stacy Tucker  
Priority 2: Quality Programs & Services

Phi Theta Kappa (PTK) partnered with the America Association of University Women (AAUW) to host “Cupid’s Bouquet” on February 13, 2024. We sold fresh floral bouquets to the campus community. The proceeds went to the Learning Club of Kansas City, Kansas. The Learning Club strives to create an environment in classrooms where it is easier for youth to be successful with their studies.

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KCKCC's Phi Theta Kappa Office was notified that **Elizabeth Daniels** has been named a 2024 New Century Transfer Pathway Scholar. Each year the selection is based on the score earned in the All-USA Academic Team competition, for which more than 2,200 applications were submitted this year. Nominations are evaluated on academic achievement, leadership, service, and significant endeavors. Elizabeth received the highest score in the state of Kansas. This program is sponsored by the Coca-Cola Foundation and the Coca-Cola Scholars Foundation, with additional support provided by the American Association of Community Colleges and Phi Theta Kappa. Elizabeth will be graduating in May with associate in science in liberal arts and sciences degree. Congratulations Elizabeth!



At the Phi Theta Kappa Heartland Region Convention on March 1-3, 2024, the Mu Delta Chapter at KCKCC won nine out of 11 awards, which included individual and chapter awards. The convention is not just about winning awards. Phi Theta Kappa revealed the new 2024-2026 study topic which is "The Power of Stories". At the convention we heard from several speakers

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including a professional storyteller about four Afro-American Jazz Legends, a former student who now works for the KBI on “How Forensic Science is Used in Criminal Proceedings to Narrate a Story of the Innocent,” and much more. KCKCC student Kasmin Tottress stated, “I learned about the importance of making connections with other people in order to reach goals. I liked how there were multiple sessions that emphasized this. I also liked that theme: The Power of Stories, and how each presenter’s stories were different and unique.” The convention concluded with an event with our new sister chapter from St. Louis Community College-Forest Park. From the picture below, our chapters are going to learn a lot from each other and have some fun too. The awards included the following:

1. Achievement in Literature - Elizabeth Daniels
2. Distinguished Chapter Officer Award – Emely Lopez-Cardona
3. Distinguished Chapter Member Award – Melane Moua
4. Competitive Edge Program Award – Melane Moua
5. Continued Excellence in Advising Award – Dr. Stacy Tucker
6. Great Idea Award
7. Service Project Award
8. Yearbook Award
9. Five Star Chapter Plan Award



***Library & Learning Services*** – Director, Dr. Amanda Williams

Priority 1: Student Success, Priority 2: Quality Programs & Services, and Priority 3: Employee Engagement

KCKCC’s Phi Theta Kappa Office was notified that **Elizabeth Daniels** has been named a 2024 New Century Transfer Pathway Scholar. On February 1, 2024, the Writing Center hosted an African American Read-In to celebrate this year's theme of “African Americans and the Arts”. The event explored the impact of the Harlem Renaissance on music and literature. James Baldwin's "Sonny's Blues," a poignant tale interlacing music, family, and African American identity was a highlight of the read-in. Participants were also encouraged to share their admired works from African American authors. This was a two-hour exploration of artistic and cultural



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heritage that provided engaging readings, discussions, and a backdrop of music by legends such as Miles Davis, John Coltrane, and Thelonious Monk.



On February 20, 2024, the Library hosted a film screening and discussion of [All Eyez on Me \(2017\)](#). The film tells the true and untold story of prolific rapper, actor, poet, and activist Tupac Shakur. The film follows Shakur from his early days in New York City to his evolution into being one of the world's most recognized and influential voices before his sudden death at the age of 25. Against all odds, Shakur's raw talent, powerful lyrics and revolutionary mind-set propelled him into becoming a cultural icon whose legacy continues to grow long after his passing. Source: imdb.com.

Library & Learning Services held a Valentine's Day Box Challenge to celebrate the holiday. Employees enjoyed making cards for their colleagues and some even used the MakerSpace to complete their projects. Awards were given for Most Eye-Catching, Most Creative, Most Effort, The Funniest.



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**Arts, Communication and Humanities – Dean Dr. Donna Bohn**

**From Justin Binek and John Stafford (Music):**

KCKCC Chamber Choir, directed by Professor John Stafford (Professor of Music), performed to a standing ovation at the Kansas Music Education Association In-Service Workshop on Friday, February 23, in Wichita, KS.

Two KCKCC Instrumental Music students were selected to perform at the Kansas Bandmasters Association Intercollegiate Band at the Kansas Music Education Association In-Service Workshop on Friday, February 23, in Wichita, KS. The students are both music majors: Asher Trimble, bass trombone, and Brynna Ladesic, bass clarinet.

Dr. Justin Binek (Associate Professor of Music) served as artist-in-residence at Kirkwood Community College in Cedar Rapids, IA, February 22-25. This culminated in a performance of Dr. Binek's jazz mass, *Missa Lucis*.

Professor John Stafford (Professor of Music) and Dr. Justin Binek (Associate Professor of Music) both gave selected presentations at the Southwestern Divisional Conference of the American Choral Directors Association on Saturday, March 2, in Denver, CO.

The KCKCC Music Department and the Kansas City Jazz Orchestra are collaborating to host 2x Grammy-Awarding jazz composer and pianist, John Beasley, in the band room (Room 2190) from 3pm to 4:30pm on Thursday, March 7.

**From Dan Fitzgerald (ESOL):**

ESOL offices have been upgraded. We have new carpet, new paint, and a new drop ceiling. We also rearranged the furniture to create a more welcoming floor plan. Photo is attached.



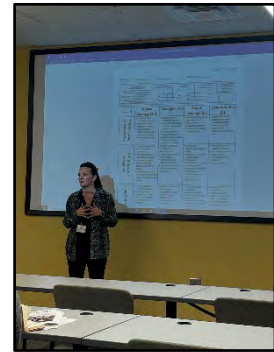
The SOL Club hosted a Churros event to recruit new members on Valentine's Day. The group handed out 300 Churros and hot chocolate.

On Wednesday March 6, the SOL Club hosted a Women's Day art event for ESOL students and Spanish class students. The event included empanadas for attendees.

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**From Traci Dillavou (Speech):**

Traci Dillavou presented at the March 2, 2024, "Enhanced Teaching and Learning" Conference through KCPDC, held at Cleveland University in KCMO. Her presentation, "Dive into Fishbowl Discussion," explored a student-centered teaching approach used to highly engage students in the learning process.



**From Shai Perry (Art Gallery):**  
**Exhibit Updates:**

- “Made/Making” on display from March 18 to May 3.
- Reception will be held on April 23, 4:30-7 pm
- Made/Making is a dynamic exhibition unifying various mediums, modalities, and artmakers to create a dialogue between identity, fabrication, and perception. The exhibit peers into microsystems that dictate the complexities of material-based relationships that inform the human experience. Selected works by Zero Space Collective members, Heather Baumbach, Lauren Bradshaw, Brooke Day, Amalya Megerman, Ashley Rabanal, Jessica Swank, and guest artist, Kammy Kennelley-Downs, culminate to give perspective on systems of oppression, cultural importance, domestic disenchantment, community building, and conditional evolution, all through the guise of materiality, craft, and other dynamic expressions of creating.

**Program Events:**

**Coming Up**

- March 20, 12-1 pm,
  - Guest speaker Mary Frances Ivey
  - The story of artist Elizabeth “Grandma” Layton
  - Image from KCKCC Collection
- Local event (NOT KCKCC event)
  - March 16, 5 pm Black Archives – H.W. Sewing Mural Dedication
    - A celebration of the founder of Douglass State Bank, the first Black bank in the Midwest, and the continued legacy of Black people in banking.
    - Mural artist Hank Smith is in our collection at KCKCC. Shai Perry worked with the writer of the history of Hank Smith’s art.

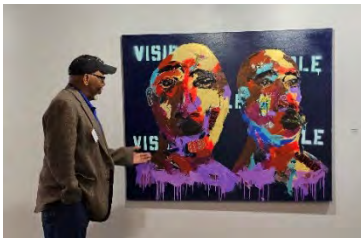


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### Past Events

- Feb. 7, 12:30-1:30 pm – 35 in Attendance
  - KCK Local History: Guest Speaker Mr. Chester Owens
- Feb. 27, 4:30-7:00 pm – 81 in Attendance
  - **“Art in America”** exhibition featuring two KCKCC alumni, J.T. Daniels, and Harold Smith. **The exhibition ran through March 8**



### Ambient Space:

- **Art Committee** met on Feb. 28
  - The next Art Committee meeting on Teams is on Mar. 27 at 11 am.
  - Please contact [sperry@kckcc.edu](mailto:sperry@kckcc.edu) for more information.
- **Mural Projects**
  - Nursing murals
    - Outside #3702 and #2701, includes TV display of nursing graduates
  - Humanities Exterior Murals
    - Themes include music & graduation
    - Artists currently under review
  - TEC Deli Mural
    - Subcommittee – Ashley Irvin, Clint Ricketts, Edward Kremer, and Mike Gowing



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- **Hallway Beautification**

- Basic Needs Center

- This project budget was built by the department and facilitated by an Art Gallery and Marketing collaboration with support from the Art Committee. We would like to see more projects like this.



### Career and Technical Education –Dean- Donald Smith

The HVAC program had its first HVAC-specific job fair on February 15. A total of eight employers participated in this event. Students obtained information from employers regarding possible internships or full-time employment after completing the HVAC program. This job fair was set up as a round-robin event, where each student sat down for a five-minute employer interview and rotated to the next employer. We are excited about this first-time event and are eager to see where it progresses each year. As part of Workplace Skills, Charles Knapp had students create resumes and participate in mock interviews in preparation for this job fair.



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The High School Culinary Team participated in the 2024 JCCC High School Culinary Competition. The team prepared several entrees and was awarded the Gold Medal. They have received the Gold Medal at this event for three years in a row! Congratulations to our Culinary Team for this accomplishment. Before the competition, Chef Justin collaborated with Michael Rollen, Multimedia Instructor, who was kind enough to allow Multimedia students to capture photos of our Culinary Team and the prepared meals.



The Electrical Technology students and Charles Knapp, Job Placement Coordinator, attended a Believe in Safety presentation at TEC. BPU sponsored the presentation for their employees. The Safety Coordinator for BPU invited the Electrical Technology students to attend this event. The guest speaker was Brandon Schroder, who was severely injured in an electrical accident because he did not follow safety procedures. Mr. Knapp indicated it was the best presentation on safety he had ever attended.

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Electrical Technology students at PCC continue to work on projects inside PCC and the Leavenworth and Lansing communities. The students also completed a project installing a communication terminal box with wiring, routing, and accessories according to specific codes and work safety rules.



Welding students attended a tour of Zephyr Products in Leavenworth, Kansas. This company manufactures various products and has a modern machine shop with equipment such as lasers, laser punch combinations, and robotic welding machines. The students enjoyed the tour, saying it provided great insight into what to expect in the welding profession.

The HVAC program received a donated air conditioning unit from Summit Heating and Cooling. The students successfully installed the unit in the HVAC department at the TEC. This project provided students with additional hands-on training and experience.





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Building Engineering and Maintenance Technology students are learning to measure, bend, and cut Electrical Metal Tubing (EMT) conduit. EMT conduit is a general purpose suitable for multiple applications to protect wiring from damage. Students learned to measure offsets and specific types of bends and install them with metal boxes and support brackets. Having completed the basic electrical installation and wiring, students have moved on to installing and troubleshooting standard residential electrical light fixtures, ceiling fans, and outdoor lighting.



KCKCC hosted the 20/20 Leadership Tour for local high school students. Approximately fifty students attended the tour. The 20/20 Leadership program works with eighteen different high schools in the Kansas City metropolitan area and focuses on three pillars: Community Engagement, Workforce Skill Development, and College and Career Preparation. This allows students to know what resources and careers are available in their community so they can make informed decisions regarding a career path. The students asked good questions and showed much interest in the different programs offered at KCKCC.





### Health Professions – Dean Dr. Tiffany Bohm

#### **Division**

The division faculty and staff participated in “Squares for Students” during Super Bowl LVIII. Instead of keeping the money, the winners would select students they knew were struggling with a financial need. Todd Miles won the first three quarters. He and the Fire Science team selected two students to share his \$300 winnings. Ashley Krehbiel won the final score, so she and the PTA team selected two students to share her \$200. The students were very appreciative!

#### **Physical Therapist Assistant**

The KCKCC PTA program will be nominating two students in the final semester of the program to be members of the first class of Phi Tau Alpha, the national PTA Student Honor Society. To be considered, students must maintain a GPA of 3.5 in program courses and receive two letters of recommendation.

Askley Krehbiel, ACCE, has continued her training and earned Credentialed Clinical Instructor Level 2. She has also applied to become a trainer for the Level 1 course which will allow her to offer the course and continuing education to our clinical instructors.

Dr. Deanne Yates has been nominated for Vice-Chair of the APTA Academy of Education PTA Educators SIG. She has also been asked to run for the nominating committee for the Federation of State Boards of Physical Therapy Board of Directors.

#### **Nursing**

Over the weekend of February 24, the Student Nurse Association members and their faculty sponsor helped clean up the community garden.

#### **Mortuary Science**

Tina Belt completed a three-school tour during spring break at three Mortuary Science schools that are doing innovative training. One is known for its high-quality distance education, one offers multiple short-term certificates for funeral directors/embalmers, and the third provides education on green burial and other alternatives. This is sponsored by the Perkins grant. We look forward to implementing some of these activities at KCKCC.

Wiley Wright, program coordinator, announced his retirement after 38 years at KCKCC. He has done so much to advance the program during his tenure. The program is well respected in the community, and students cannot speak highly enough about the care he shows to all students. We will certainly miss Wiley, but he intends to stay involved on the advisory board and developing a new continuing education offering requested by our partnering funeral homes. Please join us in congratulating Wiley on an amazing career!

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Vice President of Academic Affairs

**Fire Science**

Dr. Todd Miles took six students to the American Lung Association's Fight for Air stair climb in Kansas City, Mo. They climbed 40 flights of stairs in just under 15 minutes.



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

Kris Ball delivered informational packets to area high school counselors to update them about curriculum changes. On March 6 she will meet with our KCKCC Advisors to share the changes with them.

In February, a videographer came to the Administrative Office Professionals classroom to video the students and alumni about why they chose the AOP program. These videos are expected to be added to the web site by late March.

In Karen Gaines' Business Communications blended classroom she had, and will have, representatives from various departments in the college speak to students:

- Library - the Electronic Librarian spoke with students about how to effectively conduct business research as it relates to writing business, marketing, and strategic management plans
- Writing Center - a representative spoke with students about the Center's resources including tutoring and writing assistance for when they start their extensive writing assignments

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- Student Success Center - The Career Services Coordinator will visit the class and talk about the resources available for students regarding jobs and employment; she will also register students for their required mock interview

In Professor Gaines' blended Human Resource Management class, these guest speakers from the college will speak with students:

- Human Resource Department - the Director of Training and Development will speak with students about their job; they will also provide information on designing workplace training and development programs and incorporating them into an organization's strategic plan; in addition, they will discuss trends in the industry
- Human Resource Department - the Benefits Coordinator will speak with students regarding her job of designing employee benefits and will share trends in this area

Mr. Jonathan Taylor's Statistics class is studying probabilities

- When studying probabilities, they have or will discuss how to calculate the probability of the last spring freeze to guide spring planting, interpreting what probability of precipitation means in reference to a forecast from the National Weather Service and what was the likelihood of setting the record high temperatures in February.
- In addition, he worked with a student from the class during office hours on preparing for the mathematics and statistics portion of the TEAS test. The student took the exam recently and scored 98% on the math portion and was admitted to the Nursing Program of choice at a high-level of achievement.

S-STEM grant organizers are working hard recruiting scholars for the next year. The scholarship deadline is 3/26/24.

Lakshmy Sivaratnam's virtual day and evening study hall and student engagement hours are going well.

She will be attending ACBSP Board of Directors meeting in KC on March 8 and 9.

Professor Sivaratnam presented AAS Accounting self-study to part of the program review committee on March 1.

The business department intends to have a table at the Centennial celebration in April. Other departments are also planning to participate.

Professor Sivaratnam's Accounting 2 students said they should come talk to the Accounting 1 students on the value of some of the built-in required learning tools and Lakshmy took them up on the offer; they are scheduled to talk to her class on March 5.

Bioscience Core Skills Institute (BCSI), a third-party skill testing company, started testing biomanufacturing students for small volume metrology and safety and hazards micro-credentials.

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Dr. Kremer participated in an NSF panel review.

Dr. Kremer met with representatives from KU and KSU to discuss an NSF Engines grant collaboration for biotechnology for the region from Manhattan Kansas to Kansas City. Through an NSF planning grant, KSU is leading a team to complete this grant for the over \$50 million grant for the region.

Dr. Kremer and Cybersecurity Coordinator Kelly Olinde attended the 2024 Intelligence Community Center for Academic Excellence PI Development Summit in San Antonio on February 21-23. The conference provided great networking opportunities with the sixteen federal intelligence agencies.

**Social and Behavioral Sciences & Public Services – Dean Cleon Wiggins**

The Kansas City Kansas Community College Chapter of Psi Beta Spring Semester Induction Ceremony was held on February 29 in Lower Jewell. The Induction officer was Dr. Jennifer Lundgren, Vice Chancellor and Provost for UMKC. The theme for this ceremony was “What UMKC Expects of Students Transferring for a bachelor’s degree.” Opening remarks were given by Mr. Jerry Pope, VPAA for KCKCC. In attendance were family and friends of the inductees as well as former KCKCC psychology students who have moved on to the UMKC psychology program. Fourteen students were inducted. KCKCC Trustee Dr. Brenda Scruggs Andreiu congratulated the students and offered brief remarks. Five hundred and fifty dollars was donated by Macmillan publishing in support of this effort.

The KCKCC Psi Beta plaque naming the charter members will be hung outside the SBSPS division office.

March 2024 Board of Trustees Report  
Vice President of Academic Affairs



**KCKCC Trustee Dr. Brenda Scruggs Andrieu**





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**Dr. Kelsey Dachman – Professor of Psychology, KU and KCKCC**



**Dr. Jennifer Lundgren, Vice Chancellor and Provost, UMKC**



**Former KCKCC Psychology students now attending UMKC (Psychology) Demar Murray and Mariah Stewart.**

Dean Wiggins attended the Spring Metro Area Deans Council meeting. Academic Deans from UMKC, Rockhurst University, University of Saint Mary, Donnelly College, and Avila University were in attendance. Other participating institutions were not able to make this meeting. University of Saint Mary is restarting their undergraduate research program, scheduled for April 17 from 12:30 – 1:20. Their research program is like the KCKCC Psychology/Social Science undergraduate research program that has taken place for the past several years. The KCKCC program is scheduled for Tuesday, April 2, at 11:00. You may recall that Dean Wiggins suggested last year that the group consider each institution taking a discipline and offering an undergraduate research program. The goal is for other institutions to identify an area of study and host an undergraduate research program. The hope is that high school students from the area will be able to attend the various undergraduate research programs to gain a better understanding of what the program offers at the collegiate level while providing current students with an opportunity to show-case their knowledge of specific disciplines and display parts of their research through poster presentations.

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From February 15 through February 23, Dr. Andres Cantillo participated in several Higher Learning Commission seminars on Assessing General Education. There were four modules entitled a) Variables Impacting General Education Assessment, b) The General Education Assessment Process, c) Assessment Measures and Implementation Plans and d) Facilitating Engagement & Leading the Process.

Dean Wiggins and the faculty of BLUE, the KCKCC freshmen orientation class, have completed a video targeting high school students in the KCKCC service area. The video is currently undergoing editing and will next be sent to the cabinet for review. This video is an effort to assist in recruiting local students to KCKCC and to prepare them for the first leg of their collegiate career in the hope that students will have a better understanding of what to expect and thus increase retention.

Dean Wiggins and Professor Daryl Long have been working with partners at the University of Saint Mary to create opportunities for students in the KCKCC pre-social work program who are considering transferring to a four-year academic institution. The result is a KCKCC/USM Student Partnership Benefits initiative. Taking advantage of the 2+2 agreement currently in place, Mr. Joseph Perez of University of Saint Mary conducted a virtual presentation and visited with KCKCC students on the evening of March 6th. This virtual benefits session, specifically for KCKCC pre-social work students, is designed to inform them of the benefits of choosing University of Saint Mary and making them aware of advantages such as the waiving of application fees, the waiving lower-division general education requirements for students with a completed associate of arts or associate of science degree, the possibility of transferring up to 90 credits, as well as financial assistance opportunities and more. The long-term goal is to create a pathway for high school students who will begin with gen ed classes while in high school, come to KCKCC then consider University of Saint Mary as a viable option for completing their social work degree.

Sociology students are currently providing various services to nonprofit organizations in the KCK community as part of their service-learning assignment and research project. This effort will create a greater KCKCC presence in the community while giving students the opportunity to learn sociology outside of the classroom. Each student will share their experience and research findings in a presentation in the Learning Commons during the last two weeks of the spring 2024 semester. Several of these presentations will be uploaded into the Social Science web page.

Professors Suzie Tousey and Doug Hansen of the KCKCC Criminal Justice department attended the first session of the University of Kansas Criminal Justice Program School of Professional Studies Speaker Series. The topic was the BTK investigation. The principal investigator on the case, retired KBI agent, Mr. Ray Lundin was the guest speaker. Both Professor Hansen and Professor Tousey are confident the information presented will benefit them and the students in their criminal justice classes.



March 2024 Board of Trustees Report  
Vice President of Academic Affairs

Professor Annette Farrell's efforts to expand the Early Childhood Education and Development (ECED) Program has resulted in a new field experience partner for students of the program. The Fort Leavenworth Child Development Center has agreed to allow students to perform observations at their facility. Fort Leavenworth represents the latest in a growing number of local partners for the Early Childhood Program along with EDUCARE Project Eagle and El Centro. Professor Farrell is now working with USD 469 to explore opportunities and possibilities to continue growing the program.

The coordinator and faculty of the ECED program are currently working on determining artifacts for all ECED classes. The goal is to have artifacts for two portfolios in the ECED program. The first portfolio is in preparation for application for the Child Development Associate Credential (CDA) via the Council of Recognition. As noted on their website, they set the standard for ECE competence. "The Council for Professional Recognition is a leader in the credentialing of early childhood educators worldwide." "Having a CDA does not just help educators bring out the best in children. It also advances their careers and contributes to the status of our profession."

The second portfolio is an interview portfolio to be offered in the ECED Internship course. This portfolio focuses on the National Association for the Education of Young Children Standards.

Finally, the ECED program is still working to publish a Spanish language pamphlet to promote the program and the coordinator is also looking into the possibility of a real-time translation device for non-English speaking students. The coordinator is in communication with other programs to gather information on how theirs is working.

On Thursday, March 21, Psi Beta Chapter of KCKCC, in collaboration with the Department of Student Engagement, the Department of Honors and Undergraduate Research, the Department of Admissions, the Department of High School Partnerships, and the Department of Psychology will hold its Spring High School Clinics in the Psychological Sciences. We are expecting about 150 11<sup>th</sup> and 12<sup>th</sup> grade students from USD 500 and other school districts in the KCKCC service area. The goal of the High School Clinics in the Psychological Sciences is three-fold:

- To introduce High School students to the various sub-fields in Psychological Sciences.
- To encourage their subsequent enrollment at KCKCC.
- To demonstrate the continuity between KCKCC and four-year institutions and the Psychological Community at large.




**March 2024 Student Affairs and Enrollment Management (SAEM) Board of Trustees Report**  
**Submitted by Chris Meiers, Ph.D.**  
**Vice President for Student Affairs and Enrollment Management**

**Division-Wide Selected Activities,  
Programs, and Updates**

- **Strategic Enrollment Management Plan Updates**
  - For the Spring 2024 semester, the College has processed 3,321 applications for admission which is 446 more applications than the Spring 2023 semester (15.5% increase).
  - During the first week of February, the Office of Admissions sent text messages for the first time to newly admitted students who still have not enrolled for the Spring 2024 semester. 48 first-time students have enrolled in second 8-week session course since the text message was sent compared to 29 additional first-time students for the same time in 2023.
  - For the 2023-2024 academic year, KCKCC has received 280 more federal financial aid applications compared to the same time for the 2023-2022 academic year (3.5% increase). Due to the Spring 2024 2<sup>nd</sup> 8-week enrollment engagement strategies, the College also received 193 federal financial aid applications in February which was 50 more than last February (35.0% increase).
  - As part of the College's spring 2024 stop out campaign, the Student Success Center Team began calling liberal arts and non-degree seeking students who were previously enrolled. Approximately 600 students will be contacted throughout March, and the Student Success Advisors have already identified students who can graduate this Spring 2024 semester with additional enrollment in the second 8-week enrollment session.
- The Student Support for Program Success team has been planning for the next Student Success Workshop on March 21. This is a continuation of the Student Success Workshop series after the first workshop on January 8, 2024
- For the month of February 2023, the Military and Veteran Center had 19 more visitors compared to February of 2022. This includes 21 visits with the new Kansas Veterans Services representative that the Military and Veteran Center started to host in February.



 Kansas City Kansas Community College


The Student Support for Program Success team invites you to a

**Student Success Workshop**

**March 21 | 1 pm. - 3 p.m.**  
**Technical Education Center RM M118**

**It takes a village!**  
Students connect with KCKCC faculty and staff throughout campus on their path toward graduation. Join us to discover the important role you play in the success of our students! In this workshop, learn how KCKCC's Title III Strengthening Institutions Program grant supports effective advising, timely student intervention, and focused career services activities.

**HOW TO RSVP**

 Scan this QR code or go to  
<https://forms.office.com/r/LRPX5NgxNh>

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## Spring 2024 Enrollment Report

### KCKCC Unduplicated Headcount by Location

CAMPUS (UNDUP at A Location & DUP Across Locations)	03.15.2021 Spring 2021	03.14.2022 Spring 2022	03.13.2023 Spring 2023	03.11.2024 Spring 2024	21-24 Diff - #	21-24 Diff - %	23-24 Diff - #	23-24 Diff - %	Spring 2024 %
AMZN	-	-	-	-	-	-	0	-	-
BL	57	12	86	-	-57	-100.00%	-86	-100.00%	0.00%
DNTWN	-	3	-	-	-	-	0	-	0.00%
FRSC	29	18	9	20	-9	-31.03%	11	122.22%	0.44%
HS	807	815	775	960	153	18.96%	185	23.87%	21.17%
LCF	-	20	19	17	17	-	-2	-10.53%	0.37%
MC	1,253	1,465	1,607	1,594	341	27.21%	-13	-0.81%	35.15%
OC	271	395	253	265	-6	-2.21%	12	4.74%	5.84%
OL	2,100	1,979	1,996	1,988	-112	-5.33%	-8	-0.40%	43.84%
PION	174	164	168	165	-9	-5.17%	-3	-1.79%	3.64%
TEC	640	665	597	654	14	2.19%	57	9.55%	14.42%
USDB	32	55	99	93	61	190.63%	-6	-6.06%	2.05%
VIRT	726	334	164	104	-622	-85.67%	-60	-36.59%	2.29%
<b>Total UNDUP Headcount</b>	<b>4,360</b>	<b>4,430</b>	<b>4,374</b>	<b>4,535</b>	<b>175</b>	<b>4.01%</b>	<b>161</b>	<b>3.68%</b>	<b>100.00%</b>

Note: Enrollment at each location is unduplicated. However, enrollment across locations (A student can be counted in two locations) is duplicated. The Total however, is unduplicated (unique counts) headcount.

Status	Spring 21	Spring 22	Spring 23	Spring 24	21-24 #	21-24 %	23-24 #	23-24 %	Sp 2024 %
First-time	577	647	669	672	95	16.46%	3	0.45%	14.82%
Returning	3,783	3,783	3,705	3,863	80	2.11%	158	4.26%	85.18%
Gender	Spring 21	Spring 22	Spring 23	Spring 24	21-24 #	21-24 %	23-24 #	23-24 %	Sp 2024 %
Unknown	2	12	32	40	38	1900.00%	8	25.00%	38.46%
Female	2,690	2,589	2,568	2,583	-107	-3.98%	15	0.58%	56.96%
Male	1,668	1,829	1,774	1,912	244	14.63%	138	7.78%	42.16%
Race / Ethnicity	Spring 21	Spring 22	Spring 23	Spring 24	21-24 #	21-24 %	23-24 #	23-24 %	Sp 2024 %
American Alaska Native	23	18	20	16	-7	-30.43%	-4	-20.00%	0.35%
Asian	186	194	183	180	-6	-3.23%	-3	-1.64%	3.97%
Black or African American	796	814	762	818	22	2.76%	56	7.35%	18.04%
Hawaiian Pacific Islander	10	8	7	4	-6	-60.00%	-3	-42.86%	0.09%
Hispanic	965	996	1,188	1,225	260	26.94%	37	3.11%	27.01%
Multi-racial	265	250	238	253	-12	-4.53%	15	6.30%	5.58%
Unknown	181	167	149	237	56	30.94%	88	59.06%	5.23%
White	1,764	1,810	1,759	1,714	-50	-2.83%	-45	-2.56%	37.79%
Non Resident	170	173	68	88	-82	-48.24%	20	29.41%	1.94%

### KCKCC Credit Hours by Location

CAMPUS	03.15.2021 Spring 2021	03.14.2022 Spring 2022	03.13.2023 Spring 2023	03.11.2024 Spring 2024	21-24 Diff - #	21-24 Diff - %	23-24 Diff - #	23-24 Diff - %	Spring 2024 %
AMZN	-	-	-	-	-	-	-	-	-
BL	234	36	321	-	-234	-100.00%	-321	-100.00%	0.00%
DWNTN	-	9	-	-	-	-	-	-	0.00%
FRSC	256	177	87	185	-71	-27.73%	98	112.64%	0.47%
HS	4,344	4,362	4,162	4,901	557	12.82%	739	17.76%	12.38%
LCF	-	200	183	153	153	-	-30	-16.39%	0.39%
MC	7,650	9,872	10,775	11,252	3,602	47.08%	477	4.43%	28.42%
OC	1,236	1,596	786	819	-417	-33.74%	33	4.20%	2.07%
OL	13,716	12,584	12,656	12,778	-938	-6.84%	122	0.96%	32.28%
PION	1,436	1,301	1,361	1,335	-101	-7.03%	-26	-1.91%	3.37%
TEC	7,324	7,881	6,977	7,316	-8	-0.11%	339	4.86%	18.48%
USDB	174	297	347	387	213	122.41%	40	11.53%	0.98%
VIRT	2,578	1,042	628	461	-2,117	-82.12%	-167	-26.59%	1.16%
<b>Total</b>	<b>38,948</b>	<b>39,357</b>	<b>38,283</b>	<b>39,587</b>	<b>639</b>	<b>1.64%</b>	<b>1,304</b>	<b>3.41%</b>	

## Dean of Student Services

**Submitted by Dr. Shawn Derritt, Dean of Student Services**

### Selected Activities, Programs, and Updates

- On February 6, Dr. Derritt provided a review of the Student Code of Conduct policy and procedures to the faculty of Math, Science, Business, and Technology.
- On February 29, Dr. Derritt provided a review of the Student Code of Conduct policy and procedures to the faculty of Arts, Humanities and Communications.
- The Student Services Offices have displayed banners at all college locations to ensure that students are aware of services that are provided to them at all locations by appointment or through virtual appointments.

### Upcoming Activities and Programs

- Training for the student engagement platform, Presence by Modern Campus, is ongoing in anticipation of a launch before the start of the Fall 2024 semester.

## Student Accessibility and Support Services

**Submitted by Department Faculty**

### Selected Activities, Programs, and Updates

- SASS faculty provided the following programs and services to the College community:
  - Test-taking presentation to an Emergency Medical Technician class on February 21.
  - Learning styles questionnaire to the computer support specialist instructor to share with her students.
  - Presentation for instructors on taking effective notes over their online course curriculum, CompTIA.
  - True Colors to seven students in Culinary Arts.
  - Presentation to Basehor High School Special Education teachers, students, and case managers on the transition process from high school to college. In addition, the students were assisted in registering for the Accessibility Management System.
  - Presented with High School Partnerships at Basehor-Linwood High School on the different Career and Technical Education programs available for the Fall semester, and to discuss what disability services look like at the college level.

### Upcoming Activities and Programs

- SASS personnel will participate in the Adjunct Faculty Appreciation Day on March 23.
- SASS personnel will participate in the Centennial Celebration on April 13.

<b>February SASS Utilization</b>	<b>2024</b>	<b>2023</b>	<b>Difference</b>	<b>% Difference</b>
Autism	12	7	5	71.4%
Attention Deficit Disorder	19	25	-6	-24.0%
Blind/Visional Impairment	3	9	-6	-66.7%
Deaf/Hard of Hearing	1	4	-3	-75.0%
Head Injury	0	2	-2	-100.0%
Intellectual Disability	4	5	-1	-20.0%
Learning Disability	51	53	-2	-3.8%
Medical	8	9	-1	-11.1%
Physical	0	3	-3	-100.0%
Psychiatric	27	12	15	125.0%
Other Health Impaired	4	2	2	100.0%
<b>Total</b>	<b>129</b>	<b>131</b>	<b>-2</b>	<b>-1.5%</b>

## Student Health Center

**Submitted by Toni Dickinson, College Nurse**

### Selected Activities, Programs, and Updates

- The Student Health Center hosted an HIV and STD testing event in partnership with Vivent Health. 7 students participated in the testing event.

## Admissions and Recruitment

**Submitted by Teresa Hill-Collier, Director of Admissions and Recruitment**

### Selected Activities, Programs, and Updates

- The Office of Admissions and Recruitment gave 21 individual tours, 6 group tours, and attended 10 community events in the month of February.

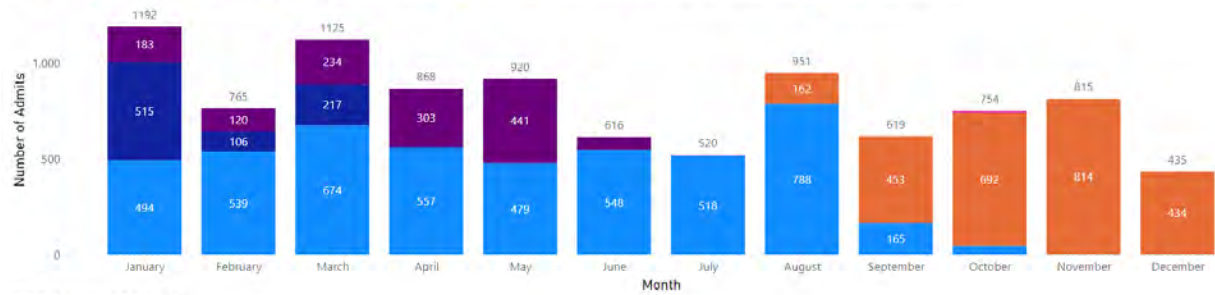
### Upcoming Activities and Programs

- March 5: The Office of Admissions and Recruitment will host USD 500 MEP participants on campus.
- March 7: The Office of Admissions and Recruitment will attend the Urban Youth Academy event.
- March 11: The Office of Admissions and Recruitment will attend the NAPE, National Alliance for Partnerships in Equity Training.
- March 21: The Office of Admissions and Recruitment will visit Wyandotte High School.



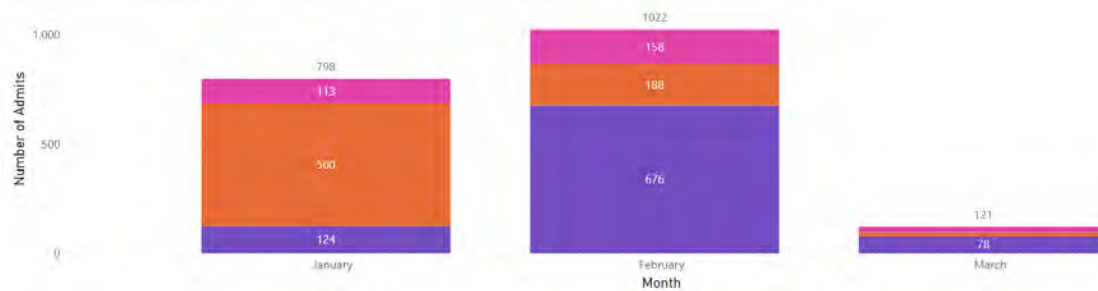
## 2023 Admitted Students

Entry Term ● Fall 2023 (August - December) ● Spring 2023 (January - May) ● Spring 2024 (January - May) ● Summer 2023 (June - July) ● Summer 2024 (June - July)



## 2024 Admitted Students

Entry Term ● Fall 2023 (August - December) ● Fall 2024 (August - December) ● Spring 2024 (January - May) ● Summer 2024 (June - July)



## Athletics

Submitted by Greg McVey, Director of Athletics

### Selected Activities, Programs, and Updates

- Men's Basketball ended the regular season with a 21-9 overall mark and secured the KJCCC regular season conference championship after defeating Hesston College 78-55 on February 28 and the #1 overall seed for the KJCCC/Region 6 Tournament. Sophomore **Reggie Morris (Kansas City, MO)** continues to lead the team with 12.4 points per game and **Caleb Jones (St. Louis, MO)** continues to lead the team with just over 7 rebounds and leads the team as he dishes out 3.7 assists per game. In the first round of the tournament, the Blue Devils defeated the #8 seeded Allen County Community College Red Devils by a score of 106-55.
- Women's Basketball finished the regular season with a 20-9 overall record and an 8-4 record in the KJCCC which secured the #3 seed in the upcoming KJCCC/Region 6 Tournament. Sophomore **Jada Johnson (Kansas City, MO)** continues to lead the team with 20.5 points per game and 7.2 rebounds per game. Sophomore **Victoria Jones (Kansas City, MO)** continues to be a spark plug for the offense and is averaging 6.2 assists per game. The team



defeated #6 seed Hesston College in the First Round of the KJCCC/Region 6 Tournament on February 28 by a score of 79-49 and in doing so raised their overall record to 21-9 on the season.

- For the third time this season, sophomore **Caleb Jones** was named KJCCC Men's Basketball Player of the Week for week 15 of the basketball season. Jones averaged 17 points a game and grabbed 8 rebounds per game.
- Spring sports are just starting with baseball and softball starting their 2024 seasons in February. Baseball finished the month of February with an 8-2 mark highlighted by a three-game sweep of KJCCC rival Barton County College on Friday February 23 and 24. Softball finished February with a 2-4 overall record highlighted by a 5-4 win against a tough Iowa Central Community College team on February 24. Both teams are positioned to have great 2024 seasons.



### Upcoming Activities and Programs

- All game times, previews and recaps are always available at Kansas City Kansas Community College Athletics at [bluedevels.kckcc.edu](http://bluedevels.kckcc.edu).
- KJCCC/Region 6 Tournament 2<sup>nd</sup> rounds matches will be at Johnson County Community College on March 7. The men's basketball team will play Fort Scott Community College and the women's basketball team will play Allen County Community College.
- The KCKCC Blue Devil Classic Golf Tournament will be on August 2, 2024, at Dub's Dread Golf Club.



## Counseling & Advocacy

**Submitted by Linda Warner, LCPC, Director**

### Selected Activities, Programs, and Updates

- Counselors held a Leap Day event, inviting students to enjoy a snack, create art and engage in conversation about goals for their next four years.
- Counselor caseloads-Counselors had 17 new student intakes, served 42 students with 102 counseling appointments in February.

## Enrollment Management Information Systems

**Submitted by Sam Landau, Enrollment Management Information Systems Coordinator**

### Selected Activities, Programs, and Updates

- Prospect Imports – The process to import prospective students into the admissions application platform, CRM Recruit, has been identified and can now regularly import prospective student



leads and inquiries from external sources. This process will improve response time and facilitate more effective recruitment strategies for the College.

- Quick Campaign – Utilizing CRM Recruit, a quick campaign in the form of an email was sent to applicants of recent previous semesters that did not follow through to enroll in a course. The college promoted the prospective students to enroll in a spring 2024 second 8-week session to advise them it is not too late to enroll for Spring. More campaigns like this will be built and evaluated for overall effectiveness in increasing the number of applicants that enroll.
- Call List for 8-week campaign – In a collaborative effort between Student Success Center and the EMIS Coordinator, a spreadsheet was created to help KCKCC advisors and program coordinators call stop-outs to promote the second 8-week session.

## Military and Veteran Center

Submitted by Wade Abel, Director

- February 5-6: Army and Navy recruiters visited the Military and Veterans Center to talk to students about opportunities to pay for college.
- February 13: The Military and Veterans Center provided free box lunches to military-affiliated students.
- February 23: The Student Veterans Organization hosted a bowling event for military affiliated students and their family members.



## Upcoming Activities and Programs

- In recognition of Women's History month, the Military and Veterans Center will highlight KCKCC female veterans and other women that have served in the military. The Military and Veteran Center will provide a Bunt cake treat for KCKCC female veterans on March 25.
- The Military and Veterans Center will offer a "taste" of the military by providing Meals Ready to Eat (MRE) on March 20 with military recruiters.

## February Military and Veterans Center Visitors

Reason for Visit	2022	2023	2024
Study	27	29	57
Computer Use	10	10	1
Benefits Question	11	7	11
Enroll & Application Questions	6	1	2
Socialize	44	77	51
Veterans Service Representative			21
<b>Total</b>	<b>98</b>	<b>124</b>	<b>143</b>

## Registration and Records

Submitted by Theresa Holliday, Registrar

### Selected Activities, Programs, and Updates

- For the month of February, the Registrar Office processed 1,446 transactions which was 28% fewer transactions than happened in 2023. The Registrar Office has seen significant increases in transfer evaluation that is alignment with the Strategic Enrollment Management plan priorities.

February Transactions	2023	2024	Difference
Enrollment verifications	82	69	-13
FERPA Forms	0	3	3
Grade Changes	42	15	-27
Graduation Applications	270	12	-258
Incoming Transcripts	427	198	-229
Instructor Withdrawals	0	59	59
Major or Catalog Changes	248	72	-176
Outgoing Transcripts	749	498	-251
Program Substitutions, Deviations or Waivers	0	11	11
Residency Correspondence	0	12	12
Student Contact Information Updates	143	51	-92
Student Degrees/Certificates Conferred	0	13	13
Student Reinstatements	0	41	41
Student Schedule changes	46	41	-5
Student Withdrawals	3	129	126
Transfer Credit Evaluations	23	228	205
Unofficial Transcripts	0	12	12
<b>Grand Total</b>	<b>2033</b>	<b>1464</b>	<b>-569</b>

## Student Engagement

Submitted by Mark Nelson, Director of Student Engagement

### Selected Activities, Programs and Updates

- The Office of Student Engagement partnered with Student Senate and the Department of Athletics to have spirit buses for Men's and Women's basketball teams opening rounds of the NJCCA Region VI post-season tournament at Metropolitan Community College that included a charter bus and dinner. 30 students and staff were on the spirit bus and about 40 more traveled alone.

## Upcoming Activities and Programs

- The annual Easter Egg Hunt program with Student Seante and student organizations will be March 30 at the TEC location.
- Student groups have been asked to assist Student Senate with working the carnival games that will be at the Centennial Celebration.

## Student Financial Aid

**Submitted by Tammy Reece, Director**

### Selected Activities, Programs and Updates

- KCKCC Student Financial Aid staff assisted three partner high schools at five different events in February.
- KCKCC will offer FAFSA assistance to the public on March 13 and March 14 on the main campus and will assist students on the TEC and PCC campuses on March 18 and March 19.
- The United States Department of Education (DOE) remains committed to the timelines for the release of student financial aid data and support to colleges noted in their February announcement.
  - The DOE will begin transmitting batches of FAFSA information (ISIRs) starting in the first half of March.
  - The Student Aid Index (SAI) calculation for student aid will reflect the updated SAI tables and the language in the Extension of Continuing Appropriations and Other Matters Act, 2024 that resets the -\$1,500 minimum threshold on the allowance for negative income earned by dependent students.
  - The Student Financial Aid Office has requested technical assistance from the DOE through this process to facilitate timely delivery of financial aid to students and awaiting a response. According to data released by the DOE, 450 institutions have requested support.

### Financial Aid Applications Received as of March 6

Academic Year	Total Number of Records	Records Received in February
<b>2023-2024</b>	8309	193
<b>2022-2023</b>	8029	143
<b>2021-2022</b>	8387	170

### Financial Aid Disbursed to Student Accounts as of March 6

Academic Year	FALL	SPRING	SUMMER	TOTAL
2023-2024	\$5,230,923	\$3,874,100		\$9,105,023
2022-2023	\$4,975,335	\$4,267,820	\$649,824	\$9,892,979
2021-2022	\$4,969,853	\$4,378,343	\$709,512	\$10,057,708

**\*\*Does not include third party payments, KCKCC Foundation Scholarships or Covid Relief Funds.**

## Student Housing

**Submitted by Nicole Wilburn, Director**

### Selected Activities, Programs, and Updates

- Student Housing conducted interviews for Resident Assistants for the 2024-2025 Academic Year. It is anticipated that all seven residents will be new this year since living on-campus for one year is now a preferred qualification.
- Student Housing professional staff scheduled meetings with all students living in Centennial Hall who had a grade point average of 2.0 or less for Fall 2023 to discuss strategies to help them improve their academic performance for future semesters.
- Contracts for the 2024-2025 Academic Year and Summer 2024 opened on March 1. The priority deadline for contracts for non-student-athletes is April 1 and room assignment will begin shortly after that for approximately 90 beds. Based on expected athletic roster sizes, 166 beds are being reserved for student-athletes who must submit their contracts by June 15 before they are made available to other students.
- Student Housing partnered with troopers from the Kansas Highway Patrol to educate students on the dangers of driving impaired. Students were able to wear “drunk goggles” and ride tricycles as well as conduct a mock field sobriety test. The students had a great time and learned important lessons prior to Spring Break.



## Student Success and Retention

**Submitted by Brady Beckman, Director of Student Success, and Retention**

### Selected Activities, Programs, and Updates

- Career Services hosted a series of events for the Health Science Career Fair. This included two virtual prep sessions that were designed to prepare and equip students to engage with employers at the Health Sciences Career Fair. 32 local employers participated at the February 6 Health Sciences Career Fair and nearly 100 KCKCC students attended.
- Representatives from the University of Missouri-Kansas City will visit with the Student Success Center team to discuss transfer partnership opportunities for KCKCC Students on February 27.
- The Student Success Center team has continued to develop academic program maps as well as student success and completion plans in accordance with the guided pathways objective of the Title III grant. All degree and certificate program maps are anticipated to be completed by April 1<sup>st</sup>.

- For the month of February:
  - The Student Success Center continued to see a significant increase in student traffic. There were 276 in-person advising appointments in January, which is a 67% increase compared to February 2023 (165), and 119% increase compared to February 2022 (126).
  - 221 students completed placement tests in February 2024.

In-Person Advising Interactions



Total Placement Tests Completed by Month and Year



### Upcoming Activities and Programs

- March 6-KU at KCKCC Student Information Fair and Centennial Celebration
- March 7-Student Success Center representatives will attend the Great Jobs KC Quarterly Convening.
- March 28-Career and Technical Education Career Fair
- April 10-Spring 2024 Transfer Fair at the Main Campus

## Student Supports for Program Success

**Submitted by Dr. Gena Ross, Director of Student Support for Program Success**

### Selected Activities, Programs, and Updates

- Planning for the College's first annual performance report for the Title III report that is due April 5, is underway. The College will host an external evaluator on March 25-26, 2024, to review Year 1 progress and provide feedback in preparation for Year 2.

## Upward Bound Academy

**Submitted by Cicely Bledsoe, Advisor**

### Selected Activities, Programs, and Updates

- Upward Bound Academy conducted a 2-day "Say It with Music" workshop with the scholars. The students had the opportunity to compose an [original song and music video](#) with music producers and videographers from Atlanta to create a music video. The students were thankful for the opportunity to express themselves in a creative and fun way.

### Upcoming Activities and Programs

- Upward Bound Academy will be conducting local college tours to Kansas Christian College, Missouri Western University, and William Jewell College during Spring Break.
- Upward Bound Academy will be hosting an ACT boot camp event, presented by TPT during the Saturday session on March 30<sup>th</sup>.
- Planning for the June six-week summer session has begun. The focus will be strengthening student skills in math, English, science, foreign language, and sociology. Activities will also include college trips, excursions, and meaningful experiences.



# EDUCATIONAL INNOVATION GLOBAL PROGRAMMING

Submitted by: Fabiola Riobé, Ed.D, MBA

## BOT REPORT – MARCH 2024

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*The mission of the Office of Educational Innovation and Global Programming is to foster educational excellence, innovation, and global engagement within Kansas City Kansas Community College by providing transformative learning experiences and promoting cultural understanding and global awareness among students, faculty, and staff.*

# EXECUTIVE SUMMARY

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This executive summary presents the key accomplishments and updates within the Educational Innovation and Global Programming (EI&GP), reflecting the Division's continuous commitment to educational excellence, community engagement, and global outreach.

- ◆ A Turner Cosmetology student received the R. A. Long Foundation Scholarship, facilitating the purchase of supplies for their participation in KCKCC's Technical Education Program, underscoring the college's commitment to supporting vocational and technical education.

## Strategic Projects and Partnerships

- ◆ There was a Kansas Board of Regents (KBOR) monitoring visit, alongside pursuits for additional funding like the Dollar General Grant to support our GED students.
- ◆ A collaborative effort with high school partners has been fortified. The aim is to enhance the learning journey for students in Spanish I and II, including assessments to ensure course suitability and to optimize learning outcomes. Site visits for assessments are being organized, which will bolster student engagement and academic performance.
- ◆ The upcoming High School Psychological Clinic on March 21st, 2024, will engage 11th and 12th graders with a practical introduction to various psychology disciplines and an Admissions presentation, connecting academic content with real-life applications and college readiness.
- ◆ EI&GP is pioneering a significant collaboration with the Kauffman Foundation through the Pro Experience (ProX), which aims to connect high school students with real-world learning experiences.
- ◆ EI&GP's Professional Development has been enhanced through participation in conferences like National Alliance for Partnerships in Equity (NAPE) and the Dual Enrollment Conference, focusing on equity and expansion of dual enrollment to underserved populations. Insights from the 2024 Dual Enrollment Conference will inform strategies to expand our dual enrollment programs, with an emphasis on underserved communities, reflecting a commitment to inclusivity and educational access.

## Community and Global Engagement

- ◆ The international student visa (F1) program is thriving with 55 active international students, indicating a robust global presence.
- ◆ Active involvement in committees such as NAFSA Academy and the International Education Committee, along with initiatives like KIE presentations, continues to solidify our role in international education.

## Innovations in Online Education

- ◆ Online Education is transitioning to Blackboard Ultra, promising a streamlined and engaging learning environment with the support of Artificial Intelligence (AI).
- ◆ Training for faculty is scheduled, and a Helpdesk software has been implemented to track and respond to support needs effectively.
- ◆ The Online Education Services team facilitated a high volume of Zoom meetings, supporting virtual learning and engagement across programs.



## Workforce Innovation

- ◆ Through Success Coaching, Open House events, and various outreach initiatives the KCKCC Workforce team is intensively leading collaboration in promotion of our students to gain skills pertinent to the current industry demands.
- ◆ Community outreach efforts have significantly increased, with impressive attendance at events like the Kansas City Federation of Advanced Manufacturing Education (FAME) Open House and engagements such as the Turner Career Fair. The recruiting strategies are yielding tangible results, with a nearly 60% increase in registered students for the KC FAME Chapter compared to last year. Remarkable growth in student registration for FAME programs and active engagement with industry partners, such as Garmin and Rise Baking, highlight the division's impact on workforce development.

The division's diverse range of achievements—from enriching our technical education programs with scholarships to expanding our global footprint through active international student programs—signifies our robust approach to education and our dedication to preparing students for success in a global and interconnected world. We remain committed to innovation, community engagement, and educational equity as we move forward.



*Members of the Educational Innovation and Global Programming Team at the ProX hiring fair.*

*Left to Right: Colin Immesoete, Julius Brownlee, Rich Piper, Fabiola Riobé, Susan Stuart, Richard Wallace, Candice Scott, NaQari Harris, and Victoria Beck*

With Appreciation,

Dr. Fabiola Riobé

Vice President of Educational Innovation and Global Programming

# ADULT AND CONTINUING EDUCATION

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*Dr. Richard Wallace, Director*

Adult Education:

## Celebrations:

- ◆ Saturday, February 10, 2024, the first **Math Boot Camp** was conducted by General Educational Diploma (GED) instructors Melissa Malcolm, Patrice Brewer, and Brian Patrick. 11 students attended three hours of engaging and challenging math instruction to prepare them for the GED test. Additional Boot Camp sessions are in the works. Huge KUDOS to the instructors for giving up their weekend time to help our students.
- ◆ March Enrollment: 56 Additional GED students will be attending orientation March 18-21 and will start classes on March 25
- ◆ During February 41 GED exams were administered with one additional GED completer. To date we have 20 GED Completers.
- ◆ The UKHS "Because-We-Care GED Program" will be inducted into the university's Hall of Fame in June. KUDOS to Christopher Bosserman and Pamela Lefebber for their impact on this program.
- ◆ Additional Celebrations can be found on the Padlet:  
<https://padlet.com/sprichard579/adult-ed-celebrations-2023-24-5rnencqswrtsml3q>

## Updates:

- ◆ Stephanie Prichard attended the Program Leader Meeting along with the Kansas Adult Education Association Conference in Topeka. The conference provided many opportunities for new learning. Shout out to KCKCC English as a Second Language (ESL) instructor, Patricia Weaver for her presentation on teaching reading in the ESL classroom.
- ◆ Laura Kelly, Governor of Kansas, recently proclaimed February 28, 2024, as Adult Education Day in Kansas. *"I attended the awards ceremony at the State Capitol where legislators were available for conversation regarding the importance of Adult Education and the need for additional funding. We are encouraged to continue to share our story with legislators to increase awareness and funding."* – Stephanie Prichard.



- ◆ The Kansas Board of Regents (KBOR) monitoring visit was on March 7. KBOR visited KCKCC to meet with program staff to monitor progress and discuss opportunities for our program. This was a great opportunity for us to showcase the great things happening in Adult Education at KCKCC.

#### Continuing Education:

- ◆ Medical Billing and Coding and Pharmacy Technician have a total of eleven enrollments. (This is the first time since before COVID that we have offered both courses on campus.).
- ◆ We are continuing to receive enrollments for our Ed2go classes.
- ◆ Two Kia Forte vehicles were purchased for Driver's Education (Driver's Ed.) courses and were delivered on 2/28/24. The braking system will need to be removed from the current Driver's Ed. vehicles and will be installed in the new vehicles.

## HIGH SCHOOL PARTNERSHIPS

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### *Mr. Julius Brownlee, Assistant Director*

#### Celebrations:

- ◆ A Cosmetology student at Turner was awarded the R. A. Long Foundation Scholarship in the amount of seven hundred and fifty dollars (\$750). The R.A. Long Scholarship is for students who participate in KCKCC's Technical Education Program. This funding aided the student in purchasing their supplies which were not covered by the high school.

*Ms. NaQari Harris of HSP and  
Student Scholarship Recipient.*



### Cross-Departmental Collaboration:

- ◆ The Foreign Language Department and High School Partnerships recently discussed an opportunity to collaborate with our area high school partner to improve their learning journey in Spanish I and Spanish II.
  - The reading and writing assessment will make sure students are placed in the most suitable course and experience an optimal learning environment that is aligned to their abilities. Students placed in the right course are more likely to feel engaged and challenged, leading to more positive and productive outcomes.
  - The next steps are to set site visits with our dual and concurrent teachers to schedule times for the assessment.
- ◆ The Department for Psychology and The High School Partnership planned the Spring 2024 High School Psychological Clinic. This will take place on March 21<sup>st</sup>, 2024, From 10 AM – 12 PM in the Upper Jewell Hall on the Main Campus.
  - This event is for 11<sup>th</sup> and 12<sup>th</sup> graders who are currently taking Psychology or interested in majoring in one of the psychological disciplines.

*During this time students will:*

- Get an introduction to various subfields of Psychology including Neuroscience, Clinical and Counseling Psychology, Experimental and Social Psychology, Addictions Counseling, and Educational Psychology.
- Be introduced to what KCKCC has to offer via an Admission Presentation.

### Professional Development:

- ◆ **The NAPE (National Alliance for Partnership in Equity)** conference held at Johnson County Community College, allowed us to examine, reflect, and focus on equity as a means for supporting and encouraging students to overcome the many barriers to success.
  - The resources and information that were shared will assist us in looking at our program and its growth through an equitable lens. It gave a firm foundation to reach educational equity and create sustainable change.





*The High School Partnership  
Team, Johnson County  
Community College Dean and  
Facilitators of the NAPE  
workshop.*

- ◆ **2024 Dual Enrollment Conference.** This conference is sponsored by the North Carolina Community College System. It will bring together policymakers, practitioners, and researchers around the shared interests of dual enrollment. Many of the concurrent sessions are centered around the benefits of dual enrollment and how to expand our programs to historically underserved student populations.
- ◆ The HSP Team will leverage the knowledge gained through these experiences, to broaden the program's reach and foster true equity, expanding the role of dual enrollment in a hybrid world, increase capacity beyond our service area, enhancing student engagement and the experience, and learning new strategies to ensure successful transition and sustained persistence.

## INTERNATIONAL SERVICES AND GLOBAL PROGRAMMING

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*Dr. Candice Scott, Assistant Director*

### Current Enrollment

#### F1 VISA students

- ◆ Fifty-five (55) Active international F1 visa students

### Student office visits: Walk-ins and Appointments

- ◆ Thirteen (13) students visited the international office during the month of February.

## Community Engagement

- ◆ The Pro Experience (ProX) acceptance. The Pro Experience is a collaborative effort of community stakeholders whose purpose is to connect high school students with real-world learning experiences through summer internships. Students will build essential skills needed for life after high school, explore career options, and receive a stipend through The ProX Experience.
- ◆ Kansas International Educators (KIE) invited Dr. Fabiola Riobé, Dr. Candice Scott and Ms. Teresa Hill, Director of Admissions to present on April 1<sup>st</sup> during the KIE annual conference hosted at Johnson County Community College.

## Committees

- ◆ Association of International Educators (NAFSA Academy) has started.
- ◆ Centers for International Business Education and Research Consortium has begun.
- ◆ KCKCC Professional Development Committee member
- ◆ KCKCC New American Open House Committee member
- ◆ KCKCC International Education Committee member
- ◆ KCKCC Education Abroad Committee member

## Updates

- ◆ The Association of International Administrators (AIEA) annual conference took place in Washington, DC. The 2024 Annual Conference Theme: Leading International Education at a Crossroads called for innovation and collaboration in institutional approaches to international education. In collaboration with partners from Dominican University of California; College of Lake County, Illinois; Conestoga College, and the University of British Columbia, Canada; Dr. Riobé co-presented two sessions during the annual convening titled:
  - *Internationalization at Community Colleges: Building Understanding for University Senior International Officers (SIO's).*
  - *Unlocking Impact: AIEA New Member Engagement*
- ◆ Kansas International Educators (KIE) invited Dr. Fabiola Riobé, Dr. Candice Scott and Ms. Teresa Hill, Director of Admissions to present on April 1<sup>st</sup> during the KIE annual conference hosted at Johnson County Community College.

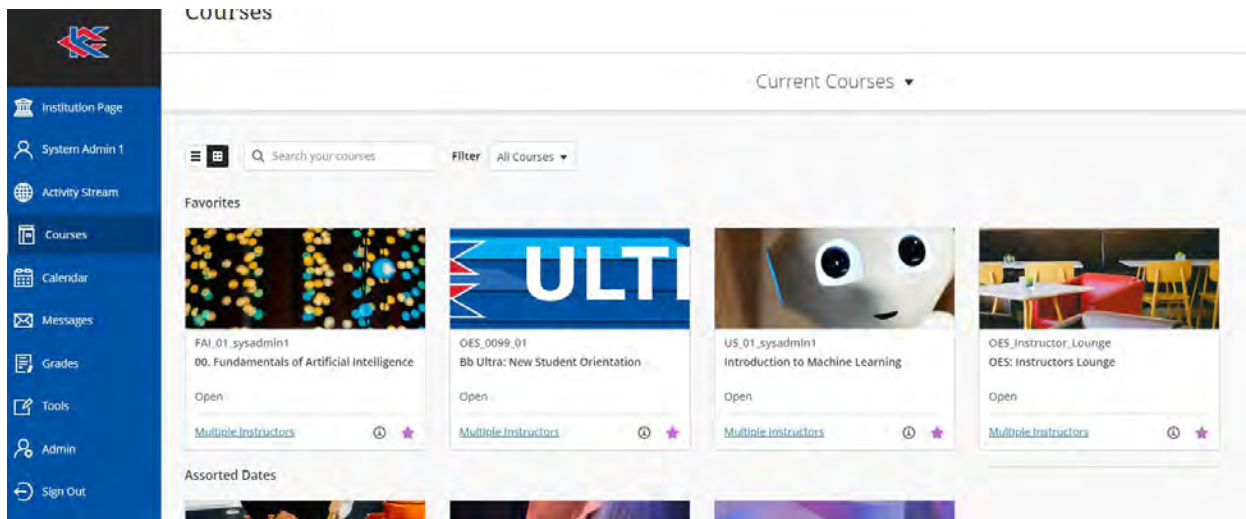


*AIEA Opening Plenary:  
Benjamin F. Chavis, Jr.*

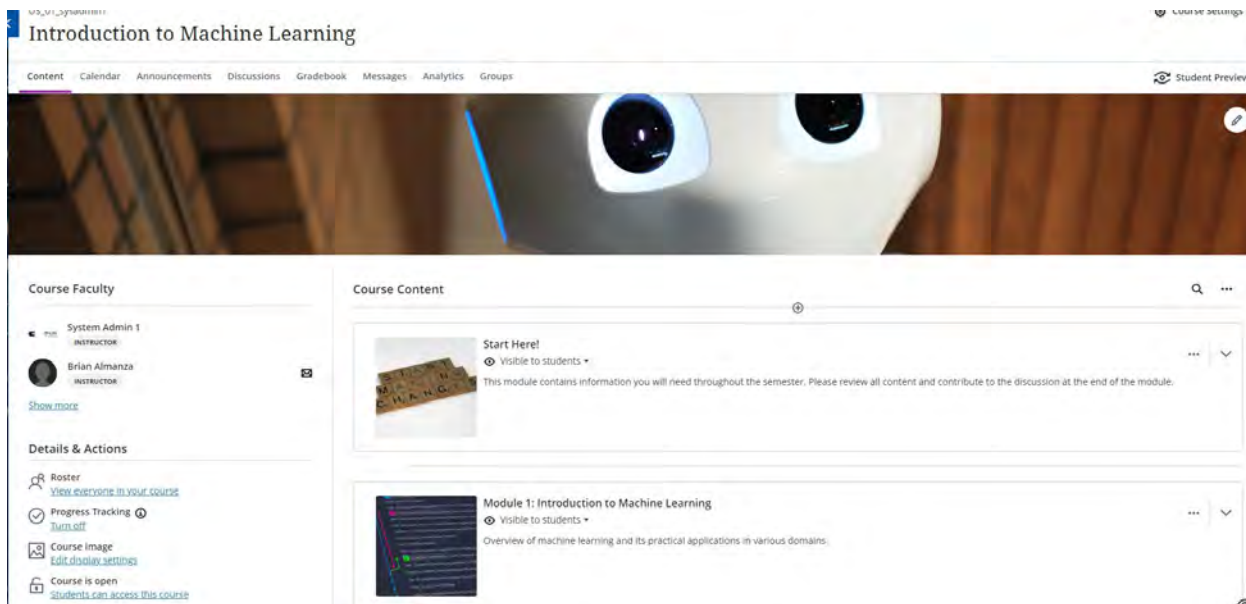
# ONLINE EDUCATION SERVICES

*Ms. Susan Stuart, Director*

- ◆ Online Education Services (OES) is strategically implementing the migration process to the newest and most streamlined version of our learning Management system, Blackboard Ultra (Ultra). It is a vastly different interface from previous versions.



- ◆ With content areas that are simple to navigate yet interesting and engaging, Ultra engages Artificial Intelligence (AI) and uses it to help instructors create classes that encourage students to go to the next level of understanding and competence.



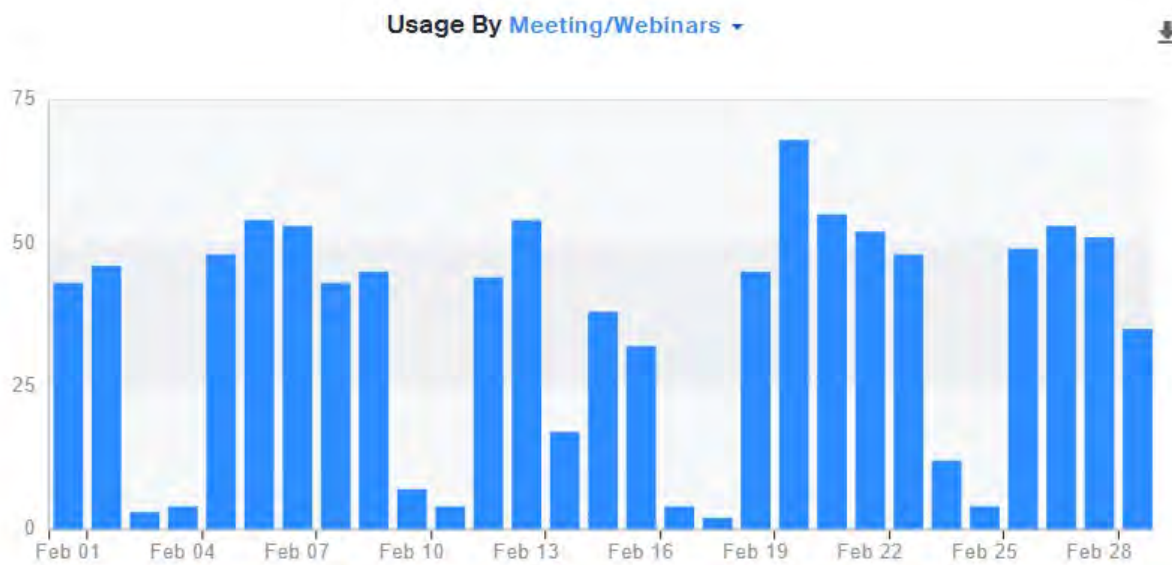
- ◆ OES has been working with Blackboard to develop training for faculty and students that will help them make the most of this new environment. Training for faculty will be available in mid-March with access to a test system at that time.



- ◆ OES participated in the ProX Summer internship program by creating an internship position and project for a high school student to research, create, show, and share on her portfolio. It was an exciting event with hundreds of area high school students. We are looking forward to engaging with our intern this summer!



- ◆ Online Education Services supported Zoom meetings with 5,472 participants (over multiple sessions) clocking 274,430 combined minutes through 1,013 meetings for February 1, 2024, through February 29, 2024. We continue working with users on unsupported versions of Zoom to install updates.

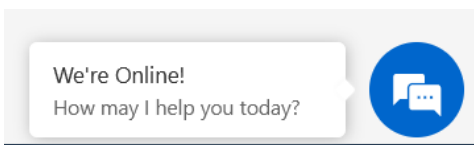


- ◆ OES is in awe over the incredible continued use of our class capture software, Panopto. This number grows each term. We consistently have many views with 2,707 views and downloads in February with 31,230 minutes accessed by 552 unique users.

- ◆ Online Education Services staff resolved approximately 187 logged tickets, calls, or email support requests from February 1 through February 29, 2024. The majority of these are emails and phone calls from students and faculty. To better understand the needs of our students and faculty, OES implemented an easy-to-use Helpdesk software that allow us to track trends in support needs and adjust our training, documentation, and support responses. OES is still working on getting all calls and emails in the ticket OES helpdesk system but currently we are logging about 75%. All tickets were either completed or transferred except for one ticket which is still in progress.



- ◆ The new Online Helpdesk has an easy-to-use searchable knowledge base with separate FAQs for faculty and students. OES has also enabled an office hours chat function. This feature will allow us to convert text chats to tickets seamlessly. The program hopes to see this number grow.



## WORKFORCE INNOVATION

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*Mr. Richard Piper, Director*

- ◆ Success Coaching sessions with second year (every Tuesday) and first year (every Wednesday) AET/FAME students. Concepts shared:
  - Continuous improvement through Lean (Lean is a systematic approach of eliminating waste and increasing flow so that every process step adds value for both the external and internal customers) and Six Sigma (Six Sigma is a methodology and a set of tools, including statistical analysis, which focuses on the identification and reduction of process variation) for professional development sessions.

- Financially literacy concepts:
  - Why it is important to have an emergency fund, buy big ticket items with cash.
  - How to save a portion of your paycheck for such purchases.
  - Do not get caught into the trap of rolling over credit card balances month after month.
  - Paying credit card interests is financial cancer.
  - Is the Rule of 72 working against you.
- ◆ February 6 shared the AET/FAME opportunity with 54 Basehor-Linwood students. Also, speaking on behalf of the college was Mr. Julius Brownlee (Assistant Director of High School Partnerships), Ms. Carly Eastling (Academic Support Facilitator) and Mr. Stites (Coordinator for the Electronics Program).
- ◆ February 6 KC FAME Open House – an incredible event. Approximately 125 individuals from the community came to the open house. 50 plus potential students.
  - Several of the KCKCC Trustees such as Dr. Brenda Scruggs Andrieu, attended the open house and was very impressed with the event.
  - After the open house, four more students entered the National FAME portal to be interviewed to be an AET/FAME student for Fall of 2024.
  - Ms. Mary Stewart, Principal of Wyandotte High School (WHS) had several of her staff come to the open house in support of a second-year student as an AET/FAME student. The student, a Wyandotte High School alum is making over 60,000 dollars a year with National Beef. The student will also be the guest speaker at WHS to share his experiences with the AET/FAME program.
  - Mr. Jeff Range, Quality Inspector for Wichita State University – National Institute for Aviation Research (NIAR) attended to observe how he could use the FAME model with NIAR.
- ◆ February 9 and 23 attended KC FAME Chapter virtual meetings. Key topics are which KC FAME Chapter member will be attending career fairs, Robotics tournaments and other high school activities for recruiting purposes.
- ◆ February 2 and 17 meet virtually with the Mr. Paul Bishop (Garmin) and Ms. Victoria Purvis (Rise Baking) for the purpose of keeping the KC FAME Chapter co-chairs informed on the various recruiting opportunities available in the college's serving area.
- ◆ The Workforce Innovation Team (Dr. Riobé and Mr. Piper) is working with Ms. Kris Green (Chief Marketing Officer) and her team to develop strategies in recruiting AET/FAME students. The

marketing strategies are gaining traction. To support the previous statement in the National FAME portal for the KC FAME Chapter there are 12 students who have registered for the Fall of 2024 semester. In 2023, the college and the KC FAME Chapter had 5 students in the portal. That is a nearly a 60 percent increase from last year.

- ◆ February 22 Mr. Piper served as a guest speaker at WHS to students who were touring KU Medical Center. Ms. Monica Brede of Wyandotte Economic Development Council (WYEDC) coordinated the tour with the emphasis on careers at KU Medical Center and Advanced Manufacturing. Thirty-two students were in attendance of the presentation.
- ◆ February 28 KCKCC Workforce Innovation was present at the Turner Career Fair. The engagement resulted in twenty-four new student contacts with interests in touring the AET/FAME lab, enrolling in the AET/FAME program and future KC FAME Chapter activities. (See pictures below)



*Turner students attending the career fair.*



*Jami and Alexis from Panasonic supporting the KC FAME Chapter.*



## Marketing and Institutional Image Division

Kris Green, Chief Marketing & Institutional Image Officer

March 2024

### Report Summary

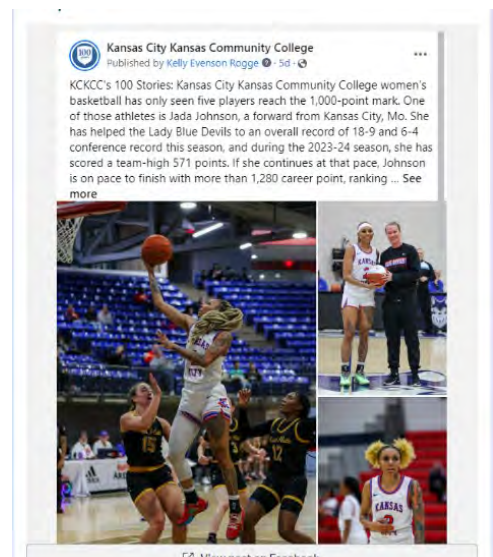
Kris Green presented two sessions at the national conference for the National Council for Marketing and Public Relations in March. She presented with digital advertising partner Clarus about measuring ROI of digital marketing at community colleges. Her second presentation was how to increase marketing productivity with AI.

Centennial plans are underway with increased attention to Centennial activities over the next two months.

Marketing recently completed the Centennial Video which will be shown at the Celebration of the Century dinner on March 28. The Centennial Magazine is in the final review process and will be printed in March. The college is also heavily engaged in planning the Blue Devil Block Party, which will be April 13 located in front of and inside the Jewell Building.

KCKCC 100 Stories project has published more than 70 stories. This last month Jada Johnson's story received the highest organic interaction on Facebook that the social media account has ever experienced with 10,633 impressions. KCKCC continues to increase followers and interactions through paid and organic social media posts.

Theatre and administrative office professional videos were filmed last month and are currently being edited. Two more videos are planned for later in March.



## Graphic Design

Rollie Skinner, graphic designer, assisted many different areas of the college with plaques, flyers, yard signs, invitations, email graphics, and postcards, as well as designing the Celebration of the Century invitation and the Blue Devil Block Party flyer. Rollie also continued updating the layout and design on the centennial magazine.

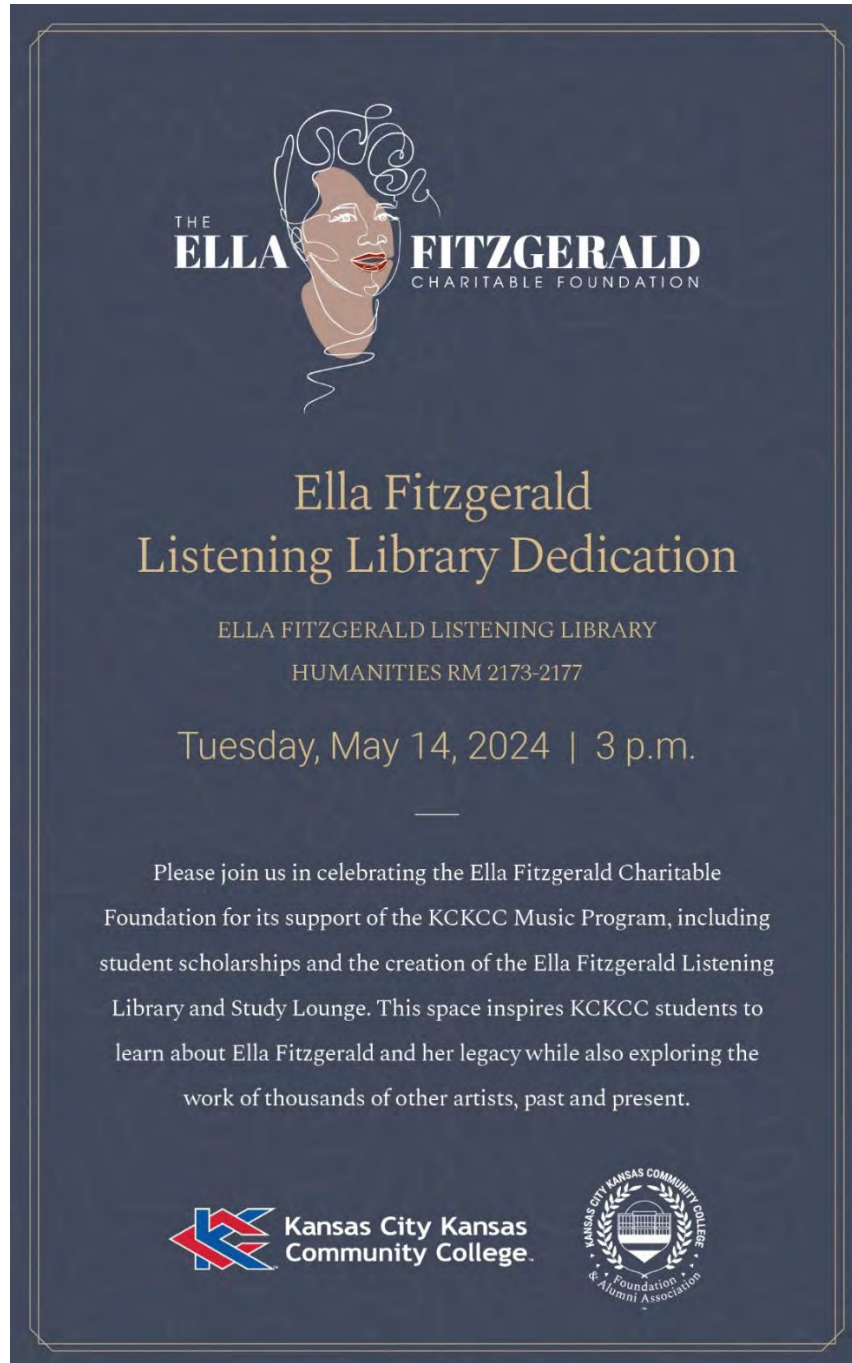
- Spring Transfer Fair Social Media Post



- FAFSA Postcard



- Ella Fitzgerald Listening Library Dedication Invitation





- Blue Devil Block Party Flyer



The flyer features a large, stylized blue devil mascot with horns, wearing a blue basketball jersey with "KANSAS 5 CITY" in red. The background is white with blue and red diagonal stripes. The title "BLUE DEVIL BLOCK PARTY" is in large, bold, white letters on a blue background. Below the title, the date and time "SATURDAY, APRIL 13, 2024 10 A.M. TO 1 P.M." are written in white on a red background. To the left of the mascot, the text "BRING YOUR FAMILY FOR:" is in blue, followed by a list of activities. Below the list, the location "Where: KCKCC Jewell Building 7200 State Avenue Kansas City, KS 66112" is written in red. At the bottom left, there is a "100" logo for "1953 - 2023" and the text "Kansas City Kansas Community College." At the bottom right, there is a QR code and the text "Visit www.kckcc.edu/blockparty for details".

# BLUE DEVIL BLOCK PARTY

SATURDAY, APRIL 13, 2024  
10 A.M. TO 1 P.M.

**BRING YOUR  
FAMILY FOR:**

- Carnival Activities
- Art Walks
- Tours
- Kids Space Hands-On Activities
- Health Fair
- Jazz Performances by our award-winning bands
- Free food
- So much More

**Where:**  
KCKCC Jewell Building  
7200 State Avenue  
Kansas City, KS 66112

Visit  
[www.kckcc.edu/blockparty](http://www.kckcc.edu/blockparty)  
for details

**100**  
1953 - 2023  
Kansas City Kansas  
Community College.



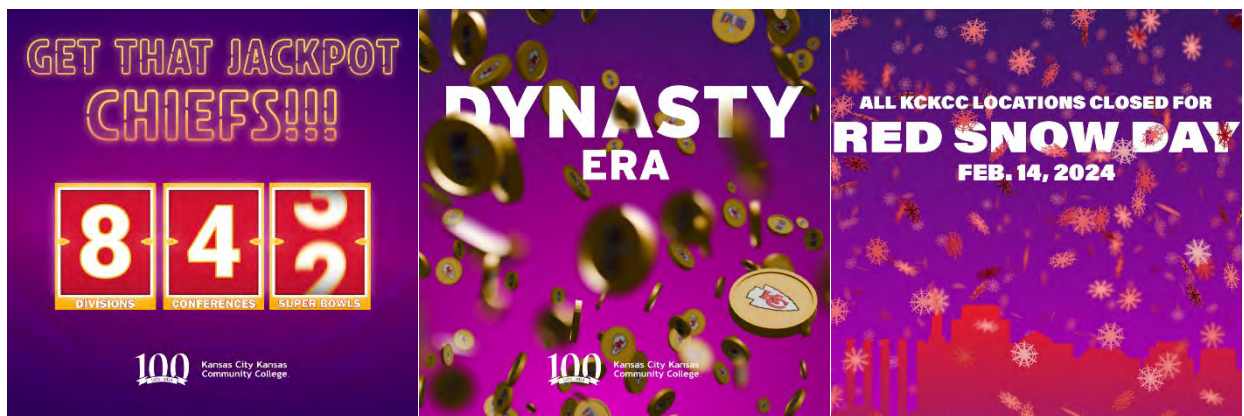
## Print Shop

Kim Lutgen, Print Shop Manager, and Joy Cicero, Production Assistant, produced a multitude of materials during February. From printing for the needs of our faculty to completing numerous marketing pieces for different departments, the Print Shop covered it all. They also printed the invitations and envelopes for the Celebration of the Century dinner. Despite the large demand and last-minute projects, they completed all projects within the given timeline.

## Website Administration

Matthew Fowler, Web Administrator, continued working on several long-term projects, including the website redesign. Beyond the standard website updates, Matt created several Chiefs graphics and ads for the digital advertising campaign. He completed five motion graphics for the outdoor marquees promoting various events and enrollment. Matt took many photos in February, including the two new board members, and continued to take photos and created videos of the demolition occurring at the downtown center location.

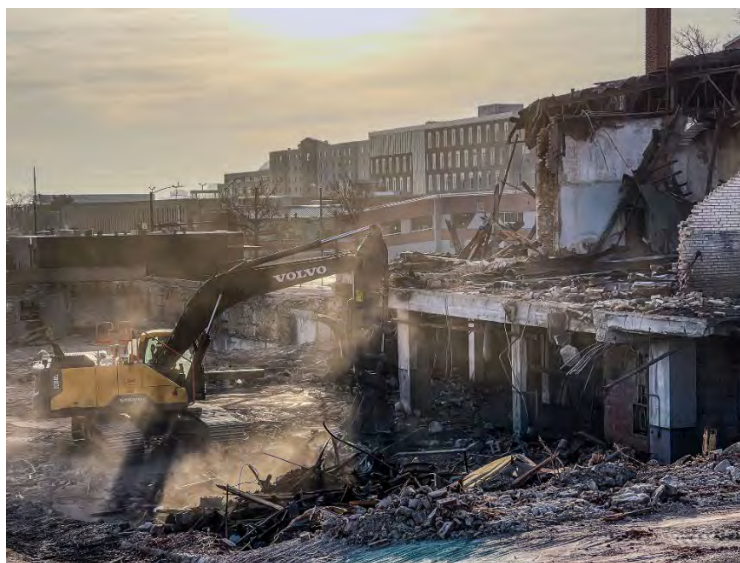
- Graphics for AFC and Super Bowl Victories and Red Snow Day



- Animated Ads for the Digital Advertising Campaigns



- Demolition at Downtown Center Location

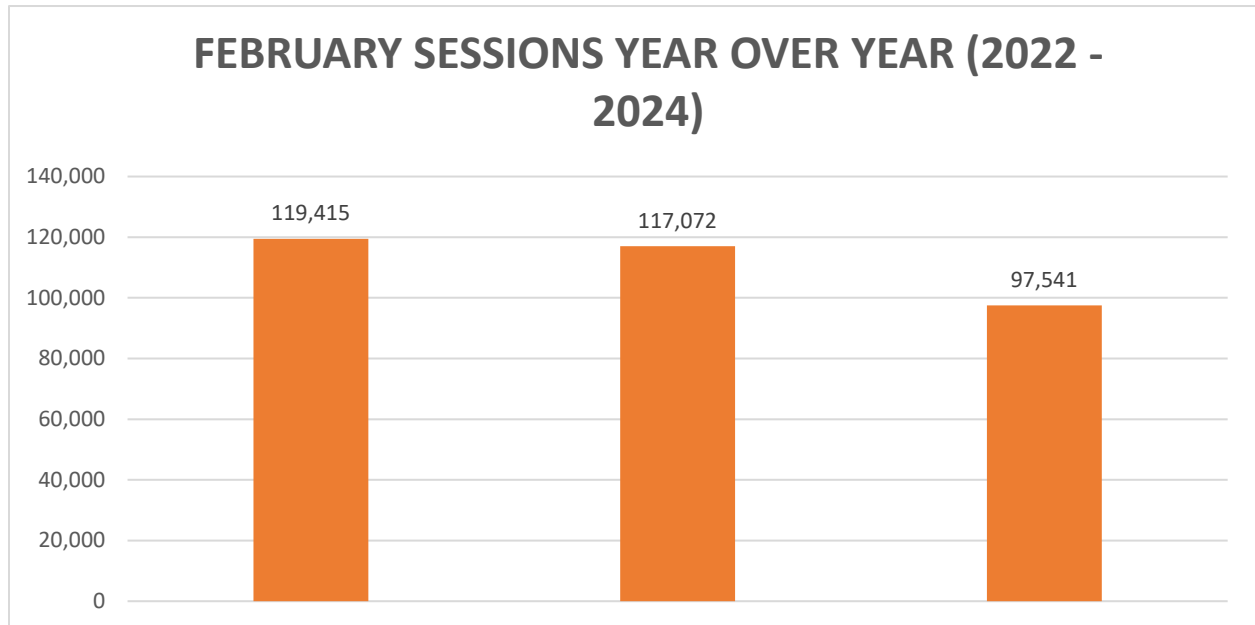


Demolition Videos Link: <https://vimeo.com/920510179/d8c368022f>

### General Website Information

Omar Brenes, Web Architect, offered website editing trainings and follow-up assistance. Omar also assisted with needed forms and changes required for Perkins website information. Omar continued working with Kris Green and Matthew Fowler on the website redesign.

As of mid-2023, Marketing is filtering local KCKCC traffic. Because of this, 2023-2024 numbers may appear to be much lower than previous years, but this is due to those years also including KCKCC traffic.



### Top Webpages for February 2024

Note: As of July 2023, Google has changed the way it reports analytics. Pageviews no longer report as they previously did and thus, we are looking for better ways to present information.

1 Degrees and Certificates

2 Search

3 Get Ready for Enrollment

4 Web Advisor

5 Class Schedule



## Athletics and Student Activities

Charlie Martin, Athletics and Activities Media Specialist II, worked heavily on athletics social media, promoting all four sports that are currently active. He created graphics for the men's basketball team, and videos for both the women's and men's basketball teams. Charlie photographed several events, including the Kansas Highway Patrol visit with students using their "drunk goggles" and KU's visit to celebrate KCKCC's 100<sup>th</sup> birthday. Charlie added to the 100 Stories also.

- Graphic -Men's Basketball Team Winning the KJCCC Regular Season



- “Sights and Sounds” videos created for both Women’s and Men’s basketball
  - <https://twitter.com/KCKCCAthletics/status/1755697287613837370/video/1>
- Videos of both basketball teams encouraging people to come to the first-round games of the KJCCC tournament
  - <https://twitter.com/KCKCCAthletics/status/1764050695022391369/video/2>

- Kansas Highway Patrol Using “Drunk Goggles” with Students

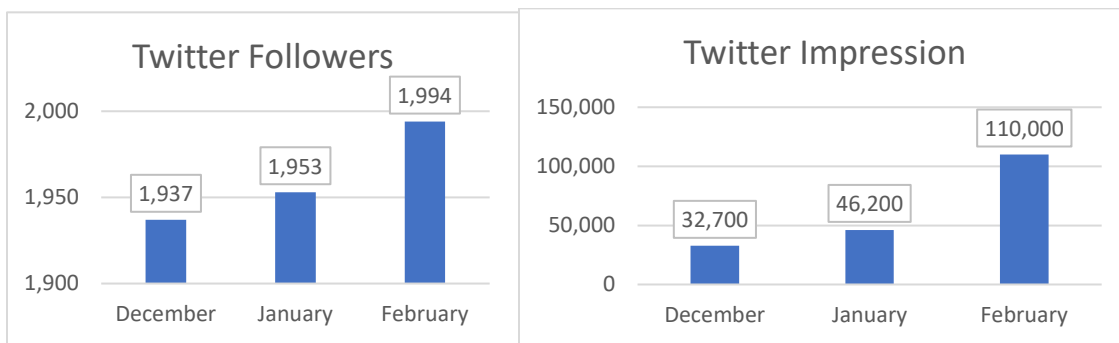


- KU Celebration of KCKCC’s Centennial



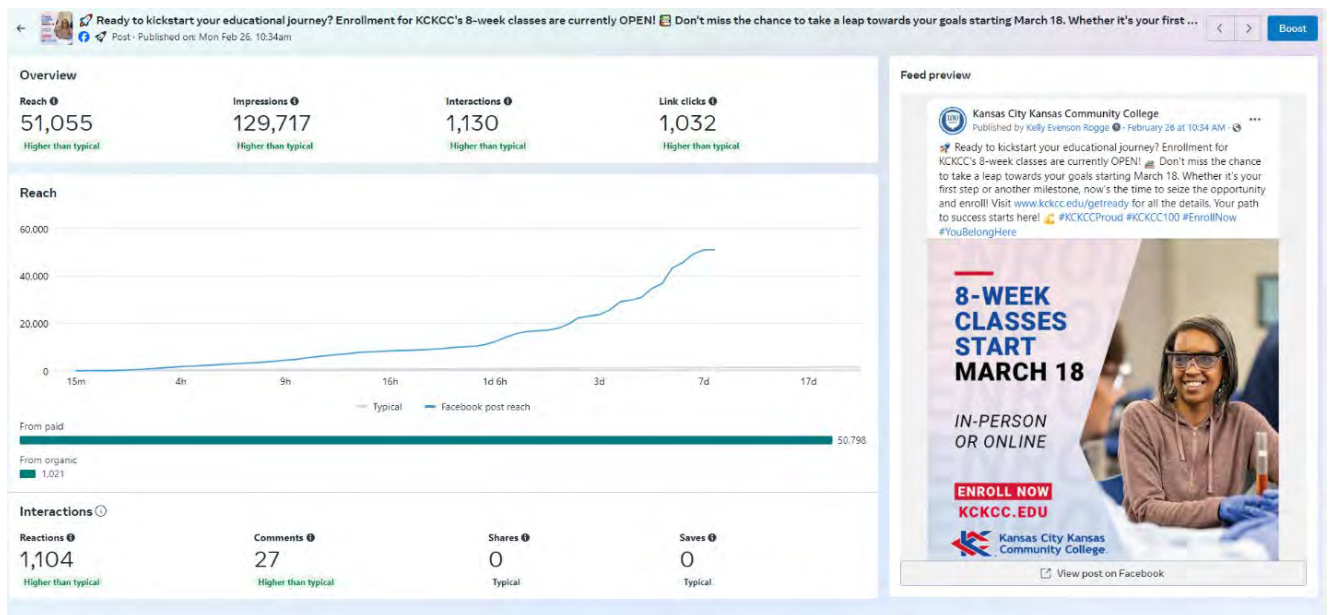
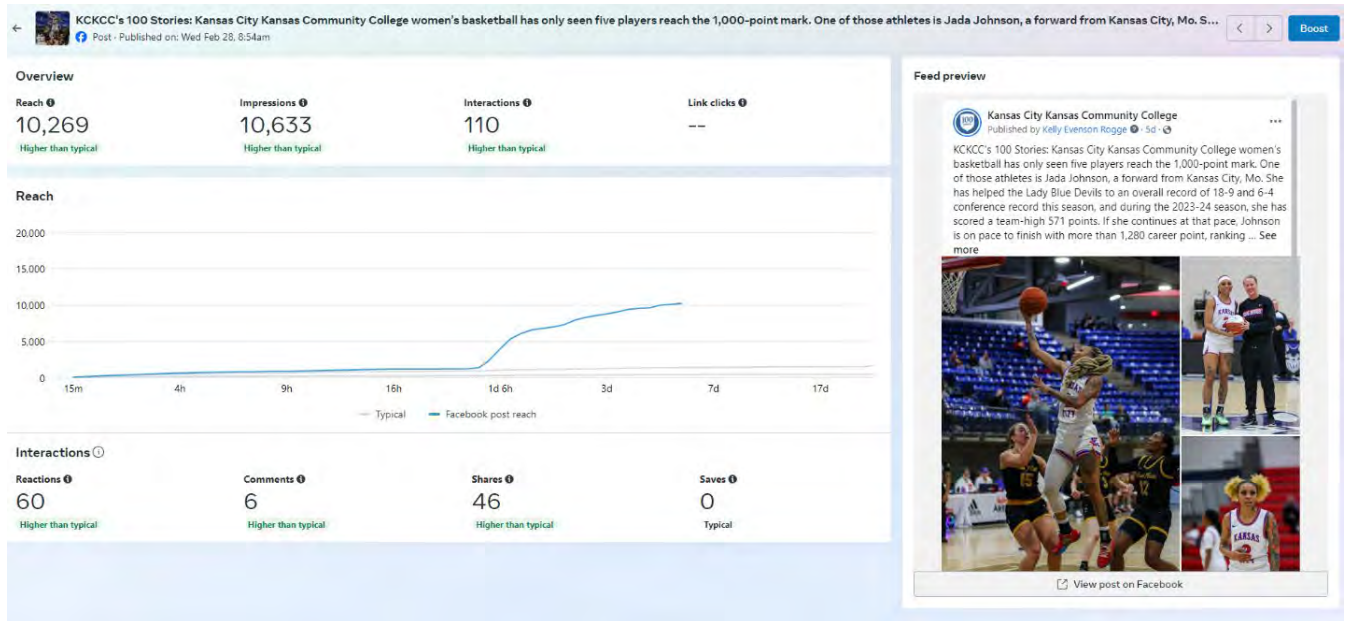
## Athletics Social Media

Athletics social media continued to trend upward in February. Twitter impressions jumped significantly.

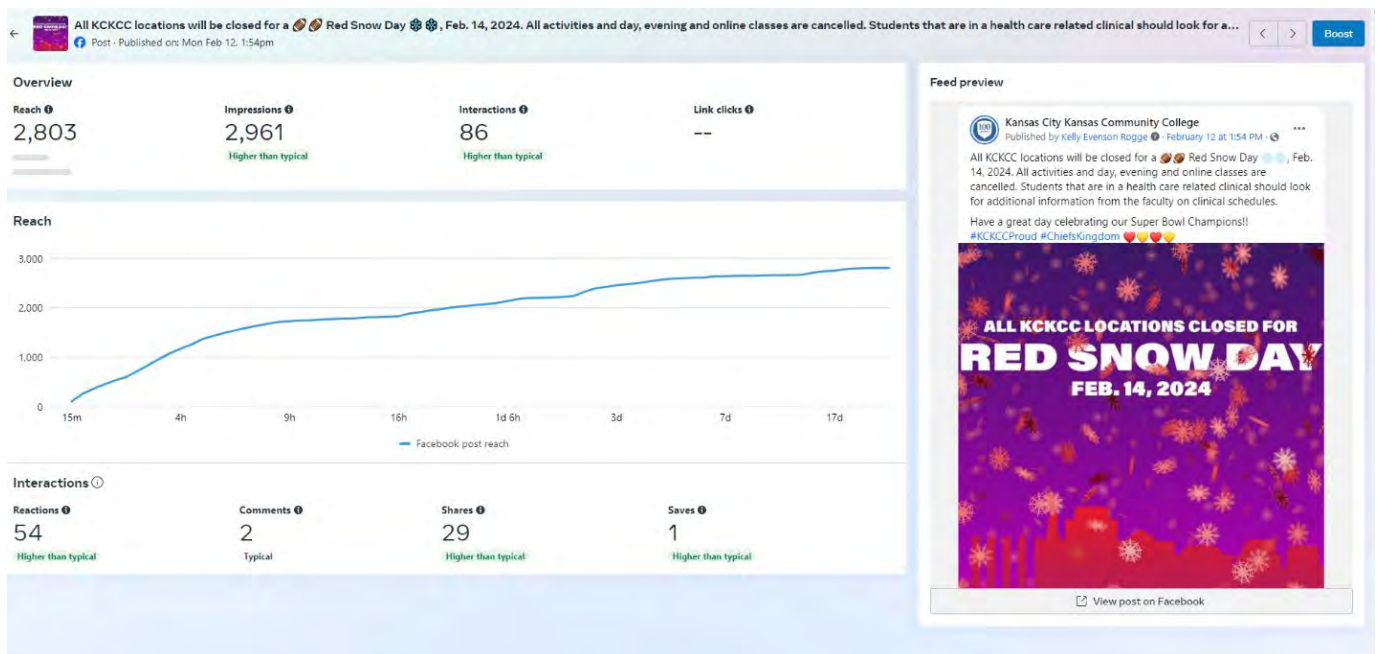
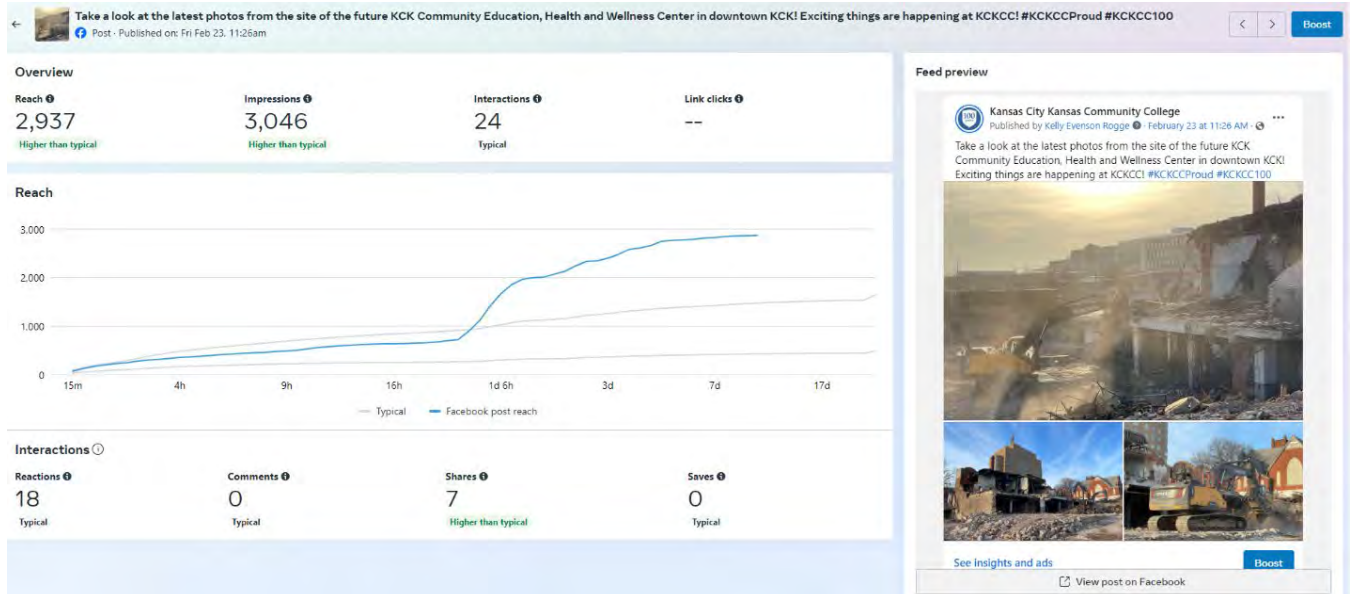


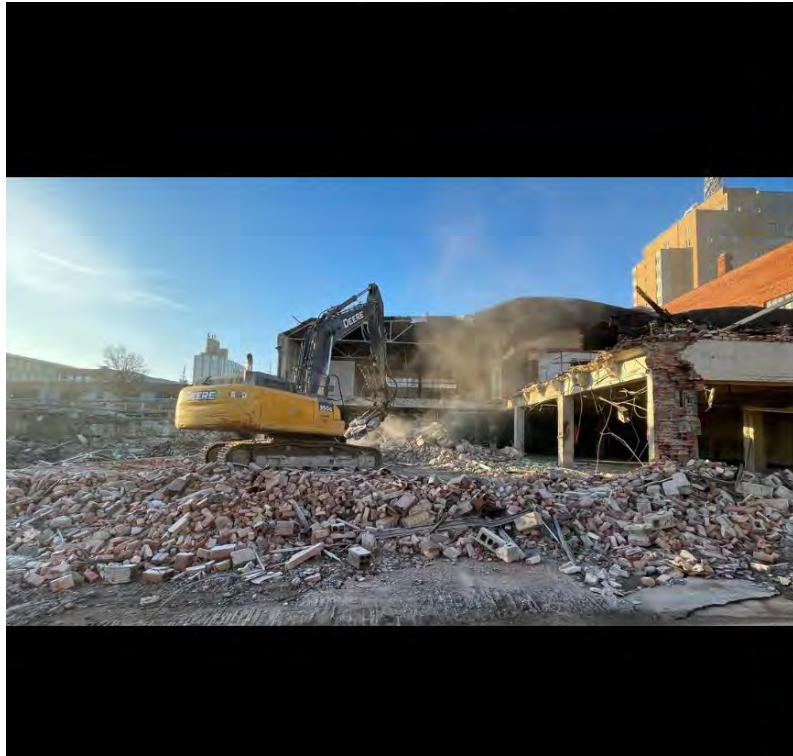
## Social Media

Kelly Rogge, Public Information Manager, posted reminders and encouraged students to enroll and apply for student housing, covered the ongoing progress of the downtown site and celebrated the Chiefs' victories. Kelly continued to assist with edits on the centennial magazine and completed more 100 Stories. Both the 100 Stories post on Jada Johnson and the enrollment post experienced high engagement.









kansascitykccc

Check out the progress at the site of the future KCC Community Education, Health and Wellness Center in downtown Kansas City, Kan.! #KCKCCProud #KCKCC100 #KCKCC #BlueDevils #construction #demo #demolition #future #tec #wyco #community

3w

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

Liked by vfcvenom and 11 others

February 7



kansascitykccc

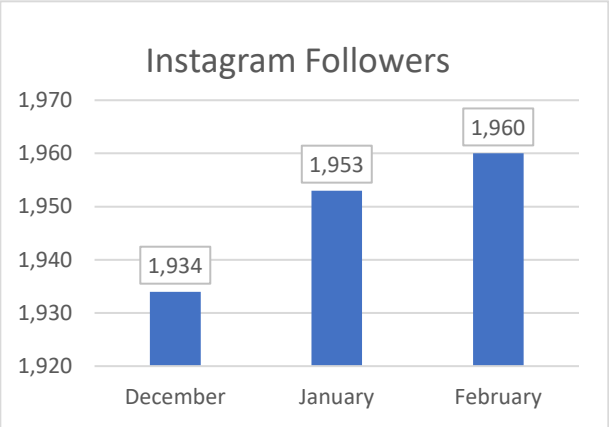
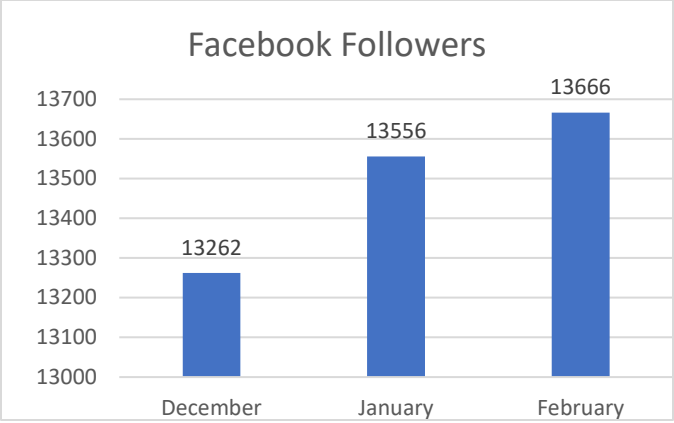
Calling all future Centennial Hall residents! 📢 Applications for the upcoming academic year will open on March 1! 🏠 Don't miss your chance to live in the heart of campus life and create unforgettable memories with your fellow Blue Devils! For more information or to begin the application process, visit [Calling all future Centennial Hall residents!](#) 📢 Applications for the upcoming academic year will open on March 1! 🏠 Don't miss your chance to live in the heart of campus life and create unforgettable memories with your fellow Blue Devils! For more information or to begin the application process, see the link in the bio. #KCKCCProud #KCKCC100 #KCKCC #BlueDevils #residencehall #centennialhall #studentlife #oncampusliving ❤️❤️❤️❤️

1w

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

Liked by kckccceim and 25 others

February 20





**BOARD OF TRUSTEES REPORT**  
**FINANCE, FACILITY SERVICES, & POLICE DEPARTMENT**  
**DR. SHELLEY KNEUVEAN, CHIEF FINANCIAL OFFICER**  
**JANUARY 2024 REPORT**

**EXECUTIVE SUMMARY**

- **Business Office.** The implementation process for the NelNet system is proceeding and should be live by the end of the month for student billing and student payment plans. Additionally, a refresh of the business office space is underway to present a welcoming and professional environment for our students. Facilities is leading this effort including painting, flooring, lighting, and furniture.

A total of \$2.8 million was disbursed to students in federal aid and scholarships. A total of \$1.3 million has been released to students as refunds.

- **Budget.** Work on the FY2425 budget continues. Last month the Board of Trustees approved the tuition & fees beginning fall 2024. Work is underway to update the computer system with the new rates and will be in place with enrollment opens on April 1. The new rates are posted on the College's website.

Additionally, the county assessor presented information on the anticipated assessed value increases this year for our budget planning purposes. This was presented at the Finance Committee and Dr. Mosier shared a copy of the presentation with the full Board of Trustees. Based on his comments, the College should plan for an approximately 10% increase after appeals are completed.

The next presentation will be in June for the Budget Workshop with the Board of Trustees.

- **Jewell Elevator.** The elevator is finally operational. The only pending item is the camera to be installed which is being coordinated. The Fire Marshall allowed us a grace period to get this installed so we could proceed with putting the elevator back in service.
- **Update on Gym Floor, Fieldhouse.** Additional testing of the subsoil conditions has been completed and will provide additional information to develop options to level the gym floor in the fieldhouse. It is anticipated that a repair will occur later this spring and the fieldhouse will be open to athletics in the fall. The remaining games and practices have been relocated to alternative sites. The fieldhouse can be used for non-athletic events in the meantime.

## **FINANCE – DR. SHELLEY KNEUVEAN, CFO**

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### **Purchasing and Grants.**



To encourage more vendors to “do business” with KCKCC, the Purchasing Department attended the Johnson County Supplier Diversity Reverse Expo. This is an opportunity for organizations to share information about their processes and bidding opportunities with vendors.

### **Auxiliary**

**Bookstore.** The Bookstore assisted 6,672 customers in February and sales were \$47,578. The customer count was higher however the sales amounts were down 20%.

## **FACILITY SERVICES – SCOTT GEORGE, FACILITY SERVICES DIRECTOR**

**Update on Gym Floor, Fieldhouse.** Additional testing of the subsoil conditions has been completed and will provide additional information to develop options to level the gym floor in the fieldhouse. It is anticipated that a repair will occur later this spring and the fieldhouse will be open to athletics in the fall. The remaining games and practices have been relocated to alternative sites. The fieldhouse can be used for non-athletic events in the meantime.

**PCC Boiler.** There were issues with the boiler at Pioneer Career Center, which were addressed to ensure heat supply was provided.

**Sewer Failure.** A sewer line failed and flooded the lower level of the Science building on the main campus. Facilities had the line repaired, and dried and sanitized the space properly to ensure no mold growth. Office walls were painted, carpet and cove base were replaced as well.



**Turf at Baseball Field.** The Board of Trustees approved the replacement of the turf at the baseball field which had reached its useful life. The contractor, Hellas, has completed the project. The project is an excellent improvement that will also enhance player safety.

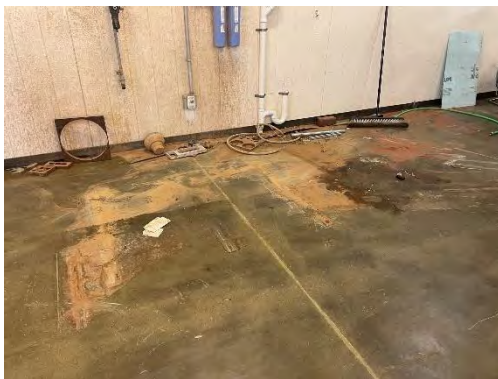


NEW TURF RIBBON CUTTING

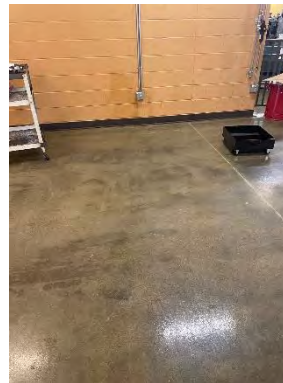
THURSDAY, MARCH 28, 2024

12:30 P.M. AT THE BASEBALL FIELD

**TEC / AET Program Relocation.** To provide more space for the growing Automated Engineering Technology Program (AET), the equipment in the machining shop area was moved to storage. This made a large space available for AET to expand into with the new equipment purchased through the federal earmark, eventually to be moved to the new Downtown Center in 2025-2026. Once the equipment was removed, the floor was damaged. Facilities cleaned and polished the floor as well as painted making the new space much improved for the AET program.



*Before*



*After*

Faculty are in the process of setting up the new space with new and existing equipment.

**ESOL Space Refresh.** The ESOL office remodel was completed which was a strategic initiative funded this year. Patch and paint of the suite, new ceiling grid, electrical update for LED lighting was installed, and new college standard carpet tile system and cove base were installed.

#### **COLLEGE POLICE – ROBERT PUTZKE, CHIEF**

**Police Staffing.** New officers Kenneth Brown and Elijah Jamison will start at the Kansas Law Enforcement Training Center in Hutchinson, KS on March 25 thru June 28, 2024.

New police cadet officer Brandon Huskey started the Kansas Law Enforcement Training Center in Hutchinson, KS on December 18 thru April 5, 2024.

**Safety Training.** A college wide tornado drill was conducted collegewide on March 6.



DATE: March 8, 2024

TO: Board of Trustees, Finance Committee; Dr. Greg Mosier, President

FROM: Dr. Shelley Kneuvean, Chief Financial Officer

SUBJECT: Proposed Revision to the Board Report Format

In discussions with Dr. Mosier, we would like to present a revision to the Monthly Board Report to be considered.

In the past, we have reported the budget including Federal Financial Aid as a revenue and as an expense. Technically, Federal Financial Aid (Pell and SEOG grant funds) is a method of payment for the students to pay their tuition and fees, and other educational costs. The College is responsible for receiving and disbursing these funds from the Department of Education on behalf of the students so the Finance Department does manage these funds. Federal Financial Aid is tracked in a separate fund as a revolving account (money in / money out as a pass through) and processed through a separate College bank account.

Because we report the total anticipated tuition and fees as part of the total operating budget revenues (combined all funds) regardless of how the students pay their tuition and fees, this technically presents the information twice. Because the College does manage the Federal Financial Aid on behalf of the students, we are required to report on these funds and they are independently audited by the College's outside auditor. However, these funds are not available for the operating expenses. Technically, the tuition and fees are the funds available for the operating expenses.

As a result, we believe it is a better illustration to separate out the Federal Financial Aid revenues and expenditures apart from the operating budget. The second page of the Board Report illustrates how this information could be reported. As noted by the yellow highlights, the Federal Financial Aid is removed from the green column as part of the operating budget revenue and reported below the line as a separate revenue and the Federal Financial Aid expenses to the student accounts (to pay for their tuition & fees) and their educational expenses (refunds) are reported below the line as well.

Scholarships would remain above the line as they are revenues awarded to the College and expensed as a scholarship. Depending on the source of funds (student fees, state, or private/local sources), the revenue for these scholarships is captured in the appropriate revenue account. The scholarship expense line includes all disbursements for scholarships.

Third party scholarships (Foundation or other scholarship awarding agencies) that are awarded to individual students directly are not captured on this report in the old or new format. The third-party scholarships are applied to the student's account and applied towards their balance for tuition and fees.



## REVISED FORMAT FOR REPORT

Kansas City Kansas Community College: Month of February 2024							
Federal Financial Aid Revenue and Expense Removed from Operating Budget to Revolving Fund							
	BUDGET FISCAL YEAR FY 2024	YTD ACTUAL 2/29/2024	FORECAST FISCAL YEAR 2024	YTD ACTUAL 2/28/2023	VARIANCE ACTUAL TO BUDGET	YTD COMPARED TO TO BUDGET	
Operating Revenues:							
Student Tuition and Fees	\$ 10,005,336	\$ 8,641,098	\$ 10,005,336	\$ 8,597,755	\$ (1,364,238)	86.36%	
Tuition		6,223,033					
Student Fees		1,636,568					
Course Fees		781,497					
Federal Grants and Contracts	\$ 10,730,729	\$ 593,937	\$ 10,730,729	\$ 7,900,952	\$ (10,136,792)	5.53%	
Federal Financial Aid							
Federal Grants		593,937					
State Contracts	\$ 2,114,603	\$ 742,445	\$ 2,118,129	\$ 792,613	\$ (1,372,158)	35.11%	
Private Gifts, Grants & Contracts	\$ 330,000	\$ 189,500	\$ 330,000	\$ 164,262	\$ (140,500)	57.42%	
Auxiliary Enterprise Revenue	\$ 3,227,118	\$ 3,070,497	\$ 3,227,118	\$ 2,870,052	\$ (156,621)	95.15%	
Bookstore		1,582,139					
Housing		1,488,358					
Other Operating Revenue	391,500	\$ 289,816	\$ 391,500	\$ 352,425	\$ (101,684)	74.03%	
Total Operating Revenues	\$ 26,799,286	\$ 13,527,293	\$ 26,802,812	\$ 20,678,059	\$ (13,271,993)	50.48%	
Nonoperating Revenues (Expenses)							
County Property Taxes	\$ 56,253,307	\$ 31,584,267	\$ 56,253,307	\$ 29,850,288	\$ (24,669,040)	56.15%	
State Aid	\$ 10,130,330	\$ 10,130,330	\$ 10,130,330	\$ 10,359,582	\$ (1,813,308)	100.00%	
SB155 AID	\$ 3,200,000	\$ 3,464,011	\$ 3,464,011	\$ 3,153,507	\$ 264,011	108.25%	
Investment Income	\$ 686,312	\$ 1,248,133	\$ 925,000	\$ 365,805	\$ 561,821	181.86%	
Interest Expense on Capital Asset Debt	\$ (1,094,726)	\$ (896,236)	\$ (1,094,726)	\$ (251,500)	\$ 198,490	81.87%	
Transfer from Reserves	\$ 9,755,069	\$ 2,209,958	\$ 9,868,069		\$ (7,545,111)	0.00%	
Total Nonoperating Revenues	\$ 78,930,292	\$ 47,740,463	\$ 79,545,991	\$ 43,477,682	\$ (31,189,829)	60.48%	
<b>Total Revenues</b>	<b>\$105,729,578</b>	<b>\$ 61,267,756</b>	<b>\$106,348,803</b>	<b>\$ 64,155,741</b>	<b>\$ (44,461,822)</b>	<b>57.95%</b>	
Operating Expenses:							
Salaries & Benefits	\$ 47,281,200	\$ 28,752,581	\$ 47,281,200	\$ 28,583,024	\$ (18,528,619)	60.81%	
Contractual Services	\$ 3,239,640	\$ 1,426,332	\$ 3,239,640	\$ 1,405,663	\$ (1,813,308)	44.03%	
Supplies & Other Operating Expenses	\$ 14,347,050	\$ 10,616,726	\$ 14,523,122	\$ 8,580,313	\$ (3,730,324)	74.00%	
Contribution to Reserves (7% of revenue)	\$ 6,718,216		\$ 6,326,369				
Utilities	\$ 2,105,153	\$ 1,414,251	\$ 2,105,153	\$ 1,416,068	\$ (690,902)	67.18%	
Repairs & Maintenance to Plant	\$ 8,952,250	\$ 2,270,675	\$ 9,324,250	\$ 1,004,274	\$ (6,681,575)	25.36%	
Scholarships & Financial Aid	\$ 8,621,000	\$ 1,490,771	\$ 8,621,000	\$ 6,769,782	\$ (7,130,229)	17.29%	
Strategic Opportunities	\$ 1,250,000		\$ 1,250,000	\$ -	\$ (1,250,000)	0.00%	
Contingency	\$ 350,000	\$ 285,163	\$ 700,000	\$ 15,750	\$ (64,837)	81.48%	
Debt Service	\$ 3,110,000	\$ 145,000	\$ 3,110,000	\$ -	\$ (2,965,000)	4.66%	
Rollover from FY23 to FY24 (\$7.8M federal funds)	\$ 9,755,069	\$ -	\$ 9,868,069	\$ -			
<b>Total Operating Expenses</b>	<b>\$105,729,578</b>	<b>\$ 46,401,499</b>	<b>\$106,348,803</b>	<b>\$ 47,774,874</b>	<b>\$ (42,854,794)</b>	<b>43.89%</b>	
<b>Increase/(Decrease) in Net Revenue</b>	<b>\$ -</b>	<b>\$ 14,866,257</b>	<b>\$ -</b>	<b>\$ 16,380,867</b>	<b>\$ (1,607,028)</b>		
<b>Federal Financial Aid Revolving Fund</b>							
Federal Financial Aid Funds In		\$ 5,917,468					
Federal Financial Aid Funds Out to Student Accounts/Refunds		\$ 5,827,698					
		\$ 89,770					

This is a more typical way for reporting revenues and expenditures for community colleges (JCCC and MCKCKC, for example).

Please let me know if you have any questions or comments.

**Kansas City Kansas Community College**  
**Monthly Financial Summary: February 2024**

Feb-24				
Summary: Net Position	Jan-24	Feb-24	Monthly Change	Comments
Total Assets	\$ 178,369,717	\$ 172,244,712	\$ (6,125,005)	
Total Liabilities	\$ 42,081,129	\$ 41,803,732	\$ (277,397)	
Increase /(Decrease) in Net Position	\$ 136,288,588	\$ 130,440,980	\$ (5,847,608)	H1: Comparison of Monthly NP

Summary: Revenue and Expenses	Jan-24	Feb-24	Monthly Change	Comments
YTD Total Revenues	\$ 63,916,845	\$ 67,185,224	\$ 3,268,379	H2
YTD Operating Expenses	\$ 43,370,668	\$ 52,229,197	\$ 8,858,529	H3
Monthly Change in Net Revenue	\$ 20,546,177	\$ 14,956,027		
Current Month - Burn Rate				Average monthly burn rate =\$7.6M

Highlights / Key Financial Initiatives	
H1	Net position is the difference between assets (current and noncurrent assets) and liabilities (current and noncurrent liabilities). A positive net position demonstrates the financial strength of an institution. For February, net position was \$130,440,980 which was slightly less than last month as the expenses exceeded revenue for the month.
H2	Revenue for the month included \$2.4 million in federal financial aid (which comes in at the beginning of each semester) and additional investment earnings due to the redemption of two Certificates of Deposit (which were reinvested).
H3	Expenditures were up for the month specifically related to federal financial aid being received as revenue and then applied to student accounts or paid out as refunds as a pass through revenue/expense. Other expenses were typical with an increase in supplies and other operating expenses that occurs at the beginning of each term.

Risks / Issues	
R1	As of January 2024, unemployment rates for Wyandotte County were 2.5% and for the State of Kansas were 2%, which was a decline from prior months. January and February figures are not yet available. Historically, lower unemployment rates trend with lower enrollment rates for community colleges as potential students are employed in the workforce, rather than enrolling in college.
R2	The number of retirements and resignations is a challenge facing employers across the country. Wyandotte County has the highest weekly wage in the state of Kansas, followed by Johnson and Leavenworth counties. Unemployment rates and the availability of well-paying jobs are contributing factors making it more difficult for the College to attract quality candidates for position openings, particularly in certain areas.

Kansas City Kansas Community College: Month of February 2024							
		BUDGET	YTD	FORECAST	YTD	VARIANCE	YTD
		FISCAL YEAR	ACTUAL	FISCAL YEAR	ACTUAL	ACTUAL	COMPARED TO
		FY 2024	2/29/2024	2024	2/28/2023	TO BUDGET	TO BUDGET
Operating Revenues:							
	Student Tuition and Fees	\$ 10,005,336	\$ 8,641,098	\$ 10,005,336	\$ 8,597,755	\$ (1,364,238)	86.36%
	Tuition		6,223,033				
	Student Fees		1,636,568				
	Course Fees		781,497				
	Federal Grants and Contracts	\$ 10,730,729	\$ 6,511,405	\$ 10,730,729	\$ 7,900,952	\$ (4,219,324)	60.68%
	Federal Financial Aid		5,917,468				
	Federal Grants		593,937				
	State Contracts	\$ 2,114,603	\$ 742,445	\$ 2,118,129	\$ 792,613	\$ (1,372,158)	35.11%
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	Other Operating Revenue	391,500	\$ 289,816	\$ 391,500	\$ 352,425	\$ (101,684)	74.03%
	Total Operating Revenues	\$ 26,799,286	\$ 19,444,761	\$ 26,802,812	\$ 20,678,059	\$ (7,354,525)	72.56%
Nonoperating Revenues (Expenses)							
	County Property Taxes	\$ 56,253,307	\$ 31,584,267	\$ 56,253,307	\$ 29,850,288	\$ (24,669,040)	56.15%
	State Aid	\$ 10,130,330	\$ 10,130,330	\$ 10,130,330	\$ 10,359,582		100.00%
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	Transfer from Reserves	\$ 9,755,069	\$ 2,209,958	\$ 9,868,069		\$ (7,545,111)	0.00%
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	Contribution to Reserves (7% of revenue)	\$ 6,718,216		\$ 6,326,369			
	Utilities	\$ 2,105,153	\$ 1,414,251	\$ 2,105,153	\$ 1,416,068	\$ (690,902)	67.18%
	Repairs & Maintenance to Plant	\$ 8,952,250	\$ 2,270,675	\$ 9,324,250	\$ 1,004,274	\$ (6,681,575)	25.36%
	Scholarships & Financial Aid	\$ 8,621,000	\$ 7,318,469	\$ 8,621,000	\$ 6,769,782	\$ (1,302,531)	84.89%
	Strategic Opportunities	\$ 1,250,000		<sup>1</sup> \$ 1,250,000	\$ -	\$ (1,250,000)	0.00%
	Contingency	\$ 350,000	\$ 285,163	<sup>2</sup> \$ 700,000	\$ 15,750	\$ (64,837)	81.48%
	Debt Service	\$ 3,110,000	\$ 145,000	\$ 3,110,000	\$ -	\$ (2,965,000)	4.66%
	Rollover from FY23 to FY24 (\$7.8M federal funds)	\$ 9,755,069	\$ -	<sup>3</sup> \$ 9,868,069	\$ -		
	<b>Total Operating Expenses</b>	<b>\$ 105,729,578</b>	<b>\$ 52,229,197</b>	<b>\$ 106,348,803</b>	<b>\$ 47,774,874</b>	<b>\$ (37,027,096)</b>	<b>49.40%</b>
	<b>Increase/(Decrease) in Net Revenue</b>	<b>\$ -</b>	<b>\$ 14,956,027</b>	<b>\$ -</b>	<b>\$ 16,380,867</b>	<b>\$ (1,517,258)</b>	
<sup>1</sup> \$598,636 of the strategic initiative funding utilized to date for the baseball turf, PAC lighting, audio mixer, PAC screens, wireless mics, pottery wheels, art slab roller, Finance/Breakroom remodel, fieldhouse scoreboards, piano replacements, lower level carpeting, and basketball goals, library shelf ends, culinary equipment, drivers ed vehicles, basketball goals, softball netting, a music library system, PAC flooring; funds for the strategic initiatives are transferred to the applicable department/account code for expenses.							
<sup>2</sup> Contingency includes a legal settlement in the amount of \$375,000 less uncashed checks related to the lawsuit, for a net of \$203,784							
<sup>3</sup> \$3,146,038.02 of the FY23 rollover funds spent to date; expenses reported in applicable category; as a note, \$6M was related to ARPA Funds for Downtown and \$1,737,362 is the unspent portion of the AET federal earmark grant, and \$2,017,707 are other projects in police, facilities, and strategic initiatives.							

Kansas City Kansas Community College: Month of February 2024							
Federal Financial Aid Revenue and Expense Removed from Operating Budget to Revolving Fund							
		BUDGET	YTD	FORECAST	YTD	VARIANCE	YTD
		FISCAL YEAR	ACTUAL	FISCAL YEAR	ACTUAL	ACTUAL	COMPARED TO
		FY 2024	2/29/2024	2024	2/28/2023	TO BUDGET	TO BUDGET
Operating Revenues:							
Student Tuition and Fees		\$ 10,005,336	\$ 8,641,098	\$ 10,005,336	\$ 8,597,755	\$ (1,364,238)	86.36%
	Tuition		6,223,033				
	Student Fees		1,636,568				
	Course Fees		781,497				
Federal Grants and Contracts		\$ 10,730,729	\$ 593,937	\$ 10,730,729	\$ 7,900,952	\$ (10,136,792)	5.53%
	Federal Financial Aid						
	Federal Grants		593,937				
State Contracts		\$ 2,114,603	\$ 742,445	\$ 2,118,129	\$ 792,613	\$ (1,372,158)	35.11%
Private Gifts, Grants & Contracts		\$ 330,000	\$ 189,500	\$ 330,000	\$ 164,262	\$ (140,500)	57.42%
Auxiliary Enterprise Revenue		\$ 3,227,118	\$ 3,070,497	\$ 3,227,118	\$ 2,870,052	\$ (156,621)	95.15%
	Bookstore		1,582,139				
	Housing		1,488,358				
Other Operating Revenue		391,500	\$ 289,816	\$ 391,500	\$ 352,425	\$ (101,684)	74.03%
Total Operating Revenues		\$ 26,799,286	\$ 13,527,293	\$ 26,802,812	\$ 20,678,059	\$ (13,271,993)	50.48%
Nonoperating Revenues (Expenses)							
County Property Taxes		\$ 56,253,307	\$ 31,584,267	\$ 56,253,307	\$ 29,850,288	\$ (24,669,040)	56.15%
State Aid		\$ 10,130,330	\$ 10,130,330	\$ 10,130,330	\$ 10,359,582		100.00%
SB155 AID		\$ 3,200,000	\$ 3,464,011	\$ 3,464,011	\$ 3,153,507	\$ 264,011	108.25%
Investment Income		\$ 686,312	\$ 1,248,133	\$ 925,000	\$ 365,805	\$ 561,821	181.86%
Interest Expense on Capital Asset Debt		\$ (1,094,726)	\$ (896,236)	\$ (1,094,726)	\$ (251,500)	\$ 198,490	81.87%
Transfer from Reserves		\$ 9,755,069	\$ 2,209,958	\$ 9,868,069		\$ (7,545,111)	0.00%
Total Nonoperating Revenues		\$ 78,930,292	\$ 47,740,463	\$ 79,545,991	\$ 43,477,682	\$ (31,189,829)	60.48%
<b>Total Revenues</b>		<b>\$ 105,729,578</b>	<b>\$ 61,267,756</b>	<b>\$ 106,348,803</b>	<b>\$ 64,155,741</b>	<b>\$ (44,461,822)</b>	<b>57.95%</b>
Operating Expenses:							
Salaries & Benefits		\$ 47,281,200	\$ 28,752,581	\$ 47,281,200	\$ 28,583,024	\$ (18,528,619)	60.81%
Contractual Services		\$ 3,239,640	\$ 1,426,332	\$ 3,239,640	\$ 1,405,663	\$ (1,813,308)	44.03%
Supplies & Other Operating Expenses		\$ 14,347,050	\$ 10,616,726	\$ 14,523,122	\$ 8,580,313	\$ (3,730,324)	74.00%
Contribution to Reserves (7% of revenue)		\$ 6,718,216		\$ 6,326,369			
Utilities		\$ 2,105,153	\$ 1,414,251	\$ 2,105,153	\$ 1,416,068	\$ (690,902)	67.18%
Repairs & Maintenance to Plant		\$ 8,952,250	\$ 2,270,675	\$ 9,324,250	\$ 1,004,274	\$ (6,681,575)	25.36%
Scholarships & Financial Aid		\$ 8,621,000	\$ 1,490,771	\$ 8,621,000	\$ 6,769,782	\$ (7,130,229)	17.29%
Strategic Opportunities		\$ 1,250,000		<sup>1</sup> \$ 1,250,000	\$ -	\$ (1,250,000)	0.00%
Contingency		\$ 350,000	\$ 285,163	<sup>2</sup> \$ 700,000	\$ 15,750	\$ (64,837)	81.48%
Debt Service		\$ 3,110,000	\$ 145,000	\$ 3,110,000	\$ -	\$ (2,965,000)	4.66%
Rollover from FY23 to FY24 (\$7.8M federal funds)		\$ 9,755,069	\$ -	<sup>3</sup> \$ 9,868,069	\$ -		
<b>Total Operating Expenses</b>		<b>\$ 105,729,578</b>	<b>\$ 46,401,499</b>	<b>\$ 106,348,803</b>	<b>\$ 47,774,874</b>	<b>\$ (42,854,794)</b>	<b>43.89%</b>
<b>Increase/(Decrease) in Net Revenue</b>		<b>\$ -</b>	<b>\$ 14,866,257</b>	<b>\$ -</b>	<b>\$ 16,380,867</b>	<b>\$ (1,607,028)</b>	
Federal Financial Aid Revolving Fund							
	Federal Financial Aid Funds In		\$ 5,917,468				
	Federal Financial Aid Funds Out to Student Accounts/Refunds		\$ 5,827,698				
			\$ 89,770				
<sup>1</sup> \$598,636 of the strategic initiative funding utilized to date for the baseball turf, PAC lighting, audio mixer, PAC screens, wireless mics, pottery wheels, art slab roller, Finance/Breakroom remodel, fieldhouse scoreboards, piano replacements, lower level carpeting, and basketball goals, library shelf ends, culinary equipment, drivers ed vehicles, basketball goals, softball netting, a music library system, PAC flooring; funds for the strategic initiatives are transferred to the applicable department/account code for expenses.							
<sup>2</sup> Contingency includes a legal settlement in the amount of \$375,000 less uncashed checks related to the lawsuit, for a net of \$203,784							
<sup>3</sup> \$3,146,038.02 of the FY23 rollover funds spent to date; expenses reported in applicable category; as a note, \$6M was related to ARPA Funds for Downtown and \$1,737,362 is the unspent portion of the AET federal earmark grant, and \$2,017,707 are other projects in police, facilities, and strategic initiatives.							

**KANSAS CITY KANSAS COMMUNITY COLLEGE**  
**Information Regarding Net Position**  
**YTD FEBRUARY 2024**

**Summary Statement of Revenue & Expenses**

	<b>FY2024 Actual</b>	<b>Annual Budget</b>	<b>FY2023 Actual</b>	<b>Annual Budget</b>	<b>FY2022 Actual</b>	<b>Annual Budget</b>	<b>FY2021 Actual</b>	<b>Annual Budget</b>
Operating Revenues	\$ 19,444,761	\$ 26,799,286	\$ 20,678,059	\$ 24,861,785	\$ 26,936,562	\$ 34,420,330	\$ 22,610,296	\$ 26,816,600
Non-Operating Revenues, Net	47,740,463	78,930,292	43,477,682	64,014,032	38,634,181	57,762,262	36,721,142	57,320,243
<b>Total Revenues</b>	<b>67,185,224</b>	<b>105,729,578</b>	<b>64,155,741</b>	<b>88,875,817</b>	<b>65,570,743</b>	<b>92,182,592</b>	<b>59,331,438</b>	<b>84,136,843</b>
Operating Expenses	52,229,197	105,729,578	47,774,874	82,287,164	48,776,867	85,687,565	46,452,485	79,144,659
<b>Increase/(Decrease) in Net Revenue</b>	<b>\$ 14,956,027</b>	<b>\$ -</b>	<b>\$ 16,380,867</b>	<b>\$ 6,588,653</b>	<b>\$ 16,793,876</b>	<b>\$ 6,495,027</b>	<b>\$ 12,878,953</b>	<b>\$ 4,992,184</b>

**Summary Statement of Net Position**

	<b>YTD FY2024</b>	<b>YTD FY2023</b>	<b>Year-End FY2023</b>
<b>Assets</b>			
Current Assets	\$ 96,973,288	\$ 70,825,552	\$ 83,625,023
Noncurrent Assets	75,271,424	76,544,068	78,532,757
<b>Total Assets</b>	<b>\$ 172,244,712</b>	<b>\$ 147,369,620</b>	<b>\$ 162,157,780</b>
<b>Liabilities</b>			
Current Liabilities	\$ 8,905,641	\$ 8,383,901	\$ 13,161,220
Noncurrent Liabilities	32,898,091	34,596,480	32,898,091
<b>Total Liabilities</b>	<b>41,803,732</b>	<b>42,980,381</b>	<b>46,059,311</b>
<b>Net Position</b>	<b>130,440,980</b>	<b>104,389,239</b>	<b>116,098,469</b>
<b>Total Liabilities and Net Position</b>	<b>\$ 172,244,712</b>	<b>\$ 147,369,620</b>	<b>\$ 162,157,780</b>

KANSAS CITY KANSAS COMMUNITY COLLEGE						
BANK BALANCES PER GENERAL LEDGER						
FINANCIAL INSTITUTION	FUND NO.	FUND	CHECKING	INVESTMENTS	YTD 29-Feb-24	PRIOR YEAR 28-Feb-23
BANK OF LABOR	25	FEDERAL PROGRAMS	\$ 562,330		\$ 562,330	\$ 551,823
BANK OF LABOR	61	CAPITAL OUTLAY	\$ 8,747,462		\$ 8,747,462	\$ 3,760,697
BANK OF LABOR CD	<sup>1</sup> 61	Investment		\$ -	\$ -	\$ 3,185,415
BANK OF LABOR	74	BOARD SCHOLARSHIP	\$ 673,762		\$ 673,762	\$ 364,780
LIBERTY BANK CD	<sup>2</sup> n/a	Investment		\$ 515,551	\$ 515,551	\$ 509,976
COUNTRY CLUB BANK	13/14	ABE-CONT. EDUCATION	\$ 233,102		\$ 233,102	\$ 296,857
COUNTRY CLUB BANK	72	INCIDENTAL (AGENCY)	\$ 582,846		\$ 582,846	\$ 668,155
SECURITY BANK	11	GENERAL FUND	\$ 64,868,020		\$ 64,868,020	\$ 53,920,079
SECURITY BANK	15	TECHNICAL ED FUND	\$ 765,591		\$ 765,591	\$ 765,591
SECURITY BANK	16	STUDENT UNION	\$ 3,165,347		\$ 3,165,347	\$ 1,595,049
		(AUXILIARY SERVICES)				
SECURITY BANK	63	STUDENT HOUSING	\$ -		\$ -	\$ -
		(CONSTRUCTION FUND)				
SECURITY BANK CD	<sup>3</sup> n/a	Investment		\$ 3,500,000	\$ 3,500,000	\$ 3,500,000
SECURITY BANK CD	<sup>5</sup> n/a	Investment		\$ 3,770,000		
COMMERCE BANK CD	<sup>4</sup> n/a	Investment		\$ -	\$ -	\$ -
UMB BANK *	17	PAYROLL	\$ -		\$ -	\$ -
UMB Bank	<sup>6</sup> n/a	Investment		\$ 3,770,000		
<b>TOTAL</b>			<b>\$ 79,598,460</b>	<b>\$ 11,555,551</b>	<b>\$ 83,614,011</b>	<b>\$ 69,118,422</b>
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.						
<sup>1</sup> CD matured 12/27/23 and was redeemed, funds moved to the capital outlay account						
<sup>2</sup> CD Maturity Date 12/27/23 extended to 3/27/2024 @ 3.58% to be redeemed in March and transferred to Security						
<sup>3</sup> CD Maturity Date 4/27/2024 @ 4.75%						
<sup>4</sup> CD matured 2/13/2024 was redeemed and transferred to General Fund						
<sup>5</sup> CD Maturity Date 8/2/2025 @ 4.44%						
<sup>6</sup> CD Maturity Date 11/8/2024 @ 4.66%						



Kansas City Kansas Community College										
Cashflow Analysis (General & TEC Funds)										
July 1, 2023 to June 30, 2024										
July 1, 2022 to June 30, 2023										
Month	FY2024	FY2023	FY2024	FY2023	FY2024	FY2023		FY2024	FY2023	FY2023
	Operational	Operational	Operational	Operational	Net	Net		Transfers	Transfers	Cash
	Cash	Cash	Cash	Cash	Change	Change		In/Out	In/Out	Balance
	Inflow	Inflow	Outflow	Outflow						Balance
June										56,971,132
July	2,747,979	1,804,276	(5,698,660)	(6,759,717)	(2,950,681)	(4,955,441)	(77,186)	(147,514)	53,943,265	42,806,883
August	7,208,575	9,089,842	(9,365,632)	(6,009,394)	(2,157,057)	3,080,448		73,658	51,786,208	45,960,989
September	7,828,652	8,880,290	(9,289,003)	(9,832,678)	(1,460,351)	(952,388)			50,325,857	45,008,601
October	7,404,713	7,164,767	(8,406,275)	(11,545,519)	(1,001,562)	(4,380,752)			49,324,295	40,627,849
November	10,699,548	3,662,796	(8,281,730)	(7,679,758)	2,417,818	(4,016,962)			51,742,113	36,610,887
December	1,788,409	1,618,093	(6,254,180)	(6,718,546)	(4,465,771)	(5,100,453)			47,276,342	31,510,434
January	35,838,098	33,295,279	(9,098,668)	(7,725,449)	26,739,430	25,569,830			74,015,772	57,080,264
February	8,211,776	4,999,056	(16,593,937)	(7,393,650)	(8,382,161)	(2,394,594)			65,633,611	54,685,670
March	11,645,157	11,645,157	(8,968,330)	(8,968,330)	2,676,827	2,676,827			68,310,438	57,362,497
April	6,482,046	6,482,046	(11,842,653)	(11,842,653)	(5,360,607)	(5,360,607)			62,949,831	52,001,890
May	3,599,831	3,599,831	(8,110,805)	(8,110,805)	(4,510,974)	(4,510,974)			58,438,857	47,490,916
June	21,943,748	21,943,748	(12,463,532)	(12,463,532)	9,480,216	9,480,216			67,919,073	56,971,132
Totals	125,398,532	114,185,181	(114,373,405)	(105,050,031)	11,025,127		(77,186)	(73,856)		
Bold = Actual										
	81,727,750		(56,394,148)							
GL Balance	General Fund	\$ 64,868,020								
	TEC Fund	\$ 765,591								
		\$ 65,633,611								

**KANSAS CITY KANSAS COMMUNITY COLLEGE**  
**Debt Summary**  
**YTD February 2024**

Debt Issuance		Original Issue Date	Original Maturity Date	Original Principal Issued	Refinance Principal Issued	New Maturity Date	Balance 6/30/2023	Payments FY24 Amount	Less Interest	Balance 6/30/2024
<b>COP-Capital Lease Oblig</b>	<sup>1</sup>	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$1,930,000	\$669,840	\$59,840	<b>\$1,320,000</b>
	<sup>2</sup>	3/1/2020			\$11,095,000	4/1/2029	\$5,910,000	\$2,131,400	\$236,400	<b>\$4,015,000</b>
	<sup>3</sup>	3/1/2020			\$4,270,000	4/1/2029	\$4,200,000	\$562,730	\$102,730	<b>\$3,740,000</b>
<b>Revenue Bond Oblig</b>	<sup>4</sup>	1/27/2021	1/31/2053	\$19,840,000	NA	NA	\$19,840,000	\$842,931	\$697,931	<b>\$19,695,000</b>
				<u><b>\$27,885,000</b></u>	<u><b>\$19,390,000</b></u>		<u><b>\$31,880,000</b></u>	<u><b>\$4,206,901</b></u>	<u><b>\$1,096,901</b></u>	<u><b>\$28,770,000</b></u>

<sup>1</sup> Energy Efficiency Renovations

<sup>2</sup> Refinance of future payments of 2010 (Jewell Center Renovations), 2013 (Technical Education Center), and 2014 (Energy Efficiency Renovations) Series

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

<sup>4</sup> Student Housing

**Predictive Model of Significant Annual Cash Flows - FY2024**

Inflows			Outflows	
	Description	Amount	Description	Amount
July	State Aid - Disbursement 1	\$ 1,744,018	Insurance (Annual Premium)	(\$816,560)
	CyberSecurity	\$ 250,000		
	Apprenticeships	\$ 922,741		
	Technology	\$ 25,678		
	Capital Outlay	\$ 545,599		
August	State Aid - Disbursement 1	\$ 5,065,165	Rev Bond - P&I (Principal and Interest)	(\$842,931)
	Tiered	\$ 2,204,186		
	Non-tiered	\$ 2,860,979		
September	Tax Distribution	\$ 2,693,273	<sup>1</sup> Financial Aid Refunds COP - Interest on Debt (Certificates of Participation)	(\$3,150,000) (\$169,565)
	Current Tax	\$ 1,100,000		
	Heavy Truck	\$ 1,500		
	Motor Vehicle	\$ 1,276,773		
	Commercial Motor Vehicle	\$ 10,000		
	Motor Vehicle Excise	\$ 9,500		
	RV	\$ 5,500		
	Delinquent	\$ 290,000		
	Financial Aid Draw	\$ 3,300,000		
October	Tax Distribution	\$ 884,500	<sup>2</sup> COP - Interest on Debt	(\$29,920)
	Current Tax	\$ 3,500		
	Motor Vehicle	\$ 650,000		
	Commercial Motor Vehicle	\$ 4,000		
	RV	\$ 2,000		
	Delinquent	\$ 225,000		
	SB 155 Funding - Disb	\$ 3,200,000		
November				
December				
January	Tax Distribution	\$ 29,790,000		
	Current Tax	\$ 27,800,000		
	Heavy Truck	\$ 6,000		
	Motor Vehicle	\$ 900,000		
	Commercial Motor Vehicle	\$ 19,500		
	Motor Vehicle Excise	\$ 11,000		
	RV	\$ 3,500		
	Industrial Revenue Bonds	\$ 575,000		
	Delinquent	\$ 475,000		
	State Aid - Disbursement 2	\$ 5,065,165		
	Tiered	\$ 2,204,186		
	Non-tiered	\$ 2,860,979		
February	Financial Aid Draw	\$ 3,100,000	Financial Aid Refunds	(\$2,650,000)
March	Tax Distribution	\$ 2,033,500	COP - P & I (Principal and Interest)	(\$2,524,565)
	Current Tax	\$ 1,300,000		
	Heavy Truck	\$ 3,500		
	Motor Vehicle	\$ 415,000		
	Commercial Motor Vehicle	\$ 100,000		
	RV	\$ 1,000		
	Delinquent	\$ 214,000		
April			COP - P & I	(\$639,920)
May				
June	Tax Distribution	\$ 20,852,034		
	Current Tax	\$ 19,374,534		
	Heavy Truck	\$ 2,000		
	Motor Vehicle	\$ 950,000		
	Commercial Motor Vehicle	\$ 27,000		
	RV	\$ 5,500		
	Industrial Revenue Bonds	\$ 223,000		
	Delinquent	\$ 270,000		

*Tax distributions total estimated revenue of \$56,253,307. The breakdown by date is based on*

<sup>1</sup> *historical proportions of the funds distributed by the county.*

*Financial aid disbursements are based on total estimated revenue and historical proportions for fall*

<sup>2</sup> *and spring semesters.*

## ELECTRICAL USAGE

DATE	KWH	DOLLARS	CENTS PER KWH	DATE	KWH	DOLLARS	CENTS PER KWH
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	12.82	2/28/2020	507,458	\$71,243	14.03
3/28/2019	554,141	\$78,123	14.10	3/30/2020	488,515	\$73,813	15.10
4/29/2019	510,325	\$73,381	14.38	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	14.62	6/30/2020	412,142	\$61,005	14.80
7/31/2019	537,680	\$64,553	12.01	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	13.86	10/29/2020	479,090	\$75,859	15.80
11/26/2019	440,981	\$65,663	14.89	11/25/2020	443,240	\$65,829	14.85
12/30/2019	<u>524,192</u>	<u>\$72,943</u>	13.92	12/30/2020	<u>595,900</u>	<u>\$77,901</u>	13.07
<b>year 2019</b>	<b>6,188,892</b>	<b>\$852,891</b>	<b>13.84</b>	<b>year 2020</b>	<b>5,355,424</b>	<b>\$789,932</b>	<b>14.94</b>
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	10/28/2022	507,700	\$76,258	15.02
11/29/2021	570,895	\$74,484	13.04	11/29/2022	591,378	\$83,176	14.06
12/31/2021	<u>471,750</u>	<u>\$68,536</u>	14.52	12/29/2022	<u>684,310</u>	<u>\$94,139</u>	13.75
<b>year 2021</b>	<b>6,429,950</b>	<b>\$820,797</b>	<b>12.80</b>	<b>year 2022</b>	<b>6,876,815</b>	<b>\$969,094</b>	<b>14.18</b>
1/30/2023	640,596	\$88,908	13.87	1/30/2024	706,704	\$88,655	12.54
2/27/2023	562,854	\$86,749	15.41	2/28/2024	558,076	\$77,284	13.85
3/30/2023	590,439	\$87,449	14.81				
4/27/2023	443,737	\$74,086	16.69				
5/30/2023	549,246	\$80,597	14.67				
6/29/2023	498,661	\$74,975	15.03				
7/28/2023	481,387	\$71,925	14.94				
8/30/2023	577,606	\$84,662	14.65				
9/28/2023	494,051	\$73,800	14.93				
10/26/2023	465,030	\$70,839	15.23				
11/30/2023	612,477	\$83,090	13.56				
12/27/2023	<u>502,302</u>	<u>\$74,188</u>	14.79				
<b>year 2023</b>	<b>6,418,386</b>	<b>\$951,268</b>	<b>14.88</b>				

**BOARD OF TRUSTEES REPORT  
HUMAN RESOURCES  
MARCH 2024**

**Human Resources Summary**

- Samuel DeLeon, Director of Employee Relations, will serve as the interim CHRO.
- The Talent Development Manager is in the process of planning for the supervisor training schedule in April.
- Adapting to Change and SMART Goals training was facilitated this month.
- The DEI Coordinator has begun planning for New American Open House and Women's History Month.
- The CEIM Department is recruiting for teams and volunteers for the AIDS Walk with AIDS Service Foundation.
- The transition of Title IX Coordinator duties transferred from Mike Torres to Sam DeLeon.
- The Human Resources Department completed the hiring process for the position of Administrative Assistant – Human Resources. Ashley Hulme joined the Team on March 4, 2024, to fill this role. Ashley brings administrative support experience in higher education while working at Texas State University and most recently at Johnson County Community College (JCCC).
- The Human Resources Department will be hosting the annual Employee Recognition and Retirement Ceremony on Friday, May 10, 2024, at Technical Education Center (TEC) from 10:30 AM CST to 1:00 PM CST. Additional details will be released in the coming weeks.
- Our Talent Acquisition team will be participating in two upcoming recruiting events. KCKCC's annual Spring Career Fair will be hosted at TEC on Thursday, March 28, 2024, from 9:00 AM CST to 1:00 PM CST. The second event will be the Career and Education Fair located in Fort Leavenworth on Tuesday, April 2, 2024, from 10:00 AM CST to 2:00 PM CST.

## Human Resources Full Report

### Human Resources

Samuel DeLeon, Director of Employee Relations, will serve as the interim CHRO.

### Training and Development

Professional development sessions for soft skills are being offered every month.

*Adapting to Change* was offered in February. Nine participants attended.

**PROFESSIONAL DEVELOPMENT EVENT  
FOR STAFF AND FACULTY**

**Setting SMART Goals**  
Presented by Sheila Joseph

**SETTING GOALS**

**SMART**

- S** SPECIFIC
- M** MEASURABLE
- A** ACHIEVABLE
- R** RELEVANT
- T** TIMELY

**GOALS**

**Main Campus**  
Thursday, March 28  
9:30-11:00am

**Virtual\***  
Thursday, March 28  
2:00-3:30pm

Please contact [sjoseph@kckcc.edu](mailto:sjoseph@kckcc.edu) to register for this event, and indicate which session you wish to attend.

Kansas City Kansas Community College

**PROFESSIONAL DEVELOPMENT EVENT  
FOR STAFF AND FACULTY**

**Adapting to Change**  
Presented by Sheila Joseph

- Identify the reasons for change
- Analyze our reactions to change
- Explore alternative reactions to change

*"A bend in the road is not the end of the road... unless you fail to make the turn."*  
- Helen Keller

**Main Campus**  
Wednesday, February 14, 2:00-3:30pm

**Virtual**  
*A working camera and microphone are required for the virtual session*  
Tuesday, February 20, 3:00-4:30pm

100 Kansas City Kansas Community College

Please contact [sjoseph@kckcc.edu](mailto:sjoseph@kckcc.edu) to register for this event, and indicate which session you wish to attend.

*Setting SMART Goals* will be offered in March in anticipation of the annual performance evaluation process. Attendance will be reported in next month's report.

Our Talent Development Manager, Sheila Joseph, was a guest speaker in Associate Professor Karen Gaines's **Human Resources Management** class. She shared her experience in and knowledge of training and professional development with the students.

**New Supervisor Training** is scheduled for early April. All new supervisors are required to attend, and all supervisors are invited to attend if they want refreshers on the topics offered. The agenda follows:



Monday, April 8, 2024 – 8:00am-12:00pm	
8:00am-8:05am	<b>Welcome and Introductions</b>
8:05am-9:00am	<b>Understanding and Managing Time and Leave</b> <i>Angie Masloski, Payroll Coordinator</i>
9:15am-10:15am	<b>Inclusive Leadership</b> <i>Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, &amp; Multicultural Engagement</i>
10:30am-12:00pm	<b>FMLA, ADA, and Worker's Compensation</b> <i>Sherita Miller-Williams, Benefits Coordinator</i>
Tuesday, April 9, 2024 – 8:30am-12:00pm	
8:30am-10:30am	<b>The Hiring Process</b> <i>Victoria Anderson, Talent Acquisition and Employment Coordinator</i> <i>Yoel Tekle, Talent Acquisition and Employment Coordinator</i>
10:45am-12:00pm	<b>Workplace Communication: Giving Constructive Feedback</b> <i>Sheila Joseph, Talent Development Manager</i>
Thursday, April 11, 2024 – 8:30am-12:00pm	
8:30am-10:15am	<b>Performance Evaluations</b> <i>Sam DeLeon, Director of Employee Relations</i>
10:30am-12:00pm	<b>The Disciplinary Process</b> <i>Sam DeLeon, Director of Employee Relations</i>

Preparations are in process for our second annual **GLOW – Growth & Learning Opportunity Workshops**. Once the date is confirmed, the request for proposals for presentations will be distributed.

### **Employment**

Human Resources currently has 46 positions open and posted.

- 4 full-time faculty
- 11 full-time staff
- 11 part-time staff
- 20 adjunct faculty

## **Benefits**

- Discuss the new billing system with benefit vendor Blue Cross and Blue Shield.
- Process the Affordable Care Act tax documents for employee benefits for 2023.

## **Center for Equity, Inclusion and Multicultural Engagement (CEIM)**

- CEIM team members spent time this month working on the transition of projects, initiatives and responsibilities to those employees who will serve in the interim in the absence of the director of DEI.
- The DEI Coordinator has begun planning for New American Open House and Women's History Month.
- The CEIM Department is recruiting for teams and volunteers for the AIDS Walk with AIDS Service Foundation.
- Safe Zone Training was facilitated on February 27<sup>th</sup>.
- CEIM team members participated in KC BizFest from February 28<sup>th</sup> through March 2<sup>nd</sup>.

# BOARD OF TRUSTEES REPORT, FEBRUARY 2024

## INFORMATION SERVICES DIVISION

Peter Gabriel, Chief Information Officer

### HIGHLIGHTS

- 244 tickets were issued during January - 211 tickets were resolved.
- The average time spent on each ticket was 1.54 days.
- 314 calls were made to the helpdesk during February - the average time per call was 4.07 minutes.
- Self-Service web application availability - 98%.
- Student Recruiter web app availability - 99%.
- Colleague UI availability - 99%.
- MyDotte web app availability - 99%.
- Email availability - 99%.
- Network switch and phone availability - 97%.
- Women's and men's basketball home games were live-streamed from Metropolitan Community College (MCC) - Penn Valley Campus, February 1, 2024 - February 29, 2024.
- Single Sign-On (SSO) integration was completed for Nelnet, Presence, and Mobius.

#### ACADEMIC SUPPORT

- Facilitated the online Finance Committee Meetings.
- Attended and assisted with the Chat with the Prez Meeting.
- Worked with One Card ID System to update and fix issues.
- Attended the Kansas City Professional Development Council (KDPDC) *Chat GPT and AI: Users, Instructional Purposes, and the Future...Oh My!* session.
- Assisted faculty and students in creating Microsoft Forms for student research.
- Assisted faculty members in using Microsoft Bookings for their office hours.
- Attended CORE (Colleague Core is at the center of the applications integration, providing a central location for information and processing rules used throughout Colleague), Staff Senate, and the Kansas City Kansas Community College's Board of Trustees Meetings.
- Updated and maintained the Kansas City Kansas Community College's Directory.
- Completed various help desk tickets as assigned.

#### COMPUTING SERVICES

- 244 tickets were issued during January - 211 tickets were resolved.
- The average time spent on each ticket was 1.54 days.
- 314 calls were made to the helpdesk during February - the average time per call was 4.07 minutes.

#### MEDIA SERVICES

- Set up and recorded the monthly Board of Trustees Meeting. A broadcast copy of Kansas City Kansas Community College's cable channel and a video archive of the Meeting was created.
- Set up via Zoom a virtual/hybrid Board of Trustees Meeting.
- February 20, 2024 Board of Trustees Meeting:
  - Vimeo analytics: <https://vimeo.com/manage/videos/913353022/analytics>.
  - YouTube analytics: <https://studio.youtube.com/video/kphKjZW0hkE/livestreaming>.
  - Facebook analytics: <https://www.facebook.com/KansasCityKansasCommunityCollege/videos/1445396206065879>.
- Set up, recorded, and live-streamed the Monthly Board Finance Committee Meeting.
- Set up, recorded, and live-streamed Kansas City Kansas Community Education, Health and Wellness Center, aka KCKCC, downtown campus neighborhood meeting on January 29, 2024.

- Set up and live-streamed Kansas City Kansas Community College's athletic events, including women's and men's basketball. Home games were live-streamed from Metropolitan Community College (MCC) - Penn Valley Campus, February 1, 2024 - February 29, 2024.
  - Analytics:  
[https://vcloud.blueframetech.com/admin/analytics/client?page=agg&broadcastCrit=list:archived,deletion:none,page:1,sort\\_by:date,sort\\_dir:DESC,date\\_range:02/01/2024%20to%2002/29/2024,date\\_timezone:America/Chicago](https://vcloud.blueframetech.com/admin/analytics/client?page=agg&broadcastCrit=list:archived,deletion:none,page:1,sort_by:date,sort_dir:DESC,date_range:02/01/2024%20to%2002/29/2024,date_timezone:America/Chicago).

## NETWORK SERVICES

- Self-Service web application availability - 98%.
- Student Recruiter web app availability - 99%.
- Colleague UI availability - 99%.
- MyDotte web app availability - 99%.
- Email availability - 99%.
- Network switch and phone availability - 97%.
- Microsoft updates and security patches applied to all servers.
- Upgrade computers to Windows 10 Version 22H2, currently at 82.9% completion.
- Monthly (or as needed) computer software updates: Google Chrome, Mozilla Firefox, Microsoft Edge. The Google Chrome browser is updating to version 122.0.6264.112, Mozilla Firefox to version 122.0.1, and Microsoft Edge to version 122.0.2365.80.
- Domain Name System (DNS) security software being installed on all KCKCC computers is currently at 93.4% of completion.
- Testing of the latest version of Colleague UI (version 6) and Colleague Self-Service (version 3.x) is ongoing.
- Single Sign-On (SSO) integration was completed for Nelnet, Presence, and Mobius.

## Policy: 1.15

### College Email Signature

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#### Purpose

To strengthen the College's brand identity by creating consistent faculty and staff signatures on emails sent through KCKCC accounts.

#### Definitions

Email Signature: a small block of appended content to the end of an email in order to identify the sender and facilitate further contact.

#### Policy Statement

**Images/Logos:** Only the official KCKCC logo as a PNG file found on the college intranet is allowed as an image in the email signature. If the logo is used, a small-sized official college logo that is in proportion to the email signature is to be used.

**Links:** Only links affiliated with KCKCC website or social media should be used in the email signature. All links should use a secure URL (<https://>) in order to keep spam filters from blocking or flagging the email. For example, the official link to the college website would be <https://www.kckcc.edu/>.

**Quotes:** Quotes or epigraphs are not allowed on email signatures. Professional communication should not share information that is unrelated to or about the college's branded message.

**Size/Font:** Email signatures should not be longer than 10 lines. Individuals should go wider with more information on one line whenever possible. All text should be the default Outlook font (Microsoft Aptos), Roboto or Spectral font. No font in the signature should be larger than 12-point or smaller than 10 point. In addition, plain text formatting is to be used whenever possible as it presents in a uniform manner. Signatures should be black text and not have other text colors.

Every signature must include:

- Full name (Bold)
- Title
- College name (or logo)
- College website (or link)

Other items that may be included in an email signature:

- Preferred pronouns
- Division or department
- College Address, office phone number, website
- Up to two additional professional accreditations, affiliations, awards (not as an image) or personality assessments such as Clifton StrengthFinders, True Colours, and Myers Briggs.



- KCKCC social media links and/or Microsoft Bookings link
- Department-specific message
- Confidentiality statement (use the example provided below)

**Minimum Signature:** This is an example of the minimum signature employees should include on emails

**1 Jan Smith**

**2 Official College Title Only**

**3 Kansas City Kansas Community College** (website linked)

**Maximum Signature:** This is an example of the maximum length of an email signature.

**1 Jan Smith (she/her)**

**2 Official Title Only | Official Division or Department**

**3**  **Kansas City Kansas Community College** (website linked to image)

**4 7250 State Avenue, Kansas City, KS 66112 | Suite #3621**

**5 O: 913-288-7525 | C: 913-000-0000**

**6 Facebook | Linked In | Instagram**

**7 Enrollment Open! Classes Start January 16 ((example)**

**8 ACUE Certified Educator**

**9 2021 Advisor of the Year for SkillsUSA (example)**

**10 Confidentiality Notice:** The information contained in this email transmission is confidential information, proprietary to the sender and legally protected. If you are not the intended recipient, you are hereby notified that any dissemination, copying or taking any action in reliance on the contents of this information is strictly prohibited. If you received this message in error, please notify the sender of the error, and delete this message and any attachments.

Board Approved 12/15/2020

Board Updated: XX/XX/XXXX

## **Policy: 1.20**

### **Free Speech, Advocacy and Public Assembly on College Property**

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#### **Purpose**

As an institution of higher learning, the College is committed to freedom of speech and expression as part of its goal to encourage exchange of ideas, free inquiry, free expression, and peacefully assemble. Those within the College community, and those invited or permitted to speak or assemble on College property will be accommodated subject to the regulations regarding time, place and manner set out in this policy. Free speech, including dissemination of literature, free expression, peacefully assemble, and rights to engage in religious worship provided under the Constitution of the United States and the Constitution of the State of Kansas are referred to below generally as constitutionally protected rights.

Constitutionally protected rights may be exercised on College property in areas designated in procedural documents as limited public forum spaces also generally known as “free speech zones.” Only lawful, constitutionally protected actions and speech are permitted on College property.

Such activities will not be allowed to unreasonably interfere with the College’s right to conduct its affairs in an orderly manner and to maintain or safeguard its property, preserve the peace, protect life, and prevent the destruction of property. Such activities may not interfere with the College’s obligation to protect the rights of those within the College community to teach, study and exchange ideas. Some speech is not protected such as threats, incitement to imminent violence, threats to property or people, hate speech, and unlawful targeted harassment. Any use of physical force, any threat of force, aggression, or any other coercive activities employed to impose one’s speech or expression upon another, is expressly forbidden. Civil disobedience involving criminal acts and rioting is specifically prohibited.

The College expects that those engaging in free speech activities will comply with this and other relevant College policies and procedures and conduct themselves in a manner that ensures the safety of other persons and property and demonstrate respect for College activities and for those who may disagree with their message.

#### *Political Activity*

The College is publicly funded and tax-exempt, and therefore, Kansas state and federal laws as well as KCKCC policies restrict political activity at the College. The College may not support or endorse a candidate for public office or an election issue. Students and employees may freely comment on political issues or public policy as individual citizens, provided they clearly identify that the opinions expressed are their own and do not represent the official position of the College.

Employees shall not use time for which College pay is received, students, College property, equipment, or materials for the purpose of solicitation, promotion, election, or defeat of any candidate for public office or any election issue.

#### *Commercial Activity*

Use of college property, students, school equipment or materials for the purpose of solicitation or promotion of any commercial products or activities by outside entities is strictly prohibited

## Definitions

- A. The term “College” means the Kansas City Kansas Community College (KCKCC) and all its educational operations, wherever located. This includes the KCKCC main campus, Dr. Thomas R. Burke Technical Education Center (TEC) and related buildings, Fire Science, Pioneer Career Center (PCC), and any other College owned property.
  - B. The term “College community” shall refer to students and employees of KCKCC.
  - C. The term “College property” shall include all properties owned by the College.
  - D. The term “limited public forum spaces” means designated College locations excluding all sidewalks, parking lots, entryways into buildings, interior spaces such as hallways, foyers, and classrooms, or any other College location. The following locations have been designated as “limited public forum spaces”:
    - 1. Main Campus at 7250 State Avenue, Kansas City, Kansas 66112 (see attached map):
      - a. Grassy area located on the northwest corner of the College main campus between Parallel Parkway and Campus Boulevard.
      - b. Grassy area north of the softball field on the northwest corner of Delaware and Campus Boulevard.
      - c. Grassy area to the south of Jewell and west of Humanities.
      - d. Outside concrete patio area west of the Health Professions building and north of the Learning Commons.
    - 2. Dr. Thomas R. Burke Technical Education Center (TEC) at 6565 State Avenue, Kansas City, Kansas 66102 (see attached map):
      - a. Grassy area on the northeast corner of the Center site at State Avenue and N. 65<sup>th</sup> Street.
    - 3. Pioneer Career Center at 1901 Spruce Street, Leavenworth, Kansas (see attached map):
      - a. Grassy area on the northeast corner of the Center site at Spruce Street and the entrance drive to the Center.
- The College expressly reserves the right to change the designation of any specific location as a limited public forum at any time.
- E. The term “public forum activity” means a public assembly for the purpose of hosting an activity in a limited public forum space including demonstrations, rallies, picketing, or other gatherings for the purpose of free speech expression.

## Policy Statement

The rights of speakers engaged in public forum activities to speak and audiences to hear, free from undue disruption and interference, are constitutionally protected rights. When guests are invited to the College, they may express their ideas not only because they have a right to do so, but because members of the College community have a right to hear, see, and experience diverse intellectual and creative inquiry. Encouraging such inquiry and protecting such rights are fundamental interests of higher education, and KCKCC in particular.

- A. Invited Speakers: Employees, student clubs and organizations, and alumni organizations may invite individuals outside the KCKCC community to speak at the College, provided that the orderly and timely scheduling of the activity has occurred according to the institution’s policies and procedures. This

requirement will not be used to discriminate against or prejudge the speaker or the content of the presentation; rather, it will ensure that public safety issues can be considered, all affected departments have adequate notice of the event, and the potential for disruption of College activities which may be occurring concurrently can be avoided.

When extending an invitation to someone outside the College community to speak on College property, the inviting individual or organization must:

- 1) Notify the speaker that he or she is expected to abide by local, state, and federal laws while on College property;
- 2) Apprise the speaker of relevant and applicable College policies that may pertain to his or her address or presentation (e.g., public safety protocol);
- 3) Anticipate and fund the accrued costs of the invitation that result from providing for adequate security, use of audiovisual equipment, cost of College personnel required to work after normal hours of operation, and any fees, accommodations or honoraria required by the speaker. An invitation extended to speak on College property should be made with the inherent educational value of discourse in mind, although the speaker's views are their own and not necessarily those of the College.
- 4) Faculty members inviting outside guest lecturers for their classes will not be required to adhere to the above provisions, but they will personally assume all the responsibility and liability associated with extending the invitation.

B. Members of the Public: Students or those from outside the College community may speak on College property without an invitation but may only do so in designated limited public forum spaces with preapproval. Because such areas are specified as limited public forum spaces, and may be affected by other scheduled events, access to facilities, or potential public safety concerns, preapproval is required, and request should be made with the Office of Central Scheduling. All such reservations are to be made in accordance with Section D and procedures specified by the Office of Central Scheduling. Reservations to use a limited public forum space can be submitted at any time but are subject to the availability of the space requested.

C. Members of the College Community

- 1) KCKCC employees and students may exercise their constitutionally protected rights. If such activities are not sponsored by the College or in the course of College business, the employee or student must follow the same process as members of the public, must not interfere with the orderly operation of the College, and must act in accordance with this policy and other College regulations set forth in Section D.
- 2) Nothing in this section is to be interpreted as limiting the right of free speech elsewhere at the College, in classrooms, etc., by the College.

D. Requests for Public Forum Activities

All public forum activities must be reserved through the Office of Central Scheduling at least twenty-four (24) hours prior to the requested event date and time. The College maintains the right to place reasonable restrictions on time, place and manner of expression and prohibit certain conduct on College property to protect the members of the College community and College property. There may be other laws or ordinances regulating matters such as the obstruction of individual or vehicle access or egress,

trespass, noise, and loitering. The Office of Central Scheduling will coordinate with the College Police Department and Facility Services Department as needed.

- 1) The reservation will identify the requested:
  - a. Time (approximate beginning and ending hours) with no more than four (4) hours.
  - b. Place (designated limited public forum space).
  - c. Manner (number of speakers, types of displays or equipment intended, request for amplified sound systems).
  - d. Number of anticipated attendees.
- 2) Time, Place and Manner Restrictions:
  - a. Must be orderly and must not jeopardize public order or safety.
  - b. Must not interfere with the entrances to buildings or the normal flow of pedestrian or vehicular traffic.
  - c. Must not disrupt organized meetings or other assemblies in such a way as to infringe on the rights of others to assemble and the rights of speakers to free expression.
  - d. Must not disrupt classes and teaching, the use of offices, the privacy of College housing, or other College activities related to teaching or research.
  - e. Must not disrupt the community or neighborhoods surrounding the College's sites or infringe on the rights of others.
  - f. The need for College Police for speaker safety or crowd control as determined by the College.
- 3) Limited public forum spaces are available to any entity or person, but members of the College community and their organizations will have preference in scheduling them.
- 4) The College reserves the right to restrict the use of the limited public forum spaces outlined in this policy for the purpose of grounds or building maintenance activities and upkeep of designated outside areas.
- 5) The College may limit the activity to a reasonable period based on the type of event and the resources required to manage it, and in consideration of general operating hours. During the allocated period of use, those using the facilities may use tables and other temporary means for displaying or distributing information. Tables or other temporary means for displaying or distributing information are not provided by the College and must be removed upon the expiration of the time allotted. Any trash or other materials must be removed as well.
- 6) Motorized vehicles are prohibited on sidewalks and grassy areas. If there is a legitimate need for a motorized vehicle of any kind to be used during an event, permission must be granted by the Office of Central Scheduling in consultation with the Facility Services Department.
- 7) Participants are expected to comply with all College parking policies. Specific parking needs should be addressed through the College Police Department.
- 8) Upon request, the Office of Central Scheduling may designate other available facilities and space and the procedures for reserving them. Restrictions may apply based on the size of the event, potential disruption to regular College functions, and public safety issues.

- 9) Overnight camping on College property is prohibited.
- 10) Individuals and organizations wishing to host a public forum activity shall be responsible for all expenses related to their activity.
- 11) Any representations by members of the public shall make it clear that the opinions expressed at the public forum activity do not represent the views of the College. Any representations by the members of the public shall make it clear that the public forum activity is not sponsored or endorsed by the College.
- 12) Sound Amplification Equipment
- a. Those wishing to use sound amplification equipment must first obtain permission from the Office of Central Scheduling.
  - b. Sound equipment can only be used at amplification levels which do not disrupt the normal use of classrooms, offices, or laboratories, student housing, or other duly authorized meetings or activities. Violations of this restriction constitute grounds for revocation of the permission to use sound equipment at the public forum activity.
  - c. Non-College sponsored events are required to provide their own sound amplification equipment.
- 13) Handbills and Written Materials
- a. Distribution of written materials outside of College buildings is permissible but must not interfere with the entrances to those buildings or the normal flow of pedestrian or vehicular traffic.
  - b. Handbills or other written material may not be attached or affixed to private property without the owner's permission; this includes all vehicles parked at any College location. Violators will be asked to collect all distributed handbills and may be cited by the College Police Department.
  - c. Any person distributing handbills or other written material is personally responsible for the content of the material and in distributing, agrees to hold the College harmless for any assessed damage or liability incurred as a result of the distribution of the material.
  - d. Handbills or other written material distributed for a commercial entity's benefit are prohibited, and the distributor and/or the benefited entity may be cited by the College Police Department.
- 14) Signs, Notices, or Posters – The College provides space indoors and outdoors for posting signs, notices and posters by employees and students.



- a. Such signs, notices and posters may deal with subject matter including, but not limited to, notices of meetings or events and expressions of positions and ideas on social or political topics and must clearly identify the author or sponsor of the materials.
  - b. Posting of such items must be approved through the Office of Student Activities or through the appropriate steward of bulletin boards, walls, doors, etc. Permission to post such items will be denied when language or images are contrary to Section E.
  - c. Signs, notices, and posters may not be attached to trees, buildings, walls, or other structures unless otherwise expressly authorized by the College. Messages or slogans of any kind cannot be painted or otherwise written on trees, buildings, sidewalks (apart from authorized chalking sidewalks by KCKCC student organizations), grounds, fountains, walls, or other College structures or surfaces.
  - d. Any person or organization is responsible for the content of any signs, notices, or posters they sponsor or post. By posting the sign, notice or poster, the person or organization agrees to hold the College harmless for any damages or liabilities incurred as a result of the sign, notice or poster.
- 15) Any location used for a public forum activity must be left in its original condition at the conclusion of an event, and participants are responsible for ensuring any litter or materials are removed and discarded. Any participant who causes damage to College property will be responsible for paying charges necessary to return such property to its original state. Reasonable cleaning charges may be assessed.
- 16) Nothing in this section should be interpreted to limit the right of free speech elsewhere at the College.

#### E. Ceasing Preapproved Public Forum Activity

- 1) Anyone who wishes to engage in preapproved public forum activities on College property in designated public forum spaces may do so if their conduct does not unduly disrupt College functions, interfere with the rights of other members of the College community, or damage College or private property.
- 2) Responsibility for Violations
  - a. Persons violating the time, place and manner regulations may be subject to arrest or other action authorized by law after notice is given of the regulations being violated and the person's refusal to cease and desist in their conduct violating the regulations.
  - b. Examples of violations include but are not limited to disturbing the peace, trespassing, defacing public property, and interference with College business. Individuals and their organizing entity may be financially responsible for any damage including cleanup of litter, caused by attendees of the public forum activity.

#### F. Defamation, Obscenity, or Imminent Incitement

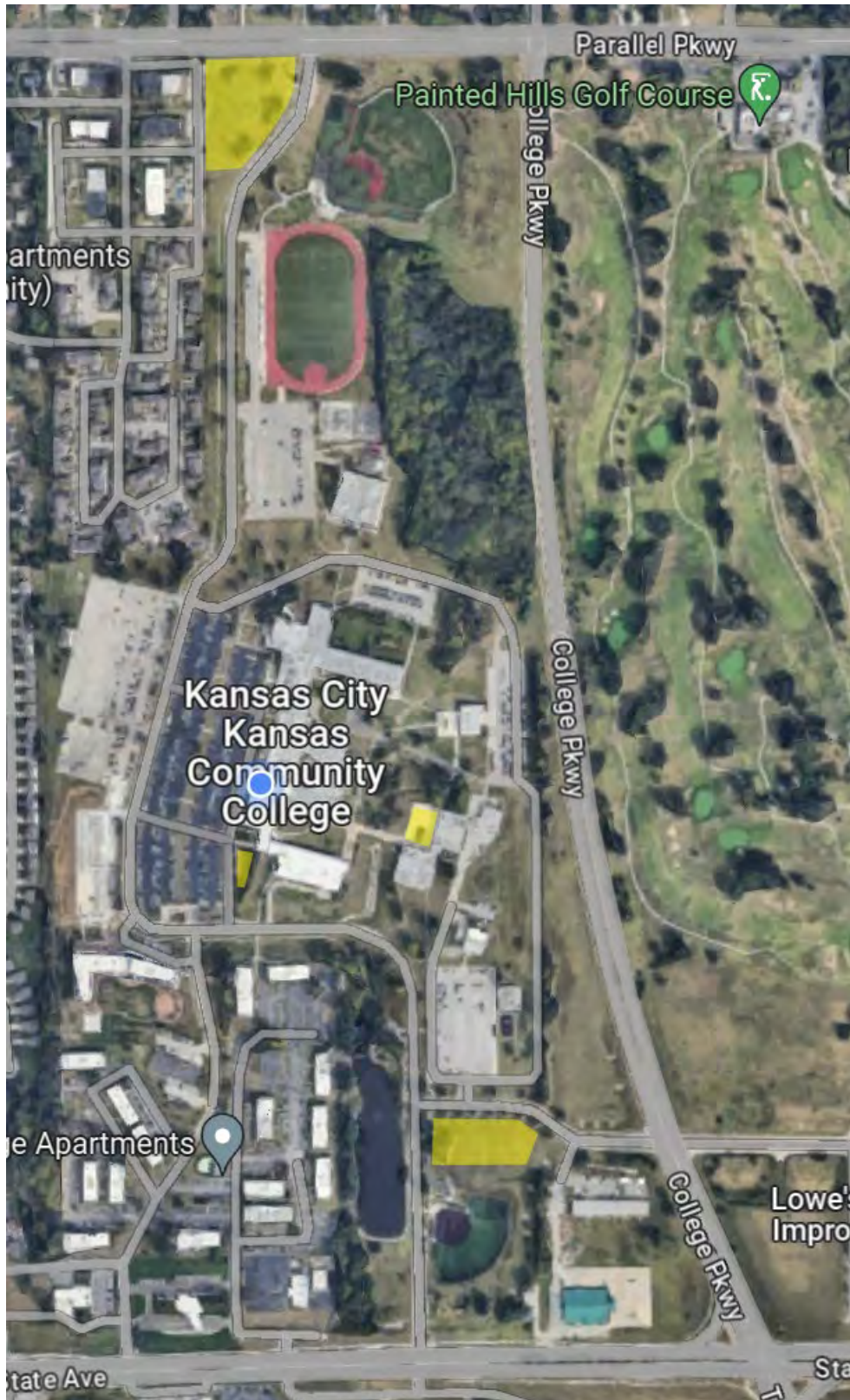
- 1) Nothing in these regulations authorizes or condones unlawfully defamatory speech, obscene speech, or speech that induces imminent unlawful action.
  - a. A statement unlawfully defames another person if it is false, if the false portion of the statement injures the reputation of the other person, and if the speaker has the constitutionally required state of mind as set forth in United States Supreme Court decisions.
  - b. A writing, image or performance is “obscene” if it is obscene as defined in K.S.A. 21-6401, or successor provisions, or is within the constitutional definition of obscenity as set forth in United States Supreme Court decisions.
  - c. Speech that induces imminent unlawful action is speech that is likely to cause or imminently incite or produce violations of law, or other speech not constitutionally protected.
- 2) Any person engaging in the speech described in this section will be required to stop or be removed, will be held personally liable for any resulting damage, and may be prosecuted under applicable criminal law. Such speech, including signs, posters, handbills, exhibits, or other unlawful expressions may be stopped or removed as deemed appropriate by College authorities.

#### G. Appeal Rights

Where permission is denied or revoked by the Office of Central Scheduling, the decision is final except as to claims of violation of the Kansas or United States Constitution. The decision in cases of alleged violations of the Kansas or United States Constitution will be reviewed by the President of the College. The President’s decision will be final and will be communicated in writing to the appealing party.

**Limited Public Forum Locations Marked in Yellow**

Map of KCKCC Main Campus, 7250 State Avenue, Kansas City, Kansas 66112:



Map of KCKCC Technical Education Center, 6565 State Avenue, Kansas City, Kansas 66102:



Map of KCKCC Pioneer Career Center, 1901 Spruce, Leavenworth, Kansas 66048:



Board Approved: XX/XX/XXXX



## **Policy: 3.14**

### **College Student Relief Fund**

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#### **Purpose**

Kansas City Kansas Community College is committed to a fair and transparent process for students applying for the College Student Relief Fund.

#### **Policy Statement**

Students who demonstrate financial hardship due to an emergency or for unanticipated and/or compelling circumstances that make it difficult to successfully continue in courses may be granted up to \$250 in assistance per academic year. The award amount is based on the student's documented need outlined in the application and funding is dependent on the availability of funds.

Examples that are eligible for assistance that are beyond the student's control include, but are not limited to:

- displacement/homelessness;
- food insecurity;
- a death or illness that has resulted in financial hardship;
- victim of a crime, accident, or natural disaster; and
- unplanned non-discretionary expenses (such as emergency medical bills, transportation costs, unexpected car repairs, and utility bills).

Expenses that are not eligible for assistance include, but are not limited to, expenses that have already been paid, educational expenses, legal court fees (can be considered if student is the victim of the crime), student loan payments, or situations due to a lack of planning.

The following criteria must at the time of the request be met for a student to be eligible to receive assistance from the College's Student Relief Fund.

- The student must be enrolled in at least six (6) credit hours during the current semester or for a future semester if the application is submitted in between semesters.
- The student must be a degree- or certificate-seeking student and have a student success completion plan on file with the Student Success Center.
- The student must have no disciplinary violations on file with the Office of the Dean of Student Services.

Exceptions to the policy due to extenuating circumstances may be granted on a case-by-case basis by the Dean of Student Services.

Board Approved: XX/XX/XXXX

## Procedure: 3.14A

### College Student Relief Fund Procedure

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- Students applying for emergency assistance from the College Student Relief Fund must submit an online or paper application to the Basic Needs Center.
- Once received, the Basic Needs Coordinator will verify the student's eligibility and evaluate the merit of the request in consultation with the Dean of Student Services.
- If the student is requesting assistance to pay a portion of a utility bill or rent, the student's name and address on file with the College must match the bill or documentation provided. If the student's name is not on the bill or lease statement, the student must provide documentation that they are residing at the address listed on the bill or documentation.
- Once an application for emergency assistance is approved, the Basic Needs Center will pay for it on the student's behalf:
  - The preferred method of payment is to use a College credit card. The Basic Needs Center Coordinator will be responsible for documenting every expense, the nature of the payment, documentation of the student assisted, and a copy of the bill. This information will be submitted with the monthly credit card statement reconciliation.
  - In situations where payment by a College credit card is not available, additional documentation may be needed according to the College's purchasing policies and procedures. The College will pay the bill directly and will not provide payment directly to the student.
  - The Basic Needs Center will retain the receipt(s) once payment(s) has been completed for documentation purposes.

Created: XX/XX/XXXX



## **Policy: 5.35**

### **Fringe Benefits for Part-Time Non-Instructional Employees**

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A part-time employee is considered to be anyone whose position does not require that he or she work twelve (12) months a year and/or is hired at an hourly rate of pay.

Employees who work less than thirty (30) hours per week shall receive time based on equitable proration to hours worked:

- Emergency Leave
- Sick Leave
- Childbirth Leave
- Personal Business Leave
- Worker's Compensation Insurance for those who work for the College
- Unemployment Compensation for those who qualify for benefits under Kansas Job Insurance

Employees who work at least 30 hours per week, in addition to the above benefits participate in the following:

- Kansas Public Employees Retirement Program
- Health, Major Medical, and Dental Insurance/Disability
- A Twenty-five Thousand Dollar (\$25,000) Accidental Death and Dismemberment Insurance provision
- Flexible Benefit Plan

10½ month employees do not accrue vacation.

These provisions are not applicable to student employees or those on work-study and other similar programs

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

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

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

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

Section 1: KCKCC hereby exempts for Wednesday, June 12, 2024, from 5:00 p.m. to 10:00 p.m., the Multipurpose Room AA101 at the Dr. Thomas R. Burke Technical Education Center (TEC), from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with the holding of the Leadership 2000 Graduation Celebration.

**PASSED AND APPROVED by the Board of KCKCC in a meeting held  
on March 19, 2024.**

BOARD OF TRUSTEES  
KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature\_\_\_\_\_

Board Chairperson  
Brad Isnard

Attest\_\_\_\_\_

Secretary  
Dr. Greg Mosier