



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, December 17, 2024 – 4:00 P.M.**

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

**Agenda**

No agenda items.  
The Special Meeting is cancelled.



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## KANSAS CITY KANSAS COMMUNITY COLLEGE

### Board of Trustees Meeting

Tuesday, December 17, 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 (3-minute limit)
6. Recognitions/Presentations – None scheduled.
7. Communications – None scheduled.
8. Board Committee Reports
9. Consent Agenda:
  - (Item A) - Approval of Minutes of the November 19, 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 – Mr. Joseph Sanchez, Student Senate President

11. **President's Report** – Dr. Scott Balog, Executive Vice President, on behalf of 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. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management
15. **Vice President Finance and Operations Report** – Dr. Patrick Schulte
16. **Vice President Educational Innovation and Global Programming Report** – Dr. Fabiola Riobé
17. **Vice President Marketing and Institutional Image Report** – Ms. Kris Green
18. **Unfinished Business** – None scheduled.
19. **New Business:**
  - Approval of Academic Calendar 2026-2027. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
  - Approval of Revision of Program – Automation Engineer Technology – Certificate A. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
20. **Adjournment**

**Next Meeting of the Board of Trustees:  
Tuesday, January 21, 2025 - 5:00 p.m.  
Hybrid Meeting (KCKCC–Main Campus Upper Jewell Lounge &  
Zoom Virtual Meeting Room)**



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## KANSAS CITY KANSAS COMMUNITY COLLEGE

### Board of Trustees Meeting

Tuesday, November 19, 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 5:02 p.m. at KCKCC- Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, November 19, 2024. The Pledge of Allegiance was led by Trustee Hoskins Sutton.
2. **KCKCC Mission Statement:** Chair Isnard read the College mission statement.
3. **Roll Call:** Trustees present were Chairman Brad Isnard, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton, Ms. Mary Ricketts and Dr. Brenda Scruggs Andrieu. Vice Chair Evelyn Criswell was not present.
4. **Moment of Silence:** Chair Isnard acknowledged the sad news about the recent passing of former Trustee Ms. Patricia Brune, who served on the KCKCC Board of Trustees from 2020 until 2023. Ms. Brune passed away on October 26, she was born in 1949. She was a graduate of Washington High School, received a bachelor's degree from Rockhurst University and a master's degree from Baker University. She retired as Clerk of the Court in the Western District of Missouri in 2009. In addition to her work with the Board of Trustees, she served on the KCK Public Library Foundation, Women's Chamber of Commerce, Leadership 2000 and the Kansas State Library Board. Memorial contributions can be made to the KCKCC Foundation. Chair Isnard shared that Ms. Pat Brune was an amazing person to get to know over the two years he served with her, she was a great mentor to him and she will be sadly missed by many in the community. Chair Isnard led a moment of silence in memory of Ms. Brune.
5. **Approval of Agenda:** Chair Isnard called for a motion to approve the agenda. Trustee Ricketts 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 for a 3-minute limit. There were no patrons or petitioners online. Student-Athlete Sydney Becker approached the podium and her remarks are documented in Item 7 under the Annual Board of Trustees Food Drive presentation.
7. **Recognitions/Presentations:**
- Chair Isnard invited Dr. Greg Mosier, President, and Ms. Sydney Becker, Student-Athlete Leadership Team (SALT) Representative, to present the Annual Board of Trustees Food Drive. Dr. Mosier and Ms. Becker presented the following –
    - Ms. Sydney Becker, President of SALT and member of KCKCC's softball team, spoke on behalf of SALT and the KCKCC athletic department stating that she felt honored to work with the athletes on a day-to-day basis and with the athletic department to make a difference in athletes' lives. Ms. Becker thanked the Board for supporting the teams and athletes on the field and in the classroom. Ms. Becker shared that SALT has partnered with Morgan's Message, a mental health and athletes-focused organization that strives to end the stigma between athletes and their mental health - as the athletic department wanted to make sure that KCKCC's athletes felt seen and heard. With this initiative, shirts were provided to all athletes that read "Human Greater than Athlete" which helps spread the word; the hope is that future athletes feel seen and heard for years to come. With SALT's goal to create an environment where athletes support athletes, SALT began Games of the Month as a way to encourage athletes to support one another and watch each other compete.
    - Ms. Becker noted that thanks to the Board, athletes have the facilities and resources needed to succeed. The SALT team was honored to be invited to participate in the food drive for Blue Devils' cupboard and donated over 500 items. Ms. Becker gave special recognition to the athletic teams for donating the items that would hopefully make the holidays and day-to-day life easier for the KCKCC community.
    - Ms. Becker thanked Dr. Tiffany Bohm, Dean of Health Professions, Ms. Jordon O'Brien, Assistant Athletics Director, Mr. Greg McVey, Athletics Director, the Board and the athletic staff for a great first semester. Ms. Becker invited all to attend softball games in the spring and to follow athletics on social media.

Trustee Hoskins Sutton gave appreciation to Ms. Becker for her presentation.

- Dr. Mosier thanked Ms. Becker for her work and her fellow student-athletes' work in SALT as their contributions make a difference. Dr. Mosier stated this is the 7th annual food drive and thanked the many people that donated, including the Trustees, MVP Law for their large donation, Merchant McIntyre Associates for their \$2,500.00 donation, the Kansas School for the Blind, several employees and Trustee Scruggs Andrieu for including her friends and neighbors. Dr. Mosier stated

that this event helps KCKCC's students that live with food struggles and he looked forward to continuing the event for many years.

Chair Isnard echoed the thanks to all that contributed and to Ms. Becker for all that she and the student-athletes do.

- Chair Isnard invited Mr. Bill Miller and Mr. Rick Swearengen of Novak Birks, P.C. to present the 2024 Annual Audit and Financial Compliance Reports. Mr. Miller and Mr. Swearengen presented the following –
  - Mr. Swearengen explained that the auditors were onsite most of the month of September working with KCKCC's accounting staff for the College and the Foundation. He reported that within the auditors' letter to management, there were no difficulties in performing the audit, there were no corrected misstatements, the financial statements did not require any adjustments and there were no disagreements with management. Mr. Swearengen reminded management and the Board that at the end of the audit, before the report is released, there is a required management representation letter that will be provided to Novak Birks. Mr. Swearengen noted this is a governmental audit because KCKCC receives federal funds and is subject to generally accepted accounting principles (GAAP) and to government auditing standards. Novak Birks reported an unmodified opinion meaning they are not modifying their opinion to reflect any departures from GAAP or government auditing standards. Novak Birks was also auditing the financial statements of the KCKCC Foundation, which is not consolidated into this report, but are included as separate financial statements.
  - For financial statements for the year ended June 30, 2024, the College ended the year with total assets of \$188,336,323, of which \$83.5 million was cash and \$11.2 million was investments in certificates of deposit (CD's), smaller receivables and capital assets. For the statement of revenues, expenses and changes in net position for the year ended June 30, 2024, there were total operating revenues of \$35 million, total operating expenses of \$42.6 million, for an increase in net position of \$25.7 million, which is an increase over last year's net increase in net position of \$21 million. For the audit of federal funds and the scheduled expenditures of federal awards, total expenditures of federal awards were over \$11 million. Typically the College's major program is student financial aid as that's where the bulk of federal funding comes from. This year KCKCC had two major areas with over \$750,000 in federal expenditures from receiving a grant from the Department of Defense for the Automation Engineering Technology program of \$1.7 million. Novak Birks reported that within the single audit of federal funds, that was also an unmodified opinion and there were no findings with this audit.
  - Mr. Bill Miller, Chief Executive Officer of Novak Birks, acknowledged his staff's engagement on this audit – Mr. Matt Regan, Ms. Elizabeth Liddle and others. Mr. Miller reminded the Board of Novak Birks' responsibility to report to the Board as an independent entity. He stated that this year the auditors had concern because of

KCKCC's turnover in the finance staff but no issues were experienced, the books are in good stead and that Novak Birks is in discussions with staff about next year because of the construction, leases and changes in the audit industry. Mr. Miller reported that the College staff did a very good job and complimented Ms. Diana Borodina, Interim Controller, and Dr. Patrick Schulte, Vice President of Finance and Operations, for their work with the audit team and staying on schedule. Mr. Miller noted that tonight's report is a draft and will remain as a draft until the Foundation meets in early December and approves their portion of this audit as they are considered a component unit of the College and incorporated into the documents.

Chair Isnard asked for clarification whether the Board needed to wait until December, once the Foundation portion was finalized, as the approval of this report is scheduled under New Business this evening. Mr. Miller stated that was not the auditors' opinion, that the Board could approve tonight's draft audit as Novak Birks did not expect the Foundation to make any changes. Mr. Miller noted that if Foundation had material changes, Novak Birks would bring the audit back to the Board. Mr. Miller affirmed that Novak Birks would not sign the opinion letter until the Foundation approved their part of the audit.

Trustee Ash reported that the Board Finance Committee reviewed the audit last week with Mr. Miller, Mr. Swearingin and Dr. Schulte. There were no material concerns through the audit and the committee recommended to move the audit to the full Board.

Mr. Miller reported that Foundation received their draft audit the same time the College did and they do not have any changes or comments. Mr. Swearingin added that Foundation's Board meeting is December 5 at which time they would approve their audit - that would be the date of the final audit report. Mr. Miller noted this is how it was done last year.

Hearing no other questions, Chair Isnard announced there will be action on the audit later in the agenda. He thanked Novak Birks for the report and gave appreciation for the work from KCKCC's finance team with the staff turnover. Chair Isnard affirmed that strong financial performance all year results in smooth audits.

- Chair Isnard invited Mr. J. Victor Ammons, I, Associate Professor of Psychology, to present the Academic Affairs Biannual Program Highlight - Psychology. Mr. Ammons presented the following –
  - Introduced members of the psychology department: Dr. Jelena Ozegovic, Professor; Dr. Hira Nair, Professor and Coordinator of the Education Program; Mr. Michael James, Assistant Professor and Coordinator of the Addiction Counselor Program; and Ms. Heidi English, Associate Professor. He also introduced three research students.
  - The psychology department was the first in 2020 to begin the implementation of hybrid classrooms where faculty instruct at one campus and beam information to other campuses.
  - The Department of Psychology, together with the Department of Education and the

research unit on campus, has been instrumental in hosting interdisciplinary symposiums. Most of the symposiums are held in Upper Jewell; this year the symposium was full so next year it may be moved to TEC. The student research symposium began in 2019 with about 65 students and this year there were over 450 students. Most of the speakers have been prominent psychologists - this year's keynote speaker was the first Hispanic female president of the American Psychological Association, next year will be the first female Asian Japanese president of the American Psychological Association. Next year, the hope is to have the most prominent psychologists in the country (the president of the Association for Psychological Sciences and the president of the Society for Experimental Psychology) speak at KCKCC's symposium, at KCKCC clinics and/or the induction in the spring.

- The department is developing a research portfolio where the focus will be on students doing primary research on campus, and next fall the KCKCC psychology department will start publishing its own student research journal.
- Every year the department tries to host a transfer fair. This year there was a collaboration with other departments - Dr. Nair from Education and Professor James from Addictions. Ten schools were selected to speak to KCKCC students about why the student should choose that school and allowed room for interaction.
- The department runs a research portfolio and a high school summer boot camp. Mr. Ammons gave examples of past and current student research studies. The plans for next summer's bootcamp are to hopefully host 500 graduating students in collaboration with the Department of Chemistry program.

Trustee Scruggs Andrieu questioned if the 500 camp students were coming from Wyandotte County schools. Mr. Ammons confirmed the 500 graduated students would be from the four high schools in Wyandotte County and KCKCC would accommodate students outside of Wyandotte County if there was interest.

Trustee Ricketts congratulated Mr. Ammons on the growth of the symposium and on the students that are succeeding and furthering their education in psychology.

Trustee Hoskins Sutton concurred and thanked the entire department for making the difference in KCKCC's students' lives.

Dr. Mosier gave thanks to Mr. Ammons and all the faculty. He emphasized that from an educational and academic perspective, students transferring from two-year institutions to four-year institutions with undergraduate research in their academic portfolio are highly sought after by the four-year institutions and are offered more scholarships.

Chair Isnard was happy to hear about the great work and appreciated all of the faculty and students that joined the meeting.

- Chair Isnard invited Ms. Jordon O'Brien, Assistant Director of Athletics, to present the

Equity in Athletics Disclosure Act (EADA) Annual Update. Ms. O'Brien presented the following –

- o This review reflects the 2023-2024 year. The report is part of Title IX legislation, and it informs prospective student-athletes how equitable resources are spread between KCKCC's male and female sports teams.
- o Last year, KCKCC had eight athletic teams - four male teams and four female teams with 98 male athletes and 71 female athletes; the College has since discontinued golf. Female sports: volleyball, soccer, basketball and softball. Male sports: golf, soccer, basketball and baseball. The coaching staffs were comprised of five male head coaches and three female head coaches with assistant coaches being five male and two female. The athletic aid awarded (scholarships) was very even with 50.4% to males and 49.6% to females. Operating costs are game day costs such as game officials, transportation, uniforms, meals, hotels and equipment - 4% more was spent on male student-athletes than female. Total expenses combined such as student aid, equipment, operating expenses, recruiting expenses, staff salaries and travel was 52% for males compared to 48% for females.
- o Some athletic department accomplishments last year collectively for male and female were a 3.24 department grade point average (GPA), 61 student-athletes named to the All-Conference All-Academic team (requires a 3.5 GPA or above), and 52 student-athletes named to the NJCAA All-Academic team (requires a 3.6 GPA or above). Athletic accomplishments included: Jada Johnson - conference player of the year for women's basketball, Frankie Santiago - conference freshman of the year for baseball, Gehrig Goldbeck - conference Gold Glove award winner in baseball, Brandon Burgette - conference coach of the year (men's basketball coach), and Kaylyn Rogers - NJCAA Lea Plarski Award (women's basketball).

Trustee Scruggs Andrieu questioned why golf was discontinued. Ms. O'Brien answered it was a budgetary decision as there were only six student-athletes last year. Trustee Scruggs Andrieu questioned if there were plans for track and field. Ms. O'Brien answered the Athletic department is looking at other avenues for adding sports and track and field has been discussed. She continued that resources would need to be provided for the field house, locker room and storage space.

Ms. O'Brien added that tonight the KCKCC women's soccer team is competing on the national stage and that tomorrow the women's volleyball team is in the national tournament. Trustee Hoskins Sutton stated she liked the information on Facebook. She stated that years ago female students wanted to play soccer and KCKCC did not have a women's soccer team so they would play intramural and now the College has a women's soccer team. Trustee Hoskins Sutton felt that those students who were advocating for that would be happy to see it and she is happy every time she sees it.

Trustee Ash commended Ms. O'Brien, Athletics Director Greg McVey and all the coaches as the academic accomplishments are amazing and the College has grown stronger over the years.

Chair Isnard stated he was proud of both teams playing in the national games and that the academic performance was incredible.

- Chair Isnard invited Dr. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management, to present the Student Holds Annual Report. Dr. Corti presented the following –
  - There are financial holds and non-financial holds. Financial holds occur when a student has a balance of more than \$1,000.00 due to tuition, library items, equipment such as laptops, or fees. With a financial hold, a student cannot enroll until the amount is below \$1,000.00. A non-financial hold occurs if a student is placed on academic probation or dismissal, if previous transcripts are missing, miscellaneous such as student demographics, a disciplinary reason like student conduct, or health due to the tuberculosis test that is required by state law.
  - The largest category is academic holds - academic probation and academic dismissal. Academic probation occurs when a student's grade point average (GPA) is lower than 2.0. A hold is placed on the student's record until the student meets with an advisor. Most of those holds are quickly lifted. Academic dismissal holds remain on the student's record until the student appeal to the appeals committee to be readmitted to the institution.
  - Financial holds are the largest category over non-financial holds. Financial holds increased from 3,999 in 2023 to 4,687 in 2024. Students are having financial difficulties.
  - The largest category for financial holds is tuition and getting that amount below \$1,000.00 to get registered. Tuition holds increased from 2,756 in 2023 to 3,559 in 2024. The number of tuition holds removed was 870 in 2024 versus 826 in 2023.
  - Equipment holds are for laptops, musical instruments, etc. that were not returned. Equipment holds removed was 377 last year and 210 this year.
  - The total number of students enrolled with restrictions and total of credit hours for students which restrictions - this past year the total number of credit hours is 5,331 versus this year of 6,155.
  - Future steps – review of holds that have not actively been used since academic year 2022-2023 for consideration of removal, publication of active hold reasons on the KCKCC website, and an engagement campaign with former students that have less than a \$1,000.00 balance and students on dismissal probation. Note that students with a \$1,000.00 balance can take classes but are unable to get their transcript.

Trustee Scruggs Andrieu asked if students owe over \$1,000.00 that they cannot get their transcript. Dr. Corti confirmed that was correct, if the balance is over \$1,000.00, students can register for classes but cannot receive their transcripts. Trustee Scruggs Andrieu questioned if students have to pay the amount completely before they can get their transcript. Dr. Corti explained, yes and no – per state law, if some of the student aid was used for classes that were funded, students can receive a transcript for those classes but not their entire transcript. If the balance is less than \$1,000.00, students can get a redacted transcript, but to get a full transcript,

students cannot have any balance.

Trustee Ricketts asked for clarification about putting hold information on the website. Dr. Corti explained that information on the website would detail the different levels of the holds, and that student information about the holds would not be published. The information would help make it clear for students what needs to be done for outstanding balances to be registered.

Trustee Ricketts questioned what support is offered to students prior to academic probation. Dr. Corti answered that the College has an early intervention process for students that are not doing well and the Student Success Center will contact the student to discuss resources such as tutoring. The biggest challenge is that the student may not take the offer for assistance. Dr. Corti continued that when a student is on probation or has been dismissed and is then readmitted, the College needs to make sure the student registers for appropriate classes so they do not end up on probation continually.

Trustee Hoskins Sutton remembered that the College was going to give students the option to make payments and still enroll and questioned if students were taking advantage of making payments or if students were following through on that. Dr. Corti explained the College wants to make sure to get students on a payment plan as a consistent effort to help students reduce their debt and so they can remain students at the institution.

Trustee Hoskins Sutton wondered that since over half of KCKCC's students need financial aid, how the students get the additional debt if financial aid covers most of their tuition. Dr. Corti deferred to Ms. Tammy Reece, Director of Student Financial Aid. Ms. Reece gave the example of a student receiving enough aid to cover all of their costs for a term, and at the end of the term that student did not pass any of the attempted coursework. There are specific federal regulations where the Financial Aid Office reviews student attendance records and there are instances where a student must repay the money. Trustee Hoskins Sutton asked if maybe the students are thinking that since it is a Pell Grant they do not have to pay it back then they do not take the classes seriously. She continued that education about the process and that there are consequences would make a difference. Ms. Reece acknowledged there is education that the College could always work to improve on and explained that KCKCC does have and is required by law to have some of those policies available to students. Ms. Reece stated that with every award notification to students those policies accompany that information but many students do not read the information up front. The Financial Aid Office strives to provide the information before students may need it. Ms. Reece shared that this semester one of the teams wildly important goal specifically plays to some of these items and trying to capture those students before the end of the semester, to try to have those hard conversations so that the institution can retain them.

Trustee Scruggs Andrieu questioned if the Pell Grant funds go to the student then the student pays the College. Ms. Reece explained that federal Pell Grant money must first pay for direct costs – tuition, fees, books and housing fees, if applicable – then students are able to get a

refund for that residual to use for other educational expenses which can include transportation and food while attending to school.

Ms. Reece further explained that if a student receives a non-passing grade at the end of the semester, faculty have to report the student's last day of academic engagement; if the student attended the full semester they do not owe back any of the money but federal law only allows the College to pay aid for the days that they were actually in attendance, per institutional records.

Chair Isnard thanked Trustee Hoskins Sutton for her question about the payment plans as the Board had received a report a while back from Ms. Lesley Strohschein, former Controller, about the plans and how that was successful in getting students reengaged and paying down that debt.

Chair Isnard was curious if the new Free Application for Federal Student Aid (FAFSA) form and the issues it created for families and students may have contributed to some of the increase in the financial holds. Dr. Corti answered yes, the new FAFSA was supposed to be streamlined and more efficient but it was not and it came out late; this year with the new and improved FAFSA similar concerns are anticipated when it rolls out. Ms. Reece added that the FAFSA for 2025-2026 was expected to be unveiled on December 1 but it opened yesterday as they are trying to increase the number of beta testers; KCKCC is not encouraging students to be a beta tester but encouraging them to wait if they can.

#### **8. Communications:**

- Chair Isnard invited Dr. Greg Mosier, President, to present the KCKCC Annual Candle Lighting Ceremony – Wednesday, December 4, 2024, 11:00 A.M. Dr. Mosier presented the following –
  - Last year the College's Centennial year was celebrated as an institution and this year the 100th anniversary of the Candle Lighting Ceremony is being celebrated, as it began the first year KCKCC opened. The ceremony is Wednesday, December 4 at 11:00 in the Performing Arts Center. There will be great entertainment by student clubs and musicians. The ceremony is also used as a fundraising event for student scholarships, donations will be accepted. All are encouraged to attend.
- Chair Isnard invited Dr. Greg Mosier, President, to present the President's Annual Holiday Party – Thursday, December 12, 2024, 11:00 A.M. Dr. Mosier presented the following –
  - Dr. Mosier expressed excitement to host the 14<sup>th</sup> Annual President's Holiday Party on Thursday, December 12 at 11:00 AM in Upper Jewell Lounge. The party is a gathering for employees, retirees and Trustees to come together to enjoy camaraderie and good food before the winter break. All are encouraged to attend.

Chair Isnard agreed the party is always a great time and encouraged anyone who could to attend.

- Chair Isnard invited Dr. Greg Mosier, President, to present on Employee Support. Dr. Mosier read the following message directly for and in support of all KCKCC employees:
  - *Both internal and external people can be assured that the entire college faculty and staff work extremely hard to be inclusive and respectful to all Board Members. This includes what goes into each monthly board report which does take tremendous effort by many people to provide a detailed and a robust report for the Board and the entire community at-large. However, comments made by a Trustee at last month's meeting were unprofessional, unsubstantiated and damaging to the inner workings of the College. These false accusations were also disruptive to college employees, which takes them away from the important work that we have to do every day to improve the lives of our students and our community. The accusations that college employees are purposefully and intentionally excluding certain Board Members from board reports or other items in so-called patterns of microaggression, whether done on their own will or being emboldened to do so by my executive team or at my direction, are harmful to those employees being called out with slanderous statements made in a public forum. Should these actions reoccur in the future, all employees, you can be assured that I will professionally and appropriately address those items at that time to protect you from any accusations of wrongdoing or other items that should not be addressed in a public setting. The College and the Board have in place a collaboratively created KCKCC Board Members and CEO/College Staff Communication Protocol adopted on August 13, 2019. This protocol was created so individuals are treated with mutual respect and so that these types of situations don't occur in public settings and don't publicly single individuals out for accusations of misconduct, whether they are substantiated or unsubstantiated. There is an appropriate time and place for these conversations, and it is not in our public Board meetings. It's my goal that we can move forward from this unfortunate situation in a positive light, treating one another with mutual respect and giving grace when needed. Sometimes mistakes are made, they happen, and they need to be recognized as just that, mistakes, so we can all focus on the important work that we have in front of us. Thank you.*

Chair Isnard thanked Dr. Mosier and pointed out that each Trustee was provided a copy of the KCKCC Board Members and CEO/College Staff Communication Protocol for review. He noted that the document has been in the Board Handbook since August 13, 2019, and that during Board Retreats the Board Handbook is reviewed annually with the opportunity to make changes or review this policy, and that since 2019 there have been no changes to it. Chair Isnard stated that means that the protocol is the shared commitment as Board Members, that it would be followed and that Board Members would treat each other with respect, limit issues there may be involving specific employees or the president to executive sessions, which the state statute allows for discussion of nonelected personnel – that is the forum for that discussion, not at the public meeting.

Chair Isnard continued that he failed to properly address comments made during the last

meeting as he was taken back by them and needed to put together his thoughts. Chair Isnard gave another reminder of the CEO/College Staff Communication Protocol and asked that all Trustees review it, remind themselves about it and to bring questions or concerns about it to him so it could be added to the next Board Retreat agenda to discuss if changes were necessary. Chair Isnard asserted that in his 10 months as Board Chair, this was the second time he has had to address this specific protocol and that there comes a time when simply a reminder would not be enough. Chair Isnard directed to move on to the next agenda item.

Trustee Hoskins Sutton announced she would like to speak as everyone knew she is the one being talked about. She stated that she's tried to have these in our meetings but it's ignored and the last Board meeting minutes read that the Board would move on but tonight she is being called on the carpet with nothing having been said to her. Trustee Hoskins Sutton stated that the Board all know there have been instances ever since she has been on the Board, such as she would attend events, from even when Dr. Tami Bartunek, former Chief Marketing Officer, worked at KCKCC, and Trustee Hoskins Sutton's name was not on the list, but everyone else's name was on the list. Trustee Hoskins Sutton felt that this year all the things have just seemed to escalate - from the Convocation when other Trustees were recognized and she wasn't after she responded that she was attending. She questioned how that looks to employees when they see Dr. Mosier recognizing the other Trustees while she is sitting there not being recognized. Trustee Hoskins Sutton also noted the graduation in Lansing where everyone had a cap and gown but her. She continued that in the minutes from last month it was written that she was not accusing anyone and that it was understood that she was not chewing out any employees, but now it is being made to sound like she was.

Chair Isnard shared that the most important thing to remember as individual Board Members, is that there is no reason the Board would chew out any employee for something like an accidental oversight - as a single Board Member, there is no power over employees and the collective Board employs the president. Chair Isnard pointed out that at the breakfast event last week everyone knew that he was in attendance, but it was almost an oversight to mention that he was there; he did not take offense to that as he was at a table in the back, and it is easy to forget when there are so many other people to recognize. Chair Isnard thought it was important to remember that things do not have to be something intentional, that simple oversights happen and they can happen frequently.

Additional conversation ensued.

Discussion was had as a reminder as to what conversations are appropriate and legally allowable to be held in open session and executive session. It was mentioned that this item may be worth adding as a topic to the Board's next retreat agenda.

Chair Isnard gave thanks and moved to the next item on the agenda.

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

- On behalf of the Board Finance Committee (BFC), and on behalf of Vice Chair Criswell, Chair of the BFC, Trustee Gilstrap reported the BFC met last Tuesday and all committee members were present. There was a thorough presentation on the annual audit given by the auditors which made the members feel confident in the auditors' skills and especially confident in the KCKCC staff. The October financial summaries were reported by Dr. Patrick Schulte, Vice President of Finance and Operations. Updates were reported by Dr. Mosier on the downtown location, the Pioneer Career Center purchase and staffing.

Trustee Ash added that the Board packet contained the financial reports and statements. KCKCC continues to be in a very good financial position in all areas of the College. The auditors presented earlier in tonight's meeting with respect to KCKCC's overall positions and the College continues through the competence of its leadership and people in key positions to manage the strong financial situation. Dr. Mosier gave an update on the downtown campus which has obtained the stage one and stage two building permits, which means the project can start on the foundation and going vertical this spring. The committee voted to move forward with a recommendation to accept the financial report.

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

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, reported the BPC has two policies being brought to the Board for approval later in the meeting.

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

- On behalf of the Board Community Engagement Committee (BCEC), Trustee Ricketts, Chair of the BCEC, reported the BCEC met briefly on November 14 with several agenda items including creating an invitation letter that will be shared with Chair Isnard and Dr. Mosier for their approval. The letter will seek recommendations for some community engagement members across Wyandotte County and Leavenworth County - this would position KCKCC to have a circle of advocates that would be able to share facts and data. The BCEC wants people to have the facts and data to share, to be strategic about who shares that information and to find partners that will be able to spend time quarterly with the BCEC to keep people abreast of what is going on and some of the great success at the College.

Chair Isnard shared that he was excited to get more community members involved, to get more feedback from the community and he looked forward to seeing the list of potential members. Chair Isnard called for a motion to accept the report. Trustee

Hoskins Sutton made the motion. Trustee Scruggs Andrieu seconded the motion. The Motion Carried.

- As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported that a number of Trustees traveled to Seattle for the ACCT Annual Leadership Congress. Trustee Hoskins Sutton and Trustee Ash each attended their respective committee meetings and participated in the Congress which included the opportunity for the College's region to successfully reelect Trustee Hoskins Sutton to the Diversity, Equity and Inclusion (DEI) Committee assignment that she has served on the past couple of years.
- Trustee Hoskins Sutton reported:
  - First she met with the Diversity, Equity and Inclusion Committee and they had robust conversation about terms they might use and how they were going to move forward with some states being limited to what terms they can use. She stated nothing was finalized because there was pushback that it is needed and how they were going to do what was needed if they do not focus on inclusion. Trustee Hoskins Sutton mentioned she read an article titled "The Cost of Not Including" and would report on that next month
  - Trustee Hoskins Sutton reported on some of the sessions she attended. The pre-Congress session attended with Trustees Scruggs Andrieu and Trustee Ricketts was on "Innovative Solutions for Student Support and Offsetting College Expenses." This was about students receiving Supplemental Nutrition Assistance Program (SNAP); the College can become a third-party partner to tie into that SNAP that students are receiving and employee training - that's a way the College can funnel and get reimbursed for that.
  - Another session she attended titled "Shaping Tomorrow's Workforce, Leveraging Data for Future Ready Skills" had an excellent speaker, much information about workforce and how colleges are going to prepare the workforce. This session resonated with her and she thought the way that Dr. Mosier is leading the College was on the right path for the workforces. She shared that one item presented was that employers and local companies are requesting the community colleges to do certain things but the colleges should be careful on what is taken on as it needs to benefit the community. Trustee Hoskins Sutton hoped that KCKCC would look at that.
  - Another session that was interesting to Trustee Hoskins Sutton and resonated with her was "Onboarding Your New Trustees" presented by Nicolet College in Wisconsin. She shared that they do an extensive job with online training, that the new Trustees meet with and get to know the president, their Board orientation and training is mainly done by their Trustees, they keep in touch, they meet with each Cabinet Member so that they can understand the whole college and the online trainings continue with explaining the Board packet and the terminology. Trustee Hoskins Sutton hoped that the College could do a better job to put something together that would help onboard new Trustees so when they attend

their first Board meeting they have an explanation of what things mean - this has made Nicolet College's meetings more productive. Trustee Hoskins Sutton thought this would help Trustees know what the Higher Learning Commission is, what it means to KCKCC and that the College is guided by the Kansas Board of Regents (KBOR).

- Chair Isnard shared that with his attendance this year, he tried to focus on personal professional development and his role on the Board such as sessions related specifically to Board relations. He attended the Chair's Academy as a pre-session to the conference and heard from colleges across the country on some of the issues they face and how they addressed those issues. Chair Isnard agreed with Trustee Hoskins Sutton's point about how new Trustees come in and may not know exactly how things operate or may not have exposure to the education field, especially when many Trustees across the country are appointed and not elected. Chair Isnard continued that it was great networking and learning from other colleges. He commented that he was able to share things that KCKCC was doing great and felt that, with this being his third year on the Board and attending the conferences, that KCKCC needs to start doing presentations as some of the other colleges could learn from what the College is doing with the downtown campus, the amazing projects being worked on, the new programs and ways KCKCC has received funding from state and federal resources. Chair Isnard thought that would be a wow-type of discussion with the colleges that have never tried and that KCKCC could share what was being done right.
- Trustee Scruggs Andrieu shared that the workshop that impressed her the most was about large military drones and how a college had incorporated a learning program of teaching people how to use those drones. She also learned how different athletic programs can help students be attracted to a college's program - maybe students who had not intended to go to college, but because of the athletic program they may be attracted to go to the college. Trustee Scruggs Andrieu reported there was an Artificial Intelligence (AI) program that focused on teaching students who play computer games and get bored in class to let students use their gaming skills in the classroom in a more competitive way and the students became engaged.
- Trustee Ricketts reported on a Board engagement session hosted by Roanoke-Chowan Community College as they were having major issues. The narrative they used highlighted the issues stemming from unclear Board roles, lack of leadership, many internal conflicts that was compounded by external scrutiny coming from the state auditors and accreditation bodies and the Board was facing a lot of public criticism. Trustee Ricketts shared that some of the key takeaways were how that college worked through their challenges and created accountability - they had a phenomenal strategy created for their Board reform such as the Board underwent extensive self-assessment and redefined their roles; for the Board/president dynamics, they hired a strong community-focused president that helped them stabilize the institution and the Trustees emphasized the importance of trusting the president's leadership while offering their support; the Board focused on

collaboration and culture; and the Board took the time to realize their lessons learned. Trustee Ricketts continued that those Trustees stressed the importance of prioritizing students over personal agendas and egos and really looking at the Board's commitment to transparency, education and community development.

- Trustee Ash shared his thoughts on a workshop that he had never seen before in all of the Congresses he had attended - the workshop was about the importance and the value of the Board working for the president's compensation. It was a good, interesting workshop that affirmed some things that the Board has done over recent years with respect to the president's compensation package and other compensation across the College.
- For the business of ACCT, Trustee Ash reported the financial statement of the organization is strong. He continued that this was an historic Congress with three Board positions open, three Board Members running and in accordance with the bylaws of the organization, the individuals are elected by acclamation - this was the first Congress that Trustee Ash did not need to vote. He continued that in the past, there have been as many as seven or eight ballots to elect Board Members; ACCT is still looking for people interested in running for Board positions which are open to anyone and the details are in the ACCT Trustee Advisor magazine.
- Trustee Ash reported that overall it was a good Congress with ACCT's business being in good shape and their transfer of leadership to the new incoming president of the Board. Trustee Ash continued that the ACCT National Legislative Summit is in February and there will be a brand-new administration in Washington with a lot of new members in both chambers of the Congress. Trustee Ash reported that ACCT was beginning to contact the legislators to discuss issues like the Pell Grant - how much it should be, if it is sufficient and should it be year-round. Trustee Ash thought it should be an interesting Legislative Summit and KCKCC intended to participate.
- Trustee Hoskins Sutton announced that she had three points to add. She thought that all of the Congresses were good, but each year they continue to create many good sessions - it was a plethora of everything; she noted that she liked there were more direct sessions for what the Trustees could use in getting ready and serving on a Board. Trustee Hoskins Sutton was impressed with the three people running for the Board positions as no one would have known they did not have any opposition due to their professionalism and their speeches. Trustee Hoskins Sutton shared that the Chair for the Congress serves one year and that history was made this year in that the Chair-elect for next year's Congress in New Orleans is Mr. Richard Fukutaki - he is the first Japanese American to ever serve that position; his speech was very encouraging to hear and he was cheered because of the diversity and inclusion being shown.

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

- The Kansas Association of Community Colleges (KACC) was not discussed.

10. **Consent Agenda:** Chair Isnard called for a motion to approve the Consent Agenda. Trustee Hoskins Sutton made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

11. **Student Senate Report:** Chair Isnard called for the Student Senate report. Mr. Joseph Sanchez, Student Senate President, presented the following –

- On October 25, Student Senate hosted the Fall Festival. It went very well, was well received and there were 75 people who attended. The event received a lot of positive feedback and the biggest hit at that festival was karaoke.
- On November 4, Student Senate hosted Grocery Bingo for over 55 attendees.
- Yesterday, there was a Scream for Ice Cream event for students with over 140 attendees.

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

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

- This is a busy time of year filled with many events including this week being International Education Week.
- Last week, KCKCC gave the keynote address at the National Institute for Construction Excellence (NICE) Annual Awards Luncheon and shared a presentation about the downtown project. There were over 800 attendees and the College received a good, excited response about the downtown site and especially the public-private partnership model that KCKCC has been approaching.
- On Thursday, KCKCC hosted the President's Leadership Circle with a good turnout and support from sponsors and donors for downtown, student scholarships and what is being done at the College. Dr. Mosier gave appreciation for the work of Ms. Mary Spangler, Executive Director of Foundation, and her team.
- Many groups of KCKCC representatives attended events across the Kansas City metro during November - events with the Hispanic Development Fund, High Aspirations and several others - and KCKCC continues to get highly recognized throughout the community.
- Tomorrow Dr. Mosier will serve on a panel, at the request of Dr. Blake Flanders, President and Chief Executive Officer of the Kansas Board of Regents (KBOR), for the Midwestern Higher Education Compact to discuss prison education, KCKCC's expansion in that area and what community colleges are doing and can do to help provide education in the prisons.
- Dr. Mosier and Ms. Mary Spangler have a meeting at the downtown site tomorrow with a potential donor to discuss the benefits of the downtown project and how it ties in with that foundation. This meeting has been almost a year in the making.
- An image was shared of the TEC parking lot where the Wash Barn used to be – it has been demolished. Additional concrete will be removed from that site and the area

will be brought up to grade and leveled for additional parking. If there is a decision to build something there in the future, it will be a clean site to work with.

- Downtown Update –
  - Dr. Mosier shared an image of a meeting with representatives from PGAV Architects, McCownGordon Construction and Copaken Brooks reviewing which parts from the Seventh Street Methodist Church could be salvaged such as the stanchions which will be outside of the community conference room, pews that he will continue restoring and stained-glass windows. The representatives will fine tune the dimensions, determine how to restore the historical elements and how to tightly suspend the stained-glass windows inside the storefront windows in the conference room and in the art gallery, depending on how many are restored in their final form.
  - Dr. Mosier shared the newest image of the downtown site from the southeast corner along State Avenue from 6<sup>th</sup> Street to 7<sup>th</sup> Street. He reminded all that the plan was to keep the Kraken building, which is on the southeast corner of the block; that building was purchased from a private individual and is able to be repurposed.
  - The downtown project is going well after a short setback due to rain and additional findings upon excavating the parking lot on the west side of the Willa Gill Center. There had been another church adjacent to the Methodist Church, but it was blown in in a storm in 1940; most of those salvageable articles were retrieved and the building was crushed then buried. During the last week, about 6,000 cubic yards of construction remains from that building were removed and about 6,000 cubic yards of fill dirt brought in to make it compatible. The total project is still about \$600,000 and \$800,000 under budget, which is incredible for construction at this time.
  - Dr. Mosier shared map images of the Kraken building, the enclosed dirt yard where students will work with electric vehicle (EV) equipment and a patio area. Since there is a food shortage and limited places to eat in downtown KCK, the desire is to make the Kraken building ready for a food service vendor to operate which will give the College operational revenue. Dr. Mosier shared an idea of what the Kraken building could be in relation to the main building with a patio area, windows cut into the building, an outside eating area and an inside eating area. The Kraken building would be faced with a material mixture of limestone and metal fascia to look like it is part of the main building structure. There will be meetings with the construction team to discuss the economies of scale that can be utilized while work is being done on the project - cutting in the additional windows, ensuring the incoming water lines, sewer lines, etcetera are good and beginning work on the Kraken building during the same time. This will ensure everything looks the same for the grand opening. The interior of this building will be roughed out to dimensions that would meet a food service product. Initial design meetings will be in the next two weeks.
  - Dr. Patrick Schulte, Vice President of Finance and Operations, and his assistant,

- Ms. Karen Callahan, have been working hard on the new markets tax credit.
- KCKCC recently received two donations to the College's portion of the project: a \$100,000 donation from the Barton P. Cohen & Mary Davidson Cohen Charitable Fund and a \$25,000 donation from Design Mechanical, who handles the campus's mechanical work. There are two potential donors that have the possibility of providing an additional \$3.5 million to the project. The original goal was to raise \$50 million – to date with cash and in-kind donations the total is approximately \$67,800,000. The potential new donations would bring the total to almost \$71.5 million which is remarkable.
  - Dr. Mosier shared an animated video of the downtown project created by PGAV Architects showcasing some rooms, interiors and finishes to give an idea of the finished facility. Dr. Mosier felt that people will be competing with KCKCC in future design, construction and architecture on what the future of downtown KCK looks like. He stated that this is being built for pennies on the dollar for the downtown community and it will be great for the community.
  - Gave a reminder that KCKCC will be closed next week for the Thanksgiving break.
  - Dr. Mosier noted that he will be off campus the week of December 16 and that Dr. Scott Balog, Executive Vice President, will serve in his place at the December Board Meeting.

Trustee Ash motioned to accept the report. Trustee Scruggs Andrieu seconded the motion.

**The Motion Carried.**

**13. Vice President Educational Innovation and Global Programming Report:** Chair Isnard announced the next item would be out of order on the agenda as Dr. Fabiola Riobé is hosting guests for International Educational Week. Chair Isnard called for the Vice President Educational Innovation and Global Programming report. Dr. Riobé highlighted the following –

- Thanked everyone who supported the launch of International Education Week. Over 145 participants engaged in the kickoff ceremony yesterday and the thematic forum today.
- The Adult and Continuing Education (ACE) enrollment has increased along with students' progress. General Education Development (GED) students have shown a 31% improvement rate compared to where GED students were in previous terms and English Language Acquisition (ELA) programs are at a 65% educational gain. ACE is working to get funding with the Workforce Innovation Opportunity Grant. The popular programs of driver's education and motorcycle safety are resuming in March. The Kids on Campus program is pursuing a \$300,000 potential grant to expand the youth program around empowerment and literacy.
- High School Partnerships (HSP) are about one-quarter of KCKCC's enrollment. The HSP team works to enhance partnerships with the 22 high schools that the College serves. HSP recently hosted an annual luncheon with the partners to share relevant information, to find out what is working, what programs their students are interested in and how to position KCKCC to meet those needs. HSP is piloting new enrollment features to

streamline enrollment to programs for high school students - this has integrated artificial intelligence (AI) to give students a real-life experience of what it would look like in their program and being a student at KCKCC. HSP launched an outreach campaign to engage underrepresented students to get their families to understand what it means to be early admitted into college.

- International Scholar Services and Global Programming (ISS&GP) – Dr. Riobé shared a highlight video of the successful kickball event that had over 60 participants and raised over \$2,000 in support of international programming. Enrollment for international scholars has grown 44% which is the national trend. According to International Institute data, on average community colleges are seeing a 12.7% increase. Dr. Riobé gave kudos to Dr. Scott who is helping lead these initiatives, is staying engaged with the trends and is making sure that KCKCC is part of national and international conversations around the future of international education and how to build global competency.
- Online Education Services successfully integrated the Blackboard Ultra Learning Management System (LMS) and continues to support faculty with customized and tailored support. OES is working on two new technology integrations, Illuminate and Genius, to enhance learning analytics and to offer personalized courseware pathways. OES is piloting a new AI chatbot to offer 24/7 support for students and enrollment needs. The OES team is collaborating with the State University of New York (SUNY) system to learn and offer opportunities in online international learning to support virtual international exchange.
- Workforce Innovation (WFI) hosted an Automation Engineer Technology (AET) open house for over 70 families. The customized, targeted programs of Lineman Apprenticeships and Industrial Maintenance Technology continue to grow as WFI expands opportunities in those cohorts to introduce strategic, micro and stackable credentials in the curriculums.

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

**14. Executive Vice President's Report:** Chair Isnard called for the Executive Vice President's report. Dr. Greg Mosier, President, on behalf of Dr. Scott Balog, highlighted the following –

- Joined by KCKCC's new Chief Information Officer, Dr. Balog attended the EDUCAUSE Annual Conference in San Antonio, TX in late October.
- Dr. Balog attended Franklin Covey's Higher Education Leadership Summit in Irvine, CA in early November. He is working on "The 4 Disciplines of Execution" (4DX) launch sessions for December 2 and 3 - the leadership team and the coaches will meet with the academic and non-academic teams who are creating their wildly important goals (WIGs) and how those will be achieved.
- In October, Dr. Balog engaged the Overland Park Chamber of Commerce to review their Kansas City Metro workforce data. This is a regional approach with the Civic Council and KC Rising, that will provide information to help prepare talent for in-demand jobs across the region.

- Dr. Balog engaged area high schools in the Ewing Marion Kauffman Foundation Collective Impact Grant. KCKCC has submitted a proposal for that to partner with K-12 institutions, the University of Missouri-Kansas City and Babson College for partnering incubators with The Toolbox and Porter House KC on their educational on-ramps for mentoring entrepreneurs.
- KCKCC was included in proposals from the University of Kansas Medical Center and Enterprise KC to help grow the number of skilled cybersecurity professionals in the region.
- A NextGen Career Pathway Symposium for Career and Technical Education was hosted at the Pioneer Career Center for Leavenworth and Lansing high schools and workforce partnerships on how to partner together to develop Leavenworth County skill development.
- Dr. Balog coordinated the second implementation session of 4DX with the academic program coordinators training. Dr. Mosier gave thanks to the three additional coaches who have begun to help lead this effort – Ms. Cecilia Brewer, Dean of Academic Support and Assessment, Dr. Steven Nettles, Director of Institutional Effectiveness, and Mr. Tom Grady, Director of the Blue Devil Institute for Teaching and Learning. There are over 100 teams that are engaged across the College in this new 4DX operational system.
- Many good things are happening with the leadership of Dr. Balog and those giving him support in the initiatives.

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

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

- Academic Affairs' work on the math pathways initiative is proceeding well and will continue over the next year and a half. The initiative is spearheaded by the Kansas Board of Regents (KBOR). Mr. Pope and Dr. Edward Kremer, Dean of Math, Science and Computer Technology, are trying to map out how to handle the pathways as most of the degrees will have to change in some form. Mr. Pope pre-thanked his assistant, Ms. Janice Spillman, who will largely be responsible for making sure the College's degree audits are updated to reflect this. The change will be a good for students because college algebra will no longer be the only gateway math course - students in certain programs and areas will have the opportunity to take statistics, contemporary math or a technical math course. Academic Affairs is working with the math department on a health professions math course also.
- Mr. Pope had a great opportunity to talk to two individuals this week. The first was one of his first students at the College - it was exciting to hear that she graduated from KCKCC then attended the University of Missouri-Kansas City (UMKC), did a student work study at UMKC, was hired in UMKC's Information Technology (IT) department then formed her own company of seven employees that does data laying for big box companies. This student will be speaking at KCKCC's Candle Lighting service. The

second opportunity was to speak with a visiting professor Calhoun Community College in Alabama who is playing at the jazz concert at KCKCC this week. This professor's president saw KCKCC's performance awards in the "Downbeat" magazine and asked how KCKCC could be so good. Mr. Pope had a good conversation with that individual about things KCKCC is doing and learned about wonderful things they are doing.

- The fall jazz concert is at KCKCC's Performing Arts Center tomorrow night from 7:00 PM to 9:00 PM and a second concert on Thursday from 7:00 PM to 9:00 PM.
- Students visited the audio engineering convention in New York and, thanks to Dr. Ian Corbett, Professor and Audio Engineering Coordinator, met an individual from NPR's Tiny Desk Concerts, a theater sound designer, and a Grammy-winning producer and owner of Studio G Brooklyn. This is a great opportunity for students, on a yearly basis in the audio engineering program, to attend and connect with these individuals.
- Culinary Arts students visited the wonderful Fox and Pearl restaurant and got a presentation from Guy Danforth, a well-known chef in Kansas City.
- The Physical Therapy Assistant (PTA) pass rate for Spring 2024 was 100% - congratulations to them.
- Dr. Kremer's students visited and looked at internship possibilities at the University of Kansas Medical Center.
- Academic Affairs is always interested in and involved in student success at the College and beyond the College.

Chair Isnard called for a motion to accept the report. Trustee Scruggs Andrieu 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 Student Affairs and Enrollment Management report. Dr. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management, highlighted the following –

- The enrollment numbers for the spring semester look good and are ahead compared to last year in all categories. The department and others are creating a plan on how to improve efforts between students being accepted and enrolling for class. Archer Education is helping with this effort to improve the process.
- Two of the athletics teams are nationally ranked. Dr. Corti attended the women's soccer game last night which they won in double overtime and hopefully they win again tonight.
- The field house is not available for the inside teams; the teams are playing their home games in other locations off campus. The field house is scheduled to be finished in March or April.
- The athletics Hall of Fame was hosted at KCKCC and was a great event.
- KCKCC's on campus food pantry served over 764 individuals the past month. This is a great resource for students.
- The College has contracted the Student Assistant Plan program. This is an online program that helps with students' mental health, especially during semester breaks when students are not able to see a mental health professional on campus. This is for

- all students that need additional mental health assistance.
- KCKCC has a number of partnerships being developed in the admissions area with international students and high school students.

Trustee Hoskins Sutton commended the athletes and questioned if they were practicing at various locations or at one secured location. Dr. Corti answered there are a number of facilities rented for competitions and one facility near the Legends area as the practice facility. Rental facilities for the games are a balancing act due to using other schools' facilities and needing to schedule around their competitions and practices. The game locations are listed on the website. Trustee Hoskins Sutton thought all of those issues together was quite a bit for the athletes and it was great that they are still doing wonderfully and still winning. Dr. Corti agreed because basically every game the athletes compete in is an away game since they leave campus yet they are going an excellent job.

Trustee Ash asked if the new and improved weight room was available for students to use. Dr. Corti explained that it just opened for student use and there was an opening ceremony.

Dr. Mosier informed the Board that the enrollment report this semester is a little different than previous semesters and there have been conversations in Cabinet on the best way to report. Spring semester's enrollment always begins on November 1 but this year classes start one week later giving an additional week of enrollment. Normally, enrollment is compared - so it can be done as close as a day-to-day comparison - from the number of days prior to the beginning of the semester, but this semester, just for this year, if it is done that way, there is an extra week of enrollment that is taking place now that did not take place last year at this time. This inflates the numbers as that is about a four-day difference. If the numbers are compared in the other direction, it is about a two-day difference. If the starting point being compared is November 1 and counting the number of enrollment days, then it is a closer comparison. Until now, the enrollment reports were always run as a full report on Mondays, but that is being transitioned to run a daily report. For future semesters, this will allow the comparison of true numbers. For this semester the enrollment reports may reflect large fluctuations, because this is an off year for the number of days students have had available to enroll or how many days there are prior to the beginning of the semester. This will average out, but in the beginning of enrollment reporting there will be large fluctuations.

Chair Isnard questioned health services reporting a spike in the tuberculosis (TB) questionnaire screening as he has heard of an increase of TB in Wyandotte County and wondered if the College should be concerned. Dr. Corti was unsure and would need to follow up on that. Dr. Mosier commented that he had conversations with the County Health Department prior to Dr. Corti's arrival at KCKCC and has some background information about the topic; he was not at liberty of sharing since it is personal health information of community members, but the College is monitoring it.

Chair Isnard called for a motion to accept the report. Trustee Hoskins Sutton made the

motion. Trustee Scruggs Andrieu seconded the motion. The Motion Carried.

**17. Vice President Finance and Operations Report:** Chair Isnard called for the Vice President Finance and Operations report. Dr. Patrick Schulte highlighted the following –

- Business Office - Regarding student holds debt, a key piece is that students have a tuition cost per credit hour, and students can also borrow money based on cost of attendance associated with cost of living. Sometimes students take out a loan to help offset lost wages so that is an area they may incur debt. That is one of the key focus areas the business office reviews to determine some barriers students have and how the department can maintain and assist them through the process of financial literacy.
- Work continues on the New Markets Tax Credit (NMTC) for the downtown project with a weekly call with about 50 individuals that work through a checklist of almost 300 items. The task is comprehensive of the three downtown partners and many attorneys. Dr. Schulte thanked MVP Law attorneys Mr. Greg Goheen and Mr. Gabe Greenbaum for being an essential partner, and thanked Ms. Karen Callahan, his executive assistant, for keeping the group moving through the process. The focus is to close on the NMTC the first week of December for those funds to be in the College's repository for use on the downtown project.
- Human Resources (HR) – HR provided educational opportunities last month. For domestic violence awareness month, the presentation "In Her Shoes" was presented by The Friends of Yates and it focused on the barriers and complexities associated with domestic violence. HR held the annual KCKCC Employee Health and Wellness Fair which is an educational opportunity for individuals to learn about health and wellness on campus, and what needs to be done in taking steps towards being healthier. The COVID-19 guidelines were updated on the website to make sure KCKCC is on the forefront of how to respond to additional issues associated with COVID-19.
- Information Services – The Nelnet international payment project is looking at payment plans associated with it and utilizing partnerships. Regarding the other student holds question earlier about the threshold of \$1,000.00 receivable, if students have that debt but are on a payment plan and making progress towards making those payments, the College allows the students to register since they are actively taking a process to pay down that associated cost. The Ellucian Software-as-a-Service (SaaS) project is slated to begin January 2025 with a project end date of June 2026. This is a very large undertaking but is essential to moving forward. Mr. Bob Walker, Chief Information Officer (CIO), is taking the initiative on request for proposals (RFP's) – how the scope of work and plans are developed, and standard operating procedures for all areas.
- Facility Services – A new Director of Facility Services, Ms. Debbie Fangman, was hired. Ms. Fangman has 20 years of experience and embraces a planning standpoint on addressing the day-to-day deferred maintenance needs of the campuses and looking toward the future to where the College is going and what the College is doing. Ms. Fangman has been an essential asset and will engage in the downtown project, taking

the lead on the development as the project moves vertical.

- College Police – Fire drills were conducted on main campus, the Technical Education Center locations and the Pioneer Career Center; no concerns were reported. College Police held their annual officer range qualifications in accordance with the state requirements of Wyandotte County Sheriff's Department on October 30.
- Wellness Center – As a focus on health at work and fall health initiatives, the 8-week program titled Walk Across Kansas is going strong at week six with 19 teams competing and 76 individual participants. Dr. Schulte will continue to partner with the Wellness Center to determine how to create opportunities for individuals to think about their health while at work and engage in the process of health at work.

Trustee Scruggs Andrieu thanked Dr. Schulte for clarifying the financial questions on student holds.

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

**18. Vice President Marketing and Institutional Image Report:** Chair Isnard called for the Vice President Marketing and Institutional Image report. Ms. Kris Green highlighted the following –

- Thanked the Marketing and Institutional Image (MII) team for handling a ton of work every day. From streaming the Board meeting to a thematic forum, Media Services does events every day, the team flexes their time, they video every sports game, it is a very complex task and they do a great job. Recognized the community service and outreach handled through Central Scheduling who hosted 61 external events last month and waived \$10,028.00 in fees to Wyandotte County residents and nonprofit organizations. Thanked the Print Shop who completes projects all of the time, quickly and efficiently and noticed that faculty and classes would not run well without them. Ms. Green affirmed that all of those are important jobs focused on customer service. These support services will help with “The 4 Disciplines of Execution” (4DX) and the College’s initiative to increase enrollment and retention by improving customer satisfaction and customer service. The departments do a great job without being recognize and counted – 4DX will be a way to formalize the customer service examples and offer an interesting way for those support services to support the overall enrollment goal.
- The enrollment management strategies are getting great national attention. MII was selected to present on the partnership between Clarus and Archer Education and KCKCC’s enrollment management strategies at the American Association of Community Colleges (AACC) next April.
- MII is in the process of taking KCKCC’s website to the next level to better serve students. This is the marketing division’s other 4DX wildly important goal (WIG) to achieve this year. Marketing is preparing to show the examples of how that website will be more student-focused to President’s Cabinet in the next month and start

implementation.

- Gave a big thank you to program areas for submitting their surveys for marketing to write program websites. Ms. Green has received 45 to 60 surveys.
- Enrollment marketing never stops. This is the heavy season for spring enrollment; there will be radio campaigns, community sponsorships, digital advertising and postcard mailings.
- Shared a big thank you and stated that all of the MII teams are working hard and notice the way that 4DX is going to help KCKCC.

Trustee Scruggs Andrieu asked if the printing service was open to the general public. Ms. Green answered it is not due to capacity and not having a mechanism to charge the public since the print shop is not used as a cost center for internal audiences and their budgets do not get for using print services. Ms. Green continued that a model for that would need to be developed and the capacity would need to be created - those topics have not been considered at this point.

Ms. Green pointed out an example of MII's work such as the four-page downtown flyer provided at the Board meeting; that flyer was distributed at the National Institute for Construction Excellence (NICE) luncheon and at the President's Leadership Circle (PLC) breakfast recently. Ms. Green noted that all of the new designs present around the meeting room are items designed and created by MII at a high quality and a fairly rapid pace.

Dr. Mosier commented that the new banners looked great. Chair Isnard noticed the new banner and also liked the T-shirt design celebrating first-generation students.

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

**19. Unfinished Business:** Chair Isnard announced there was no Unfinished Business scheduled.

**20. New Business:**

- Chair Isnard invited Trustee Linda Hoskins Sutton, Chair of the Board Policy Committee, to present the College Policies. Trustee Hoskins Sutton presented the following –
  - The Vacation Leave (Policy 5.18) and Employment Categories (Policy 5.51) policies were already numbered as the policies already existed and the Board Policy Committee handled updates on them.
  - Trustee Ash stated that both policies looked straightforward and were clear how they were presented. He gave appreciation for the work.
  - Chair Isnard stated he reviewed the vacation policy recently and had noticed there were several items that needed updated including job titles. He gave appreciation for the work and agreed that the policy looked clear.

Chair Isnard called for a motion to approve the policies. Trustee Scruggs Andrieu made the

motion. Trustee Ash seconded the motion. The Motion Carried.

- Chair Isnard invited Dr. Patrick Schulte, Vice President of Finance and Operations, to present the 2024 Annual Audit and Financial Compliance Reports. Chair Isnard stated the Board had heard the presentation from Novak Birks and called for a motion to approve the 2024 Annual Audit and Financial Compliance Reports. Trustee Gilstrap made the motion. Trustee Ash seconded the motion. The Motion Carried.
- Chair Isnard invited Dr. Greg Mosier, President, to present the Alcohol Resolution for the Shepherd's Center of Kansas City, Kansas Fundraiser. Dr. Mosier read the resolution as posted in the Board packet. Chair Isnard called for a motion to approve the alcohol resolution as presented. Trustee Ricketts made the motion. Trustee Hoskins Sutton seconded the motion. Trustee Scruggs Andrieu opposed the motion. The Motion Carried.

21. **Adjournment:** Chair Isnard thanked everyone for their contributions to the food drive and hoped that everyone would have a wonderful holiday with family. Chair Isnard called for a motion to adjourn. Trustee Ricketts made the motion. Trustee Scruggs Andrieu seconded the motion. The Motion Carried.

The meeting adjourned at 7:54 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**

**December 17, 2024**

1. Approval in the amount of **\$36,181.40** to **Laerdal Medical Corporation** for Nursing simulator manikin. Requested by Jerry Pope. Funding Source – KS Nursing Initiative Grant.

November bills totaling **\$3,057,957.76** which includes October VISA charges totaling **\$211,438.59**.



## **Items for Ratification**

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

### **CONSENT AGENDA – Item C**

**December 17, 2024**

1. **\$16,211.98** to **Full Compass Systems, Ltd** for Audio Engineering equipment. Requested by Jerry Pope. Funding Source – Audio Engineering: Equipment Capitalized over \$5,000.
2. **\$15,750.00** to **Electronic Supply Co, Inc** for technology supplies. Requested by Bob Walker. Funding Source – Information Services: Supplies and Expense.
3. **\$10,041.00** to **DiaMedical USA** for Nursing crash cart bundles. Requested by Jerry Pope. Funding Source – Nursing: Course Related Expense.
4. **\$12,326.28** to **Diligent Corporation** for Board of Trustee’s software. Requested by Bob Walker. Funding Source – Information Services: Software Expense.
5. **\$18,952.50** to **The Registry** for Interim Vice President placement fees. Requested by Patrick Schulte. Funding Source – VP Student Affairs: Staff Salary.



## HUMAN RESOURCES - PERSONNEL ITEMS

### CONSENT AGENDA – Item D

December 17, 2024

#### SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Resignation	Bradley-Lopez, Gary	Part-Time Upward Bound Instructor and Tutor	Student Services	Student Affairs and Enrollment Management	04/26/2024
Resignation	Hall, Terrance	Adjunct	Sociology	Academic Affairs	12/20/2024
Resignation	Jamison, Elijah	Officer	College Police	Financial & Facility Services	12/06/2024
Resignation	Lindgren, Katherine	Coordinator II	Foundation	President	12/31/2024
Resignation	Rodriguez, Ruben	Head Coach-Men's Soccer	Athletics	Student Affairs and Enrollment Management	12/13/2024
Retirement	Lutgen, Dale	Plumber	Facility Services	Financial & Facility Services	01/31/2025

#### STIPEND

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
Additional Duties	Batliner, Jackie	Administrative Assistant I	Adult and Continuing Education	Educational Innovation and Global Programming	12/03/2024	\$5,500
Additional Duties	Inlow, Amy	Administrative Assistant I	Adult and Continuing Education	Educational Innovation and Global Programming	12/03/2024	\$5,500
Additional Duties related to PECNA/FAME AET Work	Saunders, Charles	Instructor	Automation Engineer Technology	Academic Affairs	12/01/2024	\$950

#### RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
New Hire	Biggs, Shawn	Lab Assistant-Paramedic	Emergency Medical Education	Academic Affairs	11/19/2024	\$25.21 per hour

<b>New Hire</b>	Brinker, Mindy	GED Instructor	Adult and Continuing Education	Educational Innovation and Global Programming	01/09/2025	\$21 per hour
<b>New Hire</b>	Claycamp, Dianna	Lab Assistant-EMT	Emergency Medical Education	Academic Affairs	12/12/2024	\$19.45 per hour
<b>New Hire</b>	Graham, Anthony	Adjunct	Multimedia Video Production	Academic Affairs	01/01/2025	\$1,020.32 per credit hour
<b>New Hire</b>	McNeil Sr., Christopher	GED Instructor	Adult and Continuing Education	Educational Innovation and Global Programming	12/09/2024	\$21 per hour
<b>Promotion</b>	Schlimmer, Stacey	Instructor	Paralegal	Academic Affairs	01/06/2025	\$67,822.90 annually
<b>Rehire</b>	Griffin, Matthew	Officer	College Police	Finance and Operations	12/23/2024	\$61,755 annually
<b>Rehire</b>	Roland, Cameron	Part-Time Officer	College Police	Financial & Facility Services	12/15/2024	\$25.50 per hour
<b>Rehire</b>	Wright, Wiley	Adjunct	Mortuary Science	Academic Affairs	01/20/2025	\$1,081.68 per credit hour
<b>Salary Adjustment</b>	Havner, Cory	Officer	College Police	Finance and Operations	12/06/2024	\$64,480 annually

#### **Action Definitions**

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

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

Scott Balog, Ed.D.  
Executive Vice President

December 17, 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**

- KCKCC hosted a representative from the American Association of Community Colleges (AACC) to support the development and sustainability of an electric vehicle (EV) advanced manufacturing apprenticeship program
- With AACC EV Hub consortium partners, visited Austin Community College and Tesla's Giga Factory in Austin, TX
- Coordinated quarterly Cabinet retreat focused on *The 4 Disciplines of Execution* (4DX) implementation, prioritization of facilities projects and roadmap for upcoming technology modernization
- Coordinated program and enrollment strategy meeting for Pioneer Career Center

**Partnerships**

- Attended and participated in numerous partner events, including:
  - Higher Education Access Partners
    - Hispanic Development Fund's 40th Anniversary Celebration
    - High Aspirations Mentor Challenge Gala
  - Economic and Workforce Development Partners
    - Kansas City Area Development Council (KCADC) Annual Meeting
    - Greater KC Chamber's 137th Annual Dinner
    - KCK Chamber Board Meeting and Annual Chairman's Breakfast
  - Community Partners
    - KC Tomorrow Alumni Association "A New Era of KC Collaboration" forum
    - UG State of the Government Luncheon hosted by the KCK Rotary Club
  - Education Partners
    - Unveiling of Sumner High School History Project
    - Visited the University of Kansas (KU) Innovation Park to begin to explore partnership and collaboration opportunities
  - Employer Partner
    - Tour DH Pace company headquarters and production facility

## **Operations and Execution**

- Coordinated *The 4 Disciplines of Execution* Overview and Team Lead Implementation Session
- Coordinated *The 4 Disciplines of Execution* Team Lead Launch Review sessions for non-academic areas

## **Full Report**

### **Strategy**

Last month, KCKCC hosted a representative from the American Association of Community Colleges (AACC) who visited the College's Automation Engineer Technology (AET) program to learn more about KCKCC's support for Panasonic Energy Corporation of America's (PECNA) advanced manufacturing workforce needs. Information gleaned from conversations with KCKCC executives, administration, staff and faculty will be used to develop a template for an apprenticeship in EV manufacturing and battery production for other community colleges.

In addition to hosting the AACC, the Executive Vice President (EVP) and Associate Dean of Career and Technical Education traveled to Austin, TX to meet with AACC EV Hub consortium partners, visit Austin Community College's (ACC) Tesla Training Center and tour Tesla's Giga Factory. The visit helped inform consortium partners on ACC's approach to addressing Tesla's education and workforce development needs and the magnitude of manufacturing operations at both Tesla and PECNA.

In late November, Cabinet pulled away for a half-day retreat to discuss the College's 4DX implementation, prioritization of facilities projects identified during the Master Facility Planning process and review the roadmap and timeline for the upcoming technology modernization. The retreat allowed KCKCC executives to focus its thinking on the remaining steps needed to prepare the College for go-live with 4DX, arrive at consensus on capital needs and priority projects and gain understanding on the timing and resource needs associated with the Ellucian Colleague Software-as-a-Service (SaaS) migration.

Last week, KCKCC executives and administrators met to update their strategy to address emerging education and workforce needs in Leavenworth County. New strategies and better coordinated approaches will help scale operations at the College's Pioneer Career Center to serve greater numbers of students and address demands from area employers in need of talent.

## **Partnerships**

The EVP continues to advance the development and cultivation of partnerships and strategic relationships for KCKCC across the College's service district, Kansas City metro and state. Partnership activities include attendance and participation in events and convenings, engaging employer partners and advisory groups, collaborating with area school districts, colleges and universities, aligning with fundraising initiatives and pursuing strategic partnership opportunities.

This past month, accompanied by KCKCC colleagues, trustees and friends, the EVP attended and participated in numerous partner events, including:

### *Higher Education Access Partners*

- Hispanic Development Fund – 40<sup>th</sup> Anniversary Celebration
  - The Hispanic Development Fund (HDF) hosted their 40th Anniversary Celebration in mid-November. The College partners with the HDF to support access to postsecondary education and workforce training for area Hispanic students each semester. KCKCC currently serves nearly 30 HDF scholarship recipients.
- High Aspirations – Mentor Challenge Gala
  - High Aspirations provides holistic assistance for African American males, ages 8 to 18, and their caregivers. The Mentor Challenge Gala annually raises funds to support those services. High Aspirations participants experience gains in academic achievement and attend college and/or secure stable employment at increased rates when compared with their peers.

### *Economic and Workforce Development Partners*

- Kansas City Area Development Council (KCADC) – Annual Meeting
  - KCADC's Annual Meeting celebrates the region's innovation, growth and development during the past year. The event draws 2,000 of KC's top executives and civic leaders. The EVP attended the Annual Meeting with leaders from the Wyandotte Economic Development Council.
- Greater Kansas City Chamber of Commerce – 137<sup>th</sup> Annual Dinner
  - The Greater Kansas City Chamber's Annual Dinner is Kansas City's premier business networking event. The highlight of the evening is the announcement of the Kansas Citian of the Year, the Chamber's highest honor.
- KCK Chamber of Commerce – Board Meeting and Annual Chairman's Breakfast
  - An annual event hosted by the KCK Chamber, the Chairman's breakfast marks the transition in leadership for the Chamber's Board of Directors. The EVP serves on the Chamber's Board of Directors.

### *Community Partners*

- KC Tomorrow Alumni Association (KCTAA) - “A New Era of KC Collaboration” Forum
  - The two-hour event featured a series of fast-paced conversations with panelists focused on KC’s future. The EVP serves on the KCTAA Board of Directors.
- KCK Rotary Club – UG State of the Government Luncheon
  - Unified Government Mayor/CEO Tyrone Garner delivered the 2024 State of the Government address at Memorial Hall last week. Hosted by the KCK Rotary Club, the address acknowledges the County’s accomplishments from the past year and activities and initiatives planned for the coming year. The EVP joined President Mosier, Trustees Isnard, Ricketts and Scruggs Andrieu and Cabinet members Schulte, Riobe and Mixon-Page at the luncheon.

### *Education Partners*

- KCK Public Schools – Unveiling of Sumner High School History Exhibit
  - KCKCC proudly sponsored and supported the creation of a mobile history exhibit featuring the rich history and storied alumni of Sumner High School. Developed by current Sumner Academy students, KCKCC employees Shai Perry and Aaron Margolis advised the students on the history project. In early December, the College’s Vice President of Academic Affairs and EVP joined other Wyandotte County dignitaries for the unveiling of the exhibit and to recognize the students for their work. KCKCC will host the exhibit in spring 2025.
- University of Kansas (KU) – Visit to KU Innovation Park
  - In late November, the EVP traveled to Lawrence, KS to tour KU’s Innovation Park and meet with campus executives. The visit offered the opportunity to begin exploring partnership and collaboration opportunities between our institutions supporting entrepreneurs and startups, specifically targeting those in the life sciences.

### *Employer Partner*

- DH Pace – Tour of Company Headquarters
  - KCKCC’s EVP, Dean of Career and Technical Education and Executive Director for the College’s Foundation recently toured the DH Pace company’s headquarters and production facility in Olathe, KS with company executives to learn more about their operation and workforce needs. During the visit, DH Pace indicated strong interest in developing a multi-faceted partnership with the College.

## **Operations and Execution**

This past month, with support from FranklinCovey, KCKCC hosted *The 4 Disciplines of Execution* (4DX) Overview and Team Lead Implementation Session for Academic Program Coordinators. The abbreviated session offered a concise overview of the 4DX methodology, serving as a nice introduction for some employees and review for others. In addition to the overview session, the College also completed Launch Review sessions for non-academic areas. Over 30 Team Leaders, representing all areas of the College, presented their Team Wildly Important Goals (WIGs) and Lead Measures. Teams will begin weekly WIG sessions with commitments in January. The College's 4DX coaches will work with Team Leaders now through early January to complete their preparation for go-live.

Team Leaders in Academic Affairs will engage in Launch Review sessions on January 15.

December 2024 Board of Trustees Report  
Vice President of Academic Affairs

Academic Affairs Highlights

- The Higher Learning Commission (HLC) Interim Monitoring Report, due by December 31, 2024, is being reviewed by Dr. Mosier and will be submitted before the winter break. This report focuses on Criterion 4B, Assessment, and included a description of processes for class, course, program, general education, and institutional assessment.
- On November 6, 2024, the Interdisciplinary Undergraduate Research Symposium took place in the Upper Jewell Center and there were 97 participants.
- The Honors Music Appreciation class attended a live dress rehearsal of the Kansas City Symphony at the Kauffman Center for the Performing Arts and participated in a questions and answer session with the symphony's conductor.
- As Library & Learning employees wrapped up October, the team tracked a significant increase in hours spent in the Learning Commons for general study, with a substantial increase in student and visitor count this academic term compared to fall 2023.
- At The Lansing Correctional Facility (LCF), Welding faculty ran an 8-week workshop/refreshers course before the students start Certificate B in the Spring of 2025.
- The Culinary Arts program executed four Culinary Capstones in November. The Culinary Capstone is the final project for Certificate B. It allows students to demonstrate their competence, knowledge, and skills by applying what they have learned throughout the program.
- Multimedia & Video Production student Gabriel Ellison was awarded the prestigious President's Scholarship for his exceptional work promoting the college's International Education Week, held November 18-22.
- Associate Dean of Career and Technical Education, Ashley Irvin, represented KCKCC at the National Apprenticeship Week Summit in Salina, Kansas.
- The Commission on Accreditation in Physical Therapy Education (CAPTE) approved transitioning the Physical Therapist Assistant (PTA) program to a Blended/HyFlex delivery modality. The department is excited to report that KCKCC will be the first PTA program offered in this manner. The PTA program has 21 students starting in January 2025. This is the largest class the program has started since before COVID.
- On November 8-10, Professors Flaherty and Reed from the Biology Department and two Biology Scholars traveled to Chicago to attend the 2024 Science, Technology, Engineering, and Mathematics (S-STEM) Scholars and Principal Investigator (PI) meeting.

December 2024 Board of Trustees Report  
Vice President of Academic Affairs

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

**Priority 2 – Quality Programs & Services**

***Honors/PTK/Service-Learning/Undergrad. Research – Dr. Stacy Tucker, Faculty Director***

**Undergraduate Research**

On November 6, 2024, the Interdisciplinary Undergraduate Research Symposium took place in the Upper Jewell Center. Students from KCKCC shared the research projects they completed this semester with faculty across several disciplines of study, including music, biology, and psychology. This event was an open session; no formal presentations took place. Faculty, staff, and students had the chance to visit each student to hear about their research, which included 44 different research topics. Attendance for this event has increased each semester, with the highest number of students, faculty, and staff support being 97 participants. New this semester, online students were invited to feature their research through a brochure displayed at the symposium. The Undergraduate Research Program will host the next Interdisciplinary Undergraduate Research Symposium in the spring 2025 semester.



**Phi Theta Kappa**

Phi Theta Kappa (PTK) again worked at Harvester's Mobile Community Food Pantry on November 22, 2024, at the KCKCC Thomas R. Burke Technical Educational Building. Chapter

December 2024 Board of Trustees Report  
Vice President of Academic Affairs

members helped load food items into many vehicles in just two hours. A PTK officer reported, “Sadly, we ran out of a lot of the food items before the line was finished, but every car was able to get apples.”

### **Honors Education**

The Honors Music Appreciation class attended an educational experience at the Kauffman Center for the Performing Arts. The students had the opportunity to see a live dress rehearsal of the Kansas City Symphony and participate in a question/answer session with the symphony’s conductor.



### ***Library & Learning Services: Dr. Amanda Williams, Director***

As Library & Learning employees wrapped up October, the team tracked a significant increase in hours spent in the Learning Commons for general study, with a substantial increase in student and visitor count this academic term compared to fall 2023. Some areas to highlight include the Math and Science Center and Writing Center, which provided over 500 hours of tutoring, LibGuide pages had almost 4,000 hits, the active learning classroom was reserved 55 times, and one of the learning spaces study rooms had 277 reservations by 82 students in October 2024.

## December 2024 Board of Trustees Report Vice President of Academic Affairs



Regarding programming, the library hosted its first Book Club on October 30 and discussed the book *Blood on Their Hands*, written by Mandi Matney, creator of the Murdaugh Murders podcast, and Carolyn Murnick.

The team continues to engage the campus community in various forms of outreach, including:

- teaching information literacy sessions,
- facilitating a workshop for the KCKCC women's volleyball team,
- hosting a session on new materials for low literacy learners,
- inviting Student Accessibility and Support Services to speak to staff to serve students with disabilities better, and
- concluding our workshop series on Evaluating Sources.

Department employees are also proud to launch 4 Disciplines of Execution (4DX) and they created Wildly Important Goals to better support KCKCC in its efforts to increase student persistence. Pictured below is the team in front of their scoreboards.



## December 2024 Board of Trustees Report Vice President of Academic Affairs

The department is preparing for [Quiet Finals](#) and have created a series of events to aid students in recharging, refocusing, and relaxing their way to finals success.



### Arts, Humanities and Social Science– Interim Dean Jerry Pope

#### Student Engagement Events

##### Student Art Club:

- **Sheldon Museum of Art in Lincoln, Nebraska**
  - Visited the Sheldon Museum of Art and the Great Plains Art Museum Nov. 16
  - 15 people attended



Image: Students at the Sheldon Museum of Art

#### Art Gallery & Ambient Space

##### Exhibit Updates:

- **The Art of Storytelling**
  - On display Oct.1 – Nov. 21

December 2024 Board of Trustees Report  
Vice President of Academic Affairs

- Exhibition taken down on Nov. 22
- **Exhibition Catalogues**
  - Being prepared to print

**Artist Talks:**

- Guest Curator, Karlota Contreras-Koterbay, Director of Slocumb Galleries at East Tennessee State University on Nov. 19
  - 40 students/faculty attended

**Community Outreach:**

- **High School Portfolio Day**
  - Held on Nov. 8 and 15
  - Local High School students visited KCKCC to talk with art professors about their portfolios, watch art demos, take a tour of the school, and attend artist Bryce Holt's speech about his art
  - Total attendance: 73



Image: art demo for a group of high school students

- **Freedom's Frontier National Heritage Area (FFNHA) Awards 2024**
  - Staff attended and accepted a grant award for the Sumner High School History Project at the FFNHA awards on Nov. 18
- **International Education Week (IEW)**
  - Staff installed the international flags in Upper Jewell on Nov. 13
  - Staff attended the IEW opening ceremony and lunch on Nov. 18
  - Staff hosted the IEW fashion show on Nov. 20



Image: Art Club students modeling during the fashion show

- **Professional Development**
  - Staff attended Accessible Arts of Kansas City (AAGKC) Workshop Series: Barriers to Access: Creative Solutions on Nov. 14 at the Nelson-Atkins Museum of Art
- **Ambient Space Projects**
  - If you would like to propose art on campus, please contact committee Chair Shai Perry-McCallister at [sperry@kckcc.edu](mailto:sperry@kckcc.edu).

December 2024 Board of Trustees Report  
Vice President of Academic Affairs

Career and Technical Education – Dean Donald Smith

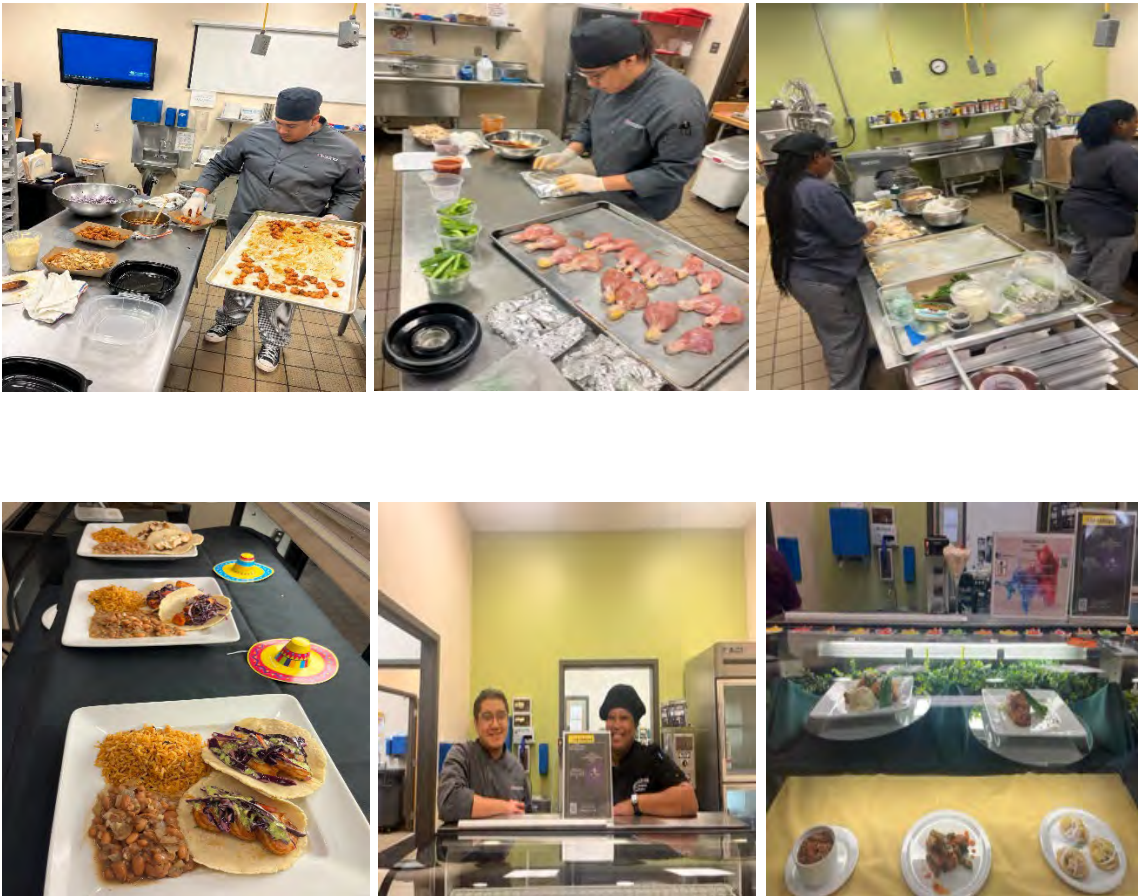
The results are in for the Motown Showdown, and the event was a tremendous success. Through many talented individuals, laughter, and much fun, the event raised \$1,775.00 for student funds. Congratulations to KCKCC employees Rich Piper (who raised the most funds), along with Melissa Martinez, Lissa Harris, and Renee Gregory, who all tied for second. All the performers were fantastic, and most importantly, the collective effort will help students achieve their higher education goals at KCKCC.

At The Lansing Correctional Facility (LCF), Welding faculty ran an 8-week workshop/refreshers course before the students start Certificate B in the Spring of 2025. The students manufactured several projects that were built with the skills they obtained from their previously earned Welding Certificate A. The students followed blueprints for each of the projects. This activity enhances their skills in blueprint reading, measuring, cutting, and welding processes to complete the project. The students needed to fit the pieces using various fit methods such as levels, speed squares, clamps, and tacking methods to make sure their projects did not warp when welding and that everything met specifications according to the blueprints.



December 2024 Board of Trustees Report  
Vice President of Academic Affairs

The Culinary Arts program executed four Culinary Capstones in November. The Culinary Capstone is the final project for Certificate B. It allows students to demonstrate their competence, knowledge, and skills by applying what they have learned throughout the program. The students create their restaurant concept and develop a business plan and menu that communicates their concept. Students also develop marketing materials, including logos, stickers, and surveys. They draw a kitchen layout and identify equipment needed for the kitchen. They also cost the recipes and use the costing to price the menu items. Students develop a grocery list and check the list against stock on hand and what needs to be purchased. They shop for the menu items, prepare a timeline to execute the menu over a week's timeframe, then have a day to prepare the food to sell. All of this is done while following health and sanitation guidelines, bringing their own creativity and professionalism, implementing practical cooking techniques and methods, food safety, knife skills, plating techniques, and cleaning the kitchen to restaurant standards.



December 2024 Board of Trustees Report  
Vice President of Academic Affairs

On November 8, the Welding Department organized an afternoon tour for the high school Certificate B students and the full-time Certificate A students to visit Zephyr Products. During the tour, students gained firsthand experience of what it's like to work in a welding production shop. They observed various welding techniques, equipment, and workflows in action, providing valuable insight into industry practices and the professional environment. This experience aimed to inspire and prepare the students for future careers in welding.

Students in the Welding program demonstrated skills and teamwork by fabricating a welding table for the shop. Designed for demonstrations and project layout, the table will serve as a practical and durable addition to the workspace, showcasing their craftsmanship and contributing to the functionality of the welding shop.



Multimedia & Video Production student Gabriel Ellison was awarded the prestigious President's Scholarship for his exceptional work promoting the college's International Education Week, held November 18-22. International Education Week is an annual celebration that offers the KCKCC community the opportunity to engage with and appreciate the diverse cultures and backgrounds of students from around the world. This year, Dr. Candice M. Scott, Assistant Director of International and Immigrant Student Services, collaborated with Multimedia Instructor Michael Rollen to create a promotional video for the event. Instructor Rollen incorporated the project into his MMVP-0140-90: Intro to Video Production course, encouraging each student to submit their best work. After reviewing the submissions, Dr. Greg Mosier, KCKCC President, selected Gabriel for his outstanding contribution. As a result, Gabriel was awarded a scholarship covering up to five credits at no cost. Instructor Rollen expressed his pride in Gabriel's accomplishment, stating, "Gabriel's dedication and skills are evident in this project, as well as his other work. KCKCC offers an amazing, state-of-the-art facility for content creation, and it is inspiring to see our students make the most of these resources. Gabriel's achievement reflects his talent and commitment to excellence in multimedia production, making him a standout among his peers at KCKCC."

## December 2024 Board of Trustees Report Vice President of Academic Affairs



Associate Dean of Career and Technical Education, Ashley Irvin, represented KCKCC at the National Apprenticeship Week Summit in Salina, Kansas. This gathering united industry leaders and education experts, all dedicated to advancing the future of apprenticeship programs. The highlight came when John V. Ladd, Administrator of the U.S. Department of Labor's Office of Apprenticeship, took the stage. His keynote speech offered an energizing glimpse into what is possible for future apprenticeships in America. Ashley celebrated National Apprenticeship Week alongside KCKCC partners Orange EV and Workforce Partnership at this event.



December 2024 Board of Trustees Report  
Vice President of Academic Affairs

**Health Professions – Dean Dr. Tiffany Bohm**

The Commission on Accreditation in Physical Therapy Education (CAPTE) approved transitioning the Physical Therapist Assistant (PTA) program to a Blended/HyFlex delivery modality. The department is excited to report that KCKCC will be the first PTA program offered in this manner. The PTA program has 21 students starting in January 2025. This is the largest class the program has started since before COVID.

Congratulations to Ashley Krehbiel, PTA Clinical Coordinator, who graduated from Pittsburgh State University with a master's degree in health and human performance.

Pam Hall presented a First Aid and CPR class to the Saturday Academy participants on November 9. There were 35 students, staff, and faculty who participated and 16 were certified in Basic Life Saving CPR and AED.

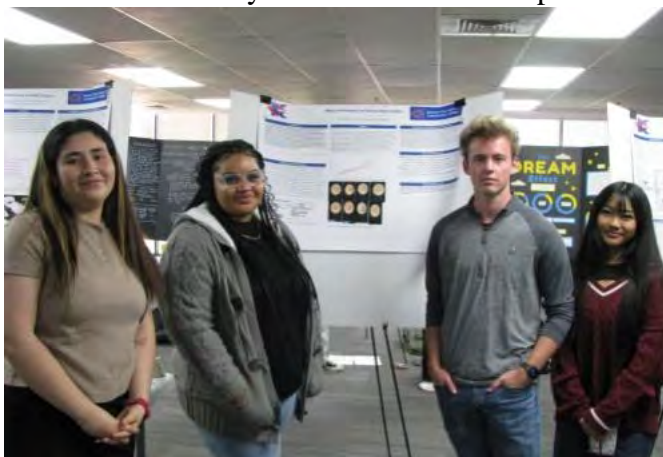
If able, please plan to attend pinning ceremonies as students celebrate their graduation at their pinning ceremonies:

- PTA: Tuesday, December 17 at 6pm at the Thomas R. Burke Technical Education Center
- Nursing: Wednesday, December 18 at 7pm in KCKCC's Performing Arts Center (PAC)

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

The Cellular and Molecular Biology class taught by Tyrun Flaherty participated in the undergraduate research symposium on November 6. There were 11 students who worked in three groups to present their research on the following topics:

- The effects of melatonin on the regeneration rate of the brown planaria.
- The effects of melatonin on the locomotion behavior of the brown planaria.
- A Survey of the Insect Biodiversity on the KCKCC Campus.



# December 2024 Board of Trustees Report

## Vice President of Academic Affairs

Human Anatomy and Pathophysiology students from Dr. Watkins' courses also participated in the research symposium on November 6 by submitting their research projects for display. The students selected a pathology covered in the course. They did research on that specific topic and created a trifold patient education brochure. Some of the students were present with a poster display. The printed brochures were on display, with copies available if the visitor wanted to take one with them. This is the first time the brochures were added to the symposium.

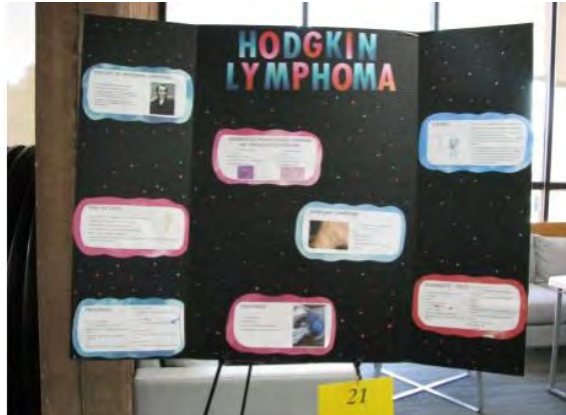


The students in the on-ground sections of Pathophysiology start their research projects with an oral presentation and then a poster in the symposium.

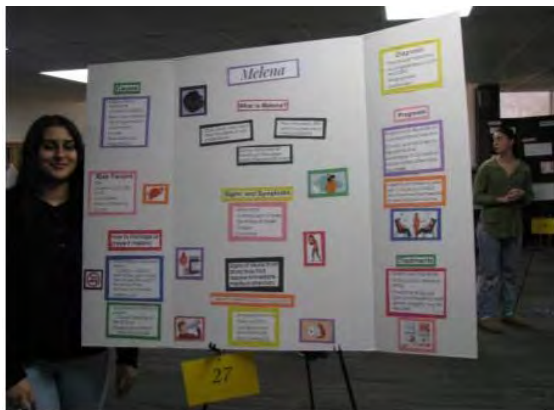
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Jennifer Stone



Grant Robertson



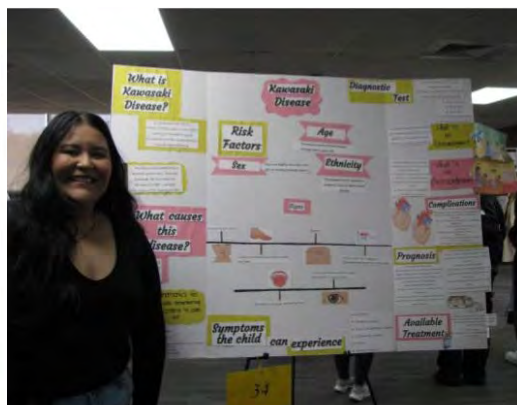
Julissa Bolivia



Justin Roberts



Leslie MaMahon

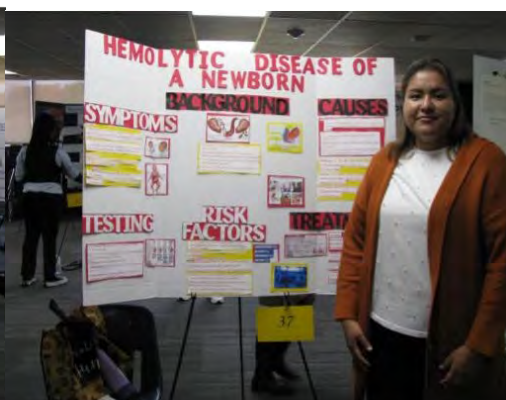


Manuela Varela

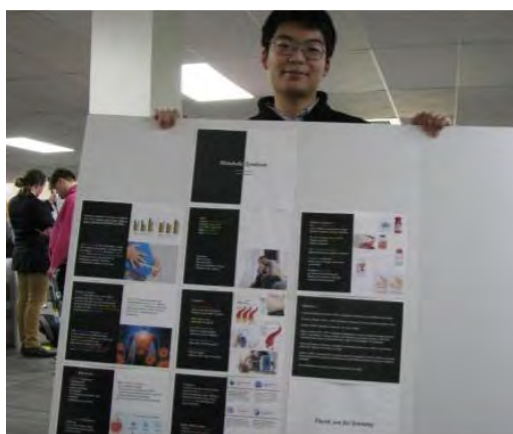
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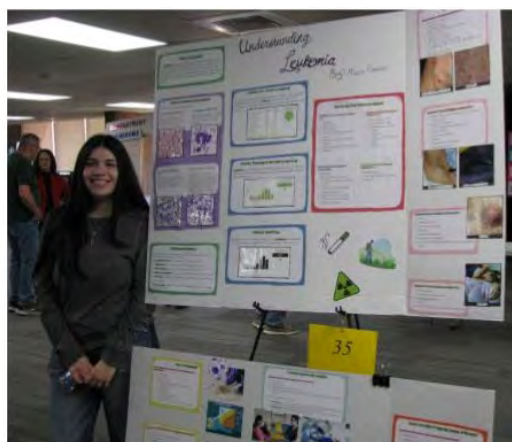
Peyton Amon



Merari Rubio



Wenjie Cao

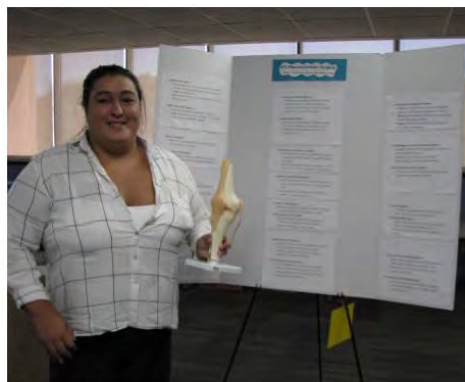


Maria Garcia (Green)

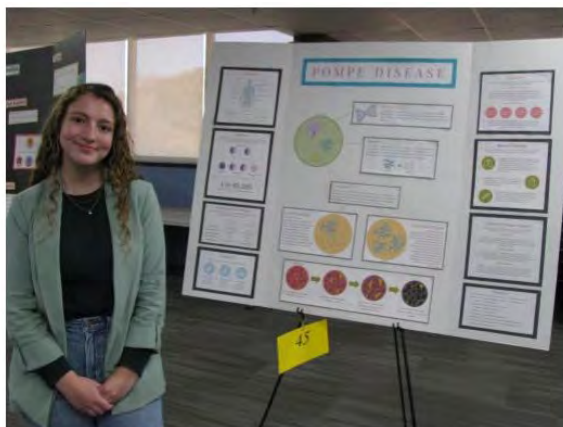


Atlee Kobza

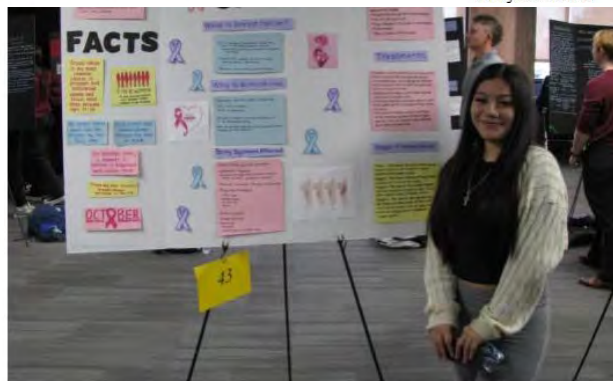
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Ana Claudia Bittencourt



Amy Romano



Alexa Avila and Jatziri Corral

On November 8-10, Professors Flaherty and Reed from the Biology Department and two Biology Scholars traveled to Chicago to attend the 2024 Science, Technology, Engineering, and Mathematics (S-STEM) Scholars and Principal Investigator (PI) meeting. It was a great way for the Scholars to connect with other Scholars from across the nation and learn more about job and education opportunities in S-STEM fields, as well as a great opportunity for Professors Flaherty and Reed to connect with other National Science Foundation (NSF) S-STEM PIs and learn more about how to maximize resources and efficient administration of the grant.

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**December 2024 Student Affairs and Enrollment Management (SAEM)  
Board of Trustees Report**

Submitted by:

Dr. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management

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

- In November 2024, the Office of Admissions and Recruitment conducted 10 individual tours, nine group tours, attended two training events, visited two schools and participated in four college fairs and eight community events.
- Both women's soccer and volleyball teams went to the national competition. The women's volleyball team finished fourth nationally while the women's soccer team finished seventh.
- A KCKCC student senator and vice president of Students of Latinx (SOL) Vice President, Gabriela Barrientos-Sanchez, represented KCKCC at the Youth Civic and Voter Engagement Event at the White House, on Tuesday, November 26<sup>th</sup>.
- The Student Success Center showed a 38% jump in traffic compared to last November.

## Spring 2025 Enrollment Update

KCKCC Unduplicated Headcount by Location					
CAMPUS (UNDUP at A Location & DUP Across Locations)	12.08.2023	12.13.2024	24-25	24-25	Spring 2025
	Spring 2024	Spring 2025	Diff - #	Diff - %	%
AMZN	-	-	-	-	-
BL	-	-	-	-	0.00%
DNTWN	-	-	-	-	0.00%
FRSC	13	13	0	0.00%	0.43%
HS	777	595	-182	-23.42%	19.68%
LCF	16	8	-8	-50.00%	0.26%
MC	1,088	1,063	-23	-2.12%	35.16%
OC	210	144	-66	-31.43%	4.76%
OL	1,147	1,321	174	15.17%	43.70%
PION	135	102	-33	-24.44%	3.37%
TEC	534	602	68	12.73%	19.91%
USDB	73	39	-34	-46.58%	1.29%
VIRT	55	61	6	10.91%	2.02%
<b>Total UNDUP Headcount</b>	<b>3,070</b>	<b>3,023</b>	<b>-47</b>	<b>-1.53%</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 24	Spring 25	24-25 #	24-25 %	Sp 2025 %
First-time	367	382	15	4.09%	12.64%
Returning	2,703	2,641	-62	-2.29%	87.36%
Gender	Spring 24	Spring 25	24-25 #	24-25 %	Sp 2025 %
Unknown	27	32	5	18.52%	1.06%
Female	1,747	1,700	-47	-2.69%	56.24%
Male	1,296	1,291	-5	-0.39%	42.71%
Race / Ethnicity	Spring 24	Spring 25	24-25 #	24-25 %	Sp 2025 %
American Alaska Native	10	17	7	70.00%	0.56%
Asian	123	118	-5	-4.07%	3.90%
Black or African American	533	475	-58	-10.88%	15.71%
Hawaiian Pacific Islander	3	4	1	33.33%	0.13%
Hispanic	855	812	-43	-5.03%	26.86%
Multi-racial	168	179	11	6.55%	5.92%
Unknown	187	193	6	3.21%	6.38%
White	1,140	1,158	18	1.58%	38.31%
Non Resident	51	67	16	31.37%	2.22%
International	N/A	55	N/A	N/A	N/A
KCKCC Credit Hours by Location					
CAMPUS	12.08.2023	12.13.2024	24-25	24-25	Spring 2025
	Spring 2024	Spring 2025	Diff - #	Diff - %	%
AMZN	-	-	-	-	-
BL	-	-	-	-	0.00%
DWNTN	-	-	-	-	0.00%
FRSC	123	127	4	3.25%	0.44%
HS	4,211	3,307	-904	-21.47%	11.52%
LCF	144	69	-75	-52.08%	0.24%
MC	8,460	7,944	-516	-6.10%	27.68%
OC	382	299	-83	-21.73%	1.04%
OL	7,575	8,718	1143	15.09%	30.38%
PION	1,192	824	-368	-30.87%	2.87%
TEC	6,297	6,943	646	10.26%	24.19%
USDB	312	175	-137	-43.91%	0.61%
VIRT	253	295	42	16.60%	1.03%
<b>Total</b>	<b>28,949</b>	<b>28,701</b>	<b>-248</b>	<b>-0.86%</b>	<b>100.00%</b>

In addition to current enrollment, due to semester timing differences this year, 480 enrollments forms from various programs still need to be input into the system.

## Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Student Services

### Selected Activities, Programs, and Updates



- On November 7th, Dr. Derritt was awarded the Educator Reason to Believe Award, presented by the Kansas City Kansas School Foundation for Excellence.
- On November 7th, Dr. Derritt and Veronica Knight, Director of Upward Bound, met with Ashley Campbell, Assistant Principal of Arrowhead Middle School, to discuss a partnership to recruit rising 9<sup>th</sup> graders to Upward Bound. This meeting was a result of a previous meeting Dr. Derritt had with the Deputy Superintendent, Dr. Campbell, in October. The purpose of the meeting was to explore more ways for Upward Bound to have access to 9<sup>th</sup> graders that feed into Upward Bound's target high schools - Washington and F.L. Schlagle.
- November 13th, Dr. Derritt attended the Heartland Campus Safety Summit 2024 at the University of Kansas, Lawrence.
- On November 13th, Dr. Derritt attended the Hispanic Development Fund's 40<sup>th</sup> Anniversary Celebration with other representatives from KCKCC.
- On November 14th, Dr. Derritt attended the Tribute to Success Celebration Connection to Success with other representatives from KCKCC. It was also a wonderful opportunity to support one of our music students who performed.
- On November 18th, Dr. Derritt met with Dr. Dana Jackson, Principal of New Chelsea Elementary School, to offer KCKCC swag to future Blue Devils.

## Student Accessibility and Support Services (SASS)

Submitted by Department Faculty

### Selected Activities, Programs, and Updates

- November 7th, SASS faculty presented True Colors to 26 students in the welding program. The students utilized the insights gained from the Obtaining Employment course to explore their own personality and behavior types, enabling them to recognize their strengths and weaknesses. This understanding aids them in fostering improved relationships with various personality types. Additionally, the knowledge of different personality traits can benefit their professional and personal lives.
- October 28<sup>th</sup> – November 22<sup>nd</sup>, SASS faculty completed the Disability, Access, Information, and Services (DAIS) online class entitled, “The Precedents That Shape Our Practice, Milestones for Our Field.”
- November 12th, SASS faculty gave a presentation to Learning Commons personnel on working with students with disabilities in their area.
- November 19th, SASS faculty participated in the Blind and Low Vision Knowledge and Practice Group, an affiliate of the Association on Higher Education and Disability.

**November 2024 Student Accommodations**

DISABILITY	November 2024	November 2023	CHANGE	PERCENT OF CHANGE
Autism	11	15	-4	-26.7%
Attention Deficit Disorder	40	24	16	66.7%
Blind/Visional Impairment	6	6	0	0.0%
Deaf/Hard of Hearing	3	1	2	200.0%
Head Injury	0	3	-3	-100.0%
Intellectual Disability	4	8	-4	-50.0%
Learning Disability	60	67	-7	-10.4%
Medical	6	12	-6	-50.0%
Physical	0	1	-1	-100.0%
Psychiatric	24	26	-2	-7.7%
Other Health Impaired	10	6	4	66.7%
Total	164	169	-5	-3.0%

\* The numbers are cumulative per semester, not a total for a month.

## Student Health Center

Submitted by Toni M. Dickinson, Director of Student Health Services, College Nurse

### Selected Activities, Programs, and Updates

- Community Blood Drive on December 4th, 10:00 am - 2:00 pm
- Know Your Health Status HIV/STD testing on November 21st
  - Three students received services

### Upcoming Events for Student Health Services

- Know Your Health Status HIV/STD testing on January 23rd, 2025

Services [December] Report	2023 Nov	2024 Nov
Tuberculosis Skin Test	56	22
QuantiFERON Blood Draw	10	11
Tuberculosis Skin Test Reading	46	26
TB Questionnaire Screening	8	25
Client Communication by Phone or Email	24	2
QuantiFERON POSITIVE Results	2	2
Tuberculin Skin Test POSITIVE Results	0	0
TB Services- Other	5	1
Visit by Virtual or In-office	18	10
QuantiFERON NEGATIVE Results	8	8
Blood Pressure Check	12	2
Emergency on Campus	1	0
Contact Tracing for COVID-19	1	0
COVID Test Kits Provided	2	1
HCG Test provided	1	0
Housing Immunization Review	0	0
OTC Medication Provided	16	9
<b>Grand Total</b>	<b>210</b>	<b>119</b>

## Admissions and Recruitment

Submitted by Tom Corti, Acting Director of Admissions and Recruitment

### Selected Activities, Programs, and Updates

- As of Wednesday, December 11, 2024, 2,278 total applications for Spring 2025 have been received.
- November 2<sup>nd</sup>: The Admissions and Recruitment Office participated in the Youth Ambassadors Career Fair.

- November 12<sup>th</sup>: The Office of Admissions and Recruitment hosted Bishop Ward for a main campus tour and presentation.
- November 22<sup>nd</sup>: The Office of Admissions and Recruitment hosted Paola High School for a TEC tour.

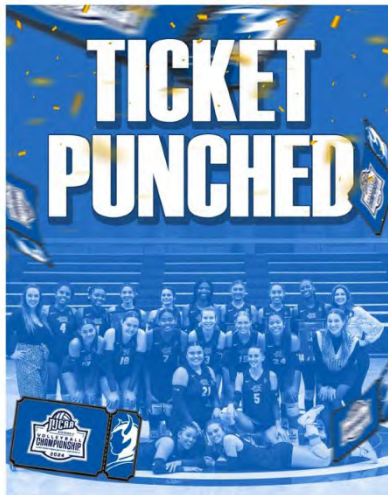
### Upcoming Activities and Programs

- Two virtual and three in person new student orientations are scheduled prior to the break.
- Additional new student orientation sessions, both in person and virtual, have been added.

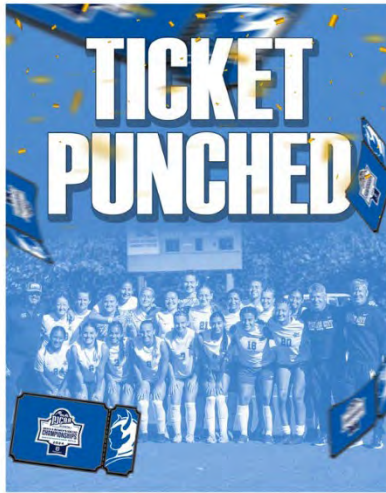
## Athletics

Submitted by **Greg McVey, Director of Athletics**

### Selected Activities, Programs, and Updates



- On November 11<sup>th</sup>, the Kansas City Kansas Community College volleyball team received an at-large bid to the 2024 National Junior College Athletic Association (NJCAA) DII Women's Volleyball Tournament in Cedar Rapids, Iowa, as the #11 seed in the 20-team field. This is a major accomplishment for a team that was not able to practice or play on their home court all season. After losing their opening match against the #7-seeded Gulf Coast Community College, the team went on to win four consecutive matches and advanced to the third-place game against the #5 seed Heartland Community College. The Blue Devils eventually fell in five sets to finish fourth in the country. The fourth-place finish capped off an impressive 28-9 overall record and is the best finish in program history. It should be noted that the Kansas Jayhawk Community College Conference Schools finished first (Cowley County), second (Johnson County), and fourth at the national tournament. It was a historic run for the Blue Devils after winning four straight matches against quality programs. Team captain, *Mercedes Brown (Clinton, MO)* received All-Tournament team honors after recording 92 kills, 111 digs, 10 block assists and eight service aces.



- On November 10<sup>th</sup>, 2024, the Blue Devil Women's Soccer Team received an at-large bid to the NJCAA D1 Women's Soccer Tournament held at Stryker Sports Complex in Wichita, KS. The team was the #9 seed in the 12-team field. In the first match of the tournament, the team defeated the #5 seed Hill College (Hillsboro, TX) in a penalty kick shootout after playing in two exciting overtime periods. In the second match the team took on #4 seed Arizona Western College (Yuma, AZ) and were eventually defeated by a score of 2-0. The team finished seventh in the country, which is the highest finish in the history of the program.



- On December 3<sup>rd</sup>, 2024, the NJCAA announced that Sophomore Midfielder *Sierra Montez* (Kansas City, KS) was named a NJCAA 3<sup>rd</sup> Team All-American after an incredible season scoring 15 goals and assisting on another seven during the 2024 campaign. Montez was also named to the All-KJCCC/Region 6 1<sup>st</sup> Team for her contributions during the regular season.



- Also on December 3<sup>rd</sup>, 2024, the NJCAA announced that Sophomore Outside Hitter *Mercedes Brown* (Clinton, MO) was named a NJCAA 3<sup>rd</sup> Team All-American after a solid season that saw her tally 3.20 kills per set, 3.66 blocks per set, 49 blocks, and 61 service aces during the 2024 campaign. Brown was also named to the All-KJCCC/Region 6 1<sup>st</sup> Team for her contributions during the regular season.



- The men's and women's basketball teams opened their 2024-2025 season on November 1<sup>st</sup>. As of December 5<sup>th</sup>, the teams have combined for a 14-10 overall record as they prepare for the extremely tough Kansas Jayhawk Community College Conference season that will begin after the Holiday Break. Sophomore *Brendon "B.J." Stewart* (Lee's Summit, MO) currently leads the conference in scoring averaging 19 points per game and is fourth in 3-point shooting percentage (44%). On the women's side, Sophomore *Samaire Slusarek* (Sarasota, FL) is second in the conference in scoring averaging 18.2 points per game. Sophomore *Capri Garrett* (St. Louis, MO) leads the conference in rebounding collecting 10.6 rebounds per game. The teams are battling

against not having an on-campus facility for the second consecutive year. The team is practicing at Homefield KC located near the Legends Entertainment District and playing their home games at various institutions across the Kansas City Metro area.

#### Upcoming Activities and Programs

- All game times, previews, roster, and recaps are always available at Kansas City Kansas Community College Athletics at [www.bluedevils.kckcc.edu](http://www.bluedevils.kckcc.edu).

## Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

#### Selected Activities, Programs, and Updates

- Presented Title IX Training to the Blue Devil Faculty Institute at New Employee Orientation to eight new employees.
- Assisted the Out, Questioning, or Straight (OQS) Diversity Club to recognize Transgender Day of Remembrance. Emailed information to 1,000 students and 936 employees.
- Maslow Before Bloom was presented: How Mental Health Impacts Learning, to Blue Devil Faculty Institute, approximately twenty participants.
- Recognized World Kindness Day by giving out Mini “Kind Bars” to one hundred and fifty students, faculty, and staff.
- The primary reasons for students initiating counseling in November were depression, anxiety and stress.

**November Counseling and Advocacy Utilization**

Client Contact	2022	2023	2024
Individual Sessions	47	75	48
Intakes	11	20	15
Total # of Appointments	70	116	74
Total # of Students Seen	33	48	34

## Enrollment Management Information Systems

Submitted by Sam Landau, Enrollment Management Information Systems Coordinator

#### Selected Activities, Programs, and Updates

- Update Documentation for Recruit System Management. Recent updates to the Recruit system have necessitated a review of the existing documentation binder. This review will ensure that the documentation accurately reflects current procedures and best practices.

- Developed Reporting List for Placement Coordinator to support the Placement Coordinator in achieving their Wildly Important Goal (WIG), a comprehensive report has been created. This report provides a list of recently admitted students who require placement assessments prior to enrollment.

## Military and Veteran Center

Submitted by Wade Abel, Director

### Selected Activities, Programs, and Updates

Between November 11<sup>th</sup>-22<sup>nd</sup>, the Military and Veterans Center recognized, honored, and celebrated KCKCC Veterans with several events.

- November 12<sup>th</sup>, 2024: Veterans Luncheon on Main Campus.
- November 12<sup>th</sup>, 2024: Veterans Breakfast.
- November 13<sup>th</sup>, 2024: Veterans Center Open House.
- November 14<sup>th</sup>, 2024: Veterans Luncheon at the Pioneer Career Center (PCC).
- November 12<sup>th</sup>-15<sup>th</sup>, 2024: Honor Tree and Veterans Week Trivia.

The Military and Veterans Center also had a Missing in Action (MIA) table to remember those that did not make it back from serving.



### Upcoming Activities and Programs

- No activities planned for December.

### November Military and Veterans Center Visitors

Reason for Visit	Nov 2022	Nov 2023	Nov 2024
Study	46	34	39
Computer Use	5	3	5
Benefits Question	2	14	7
Enroll & Application Questions	5	4	7
Socialize	39	50	17
Veterans Service Representative	NA	NA	13
<b>Total</b>	<b>97</b>	<b>105</b>	<b>88</b>

## Registration and Records

Submitted by Theresa Holliday, Registrar

<b>Registrar November</b>				
	2023	2024	Difference	
Enrollment verifications	64	30	-53%	
Student Contact Information updates	152	50	-67%	
Major or catalog changes	22	175	+695%	
Student withdrawals	185	131	-29%	
Instructor Withdrawals	149	188	+26%	
Student Reinstatements	1	8	+700%	
Student Schedule changes	9	7	-22%	
FERPA forms	6	3	-50%	
Transfer credit evaluations	2	26	+1200%	
Grade Changes	16	19	+18.70%	
Graduation applications processed	33	43	+30%	
Program substitutions, deviations or waivers	9	6	-33%	
Experiential learning credits/Advanced Standing	0	10	+1000%	
Incoming transcripts	214	327	+53%	
Outgoing transcripts	448	450	+0.40%	
<b>Transcript Withholding</b>				
	2024 September	2024 October	2024 November	
Notification e-mail sent	6	13	0	
Redacted transcripts sent	6	1	2	
Full transcript sent due to first payment	2	2	0	

## Office of Student Engagement

Submitted by Sarah Bowman, Director of Student Engagement

### Selected Activities, Programs and Updates

- The Student Engagement Morning Blend Coffee program distributed 304 free coffee tickets to students in November.
- Seventy-two students visited the Student Engagement Game Room in the month of November.
- Student Engagement hosted We All Scream for Ice Cream & Involvement on November 18<sup>th</sup> from 10:00am-12:00pm on the main campus in Lower Jewell with over 102 students, and from 5:00pm-7:00pm in Upper Jewell Lobby with 37 students; and again, at TEC on November 20<sup>th</sup> from 10:00am-12:00pm with over 121 students participating. The event involved giving away free ice cream as part of a promotion of [BlueConnect](#), the new student engagement platform. Staff from the Learning Commons also joined the event on November 18<sup>th</sup> to promote their services and upcoming events.
- Student Senator and Students of Latinx (SOL) Vice President, Gabriela Barrientos-Sanchez, represented KCKCC at the Youth Civic and Voter Engagement Event at the White House, on Tuesday, November 26<sup>th</sup> from 4:00pm-5:30pm. The event discussed the institutional landscape of youth civic and voter engagement, and shared best practices that create responsible, civically minded young people.
- Student Engagement participated in the 100<sup>th</sup> Annual Candle Lighting Ceremony on December 4<sup>th</sup>. Student Senate President Joseph Sanchez and Student Senate Vice President Amil McDaniel thanked donors and introduced President Mosier, then both sophomores facilitated the symbolic candle lighting with freshman Santiana Garcia.
- The Basic Needs Center hosted a meal prep and nutrition event on November 13th in partnership with K-State Research and Extension. The 47 attendees were able to taste test high protein granola and a homemade electrolyte drink. Students were provided with recipes for both items sampled and additional nutrition information.
- Blue Devils' Cupboard served 120 households in the month of November. This includes 358 adults, 56 children, and 13 over 65+, for a grand total of 427 individuals served.
- Staff are working on the annual Winter Wonderland event, with a total of 59 student-parents registered for the event.
- For the month of November, Fringe Benefits of Education (FBOE) hosted three meetings.
  - November 7th was a follow-up session with Nicole Graves from Counseling & Advocacy (following her session back on October 3rd), 46 students attended.
  - November 14th was the "The Rise of the Entrepreneur" with discussion of the viability of entrepreneurship in the current economic climate. A total of 41 students attended.
  - November 21st featured special guest speaker Jeanette Terry, mother of FBOE member Jackie Terry. There were 52 students who listened to Ms. Terry share her testimony of recovery and perseverance following a traumatic car accident that left her paraplegic. Her testimony was moving, and she joined students afterward for the annual FBOE Thanksgiving dinner, which was catered by Wilson's Pizza.
  - November 28th, there was no meeting due to fall break, using this scheduled time to plan for the annual Winter Ball on December 5th.

## Student Financial Aid

Submitted by Tammy Reece, Director

### Selected Activities, Programs and Updates

- The KCKCC Student Financial Aid Office has started assisting community partners with the Free Application for Federal Student Aid (FAFSA) completion processes for the 2025-2026 academic year.
- On November 21st, 2024, the U. S. Department of Education announced that the 2025-26 Free Application for Federal Student Aid (FAFSA) was open to all students and families. This was 10 days prior to the December 1st target date that had been set by the U. S. Department of Education and followed an almost two-month beta testing process.
- On December 11th, 2024, the FAFSA Deadline Act was signed into law by President Biden. The FAFSA Deadline Act will now give the U.S. Department of Education a hard deadline of October 1st to release the FAFSA form each year.

#### Financial Aid Applications Received as of December 6

Academic Year	Total Number of Records	Records Received in September
2024-2025	7778	218
2023-2024	7528	339
2022-2023	7304	250

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

Academic Year	FALL	SPRING	SUMMER	TOTAL
2024-2025	\$5,523,503			\$5,523,503
2023-2024	\$5,254,883	\$4,432,144	\$761,827	\$10,448,854
2022-2023	\$4,978,071	\$4,268,818	\$652,150	\$9,899,039

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

#### Award Activity Comparison

Semester	Total Number of Awards	Unduplicated Students
Fall 2024	4602	3175
Fall 2023	4332	3095

## Student Housing

Submitted by Nicole Wilburn, Director

### Selected Activities, Programs, and Updates

- The application for Student Housing for Spring 2025 went live on November 1<sup>st</sup>. As of December 3<sup>rd</sup>, we have received nine complete applications and expect to receive a few more before the beginning of the Spring semester. Student housing is collecting information from current residents who will not be returning to Centennial Hall for the Spring semester (graduation, stopping out, etc.) to determine whether there will be space in Centennial Hall for those new potential residents.
- Student Housing remained open for Thanksgiving Break, although residents had to request to remain in the building. Building and room access were shut off for residents not approved to remain over the break. One hundred and sixty residents were approved to stay over Thanksgiving Break. There is no additional charge for students who stay over the Break period. The same request process will be conducted for students who wish to remain over Winter Break.

### Upcoming Activities and Programs

- December 9<sup>th</sup>: Flapjacks before Finals.
- December 17<sup>th</sup>: Student Housing closes for students not continuing for the Spring semester.
- January 17<sup>th</sup>: Student Housing opens for new Spring 2025 residents.

## Student Success and Retention (SSR)

Submitted by Brady Beckman, Director of Student Success and Retention

### Selected Activities, Programs, and Updates

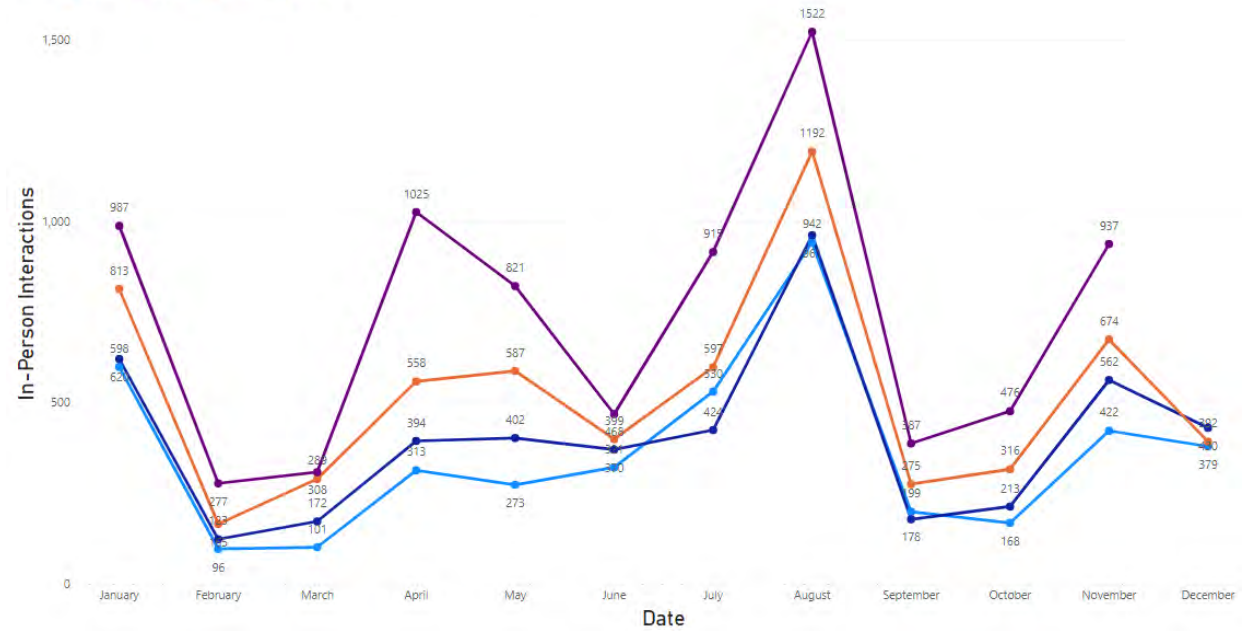
- November 4<sup>th</sup>-8<sup>th</sup> The Student Success Center facilitated National First-Generation Student Celebration Week Activities.
  - Hundreds of KCKCC First-Generation students, and their advocates, participated in celebration activities, and nearly 100 First-Generation Students completed surveys discussing their stories and sharing valuable feedback with KCKCC faculty and staff about how we are serving them.
  - The Student Success Center used grant funding they were awarded (via NASPA application) to support First-Gen Week Activities and distributed 300 “First-Gen Proud” t-shirts to First-Gen students at KCKCC.



- November 7<sup>th</sup>: In conjunction with National First-Gen Week, Career Services facilitated a workshop that was entitled “Unlocking Career Secrets”: An Insider’s Guide.”
- November 12<sup>th</sup>: Career Services facilitated the First Annual Pioneer Career Center (PCC) Fair - 16 employers were represented at the event, and 67 students attended.
- November 18<sup>th</sup>: Career Services collaborated with Centennial Hall, offering “Career Services Chats and Photo Booth.”
- In November 2024, the Student Success Center continued to see a significant increase in student traffic. There were 937 in-person advising appointments in November, which is a 39% increase compared to November 2023 (674).
  - Since the beginning of 2024, the Student Success Center has seen a 38% increase overall with in-person student appointments and walk-ins from 2023.
- In November 2024, Student Success Advisors completed 223 virtual advising appointments, with a 15% increase from November 2023 (193).
- In November 2024, 377 Placement Tests were facilitated by the Placement Testing Center, with a 55% increase compared to November 2023 (243).

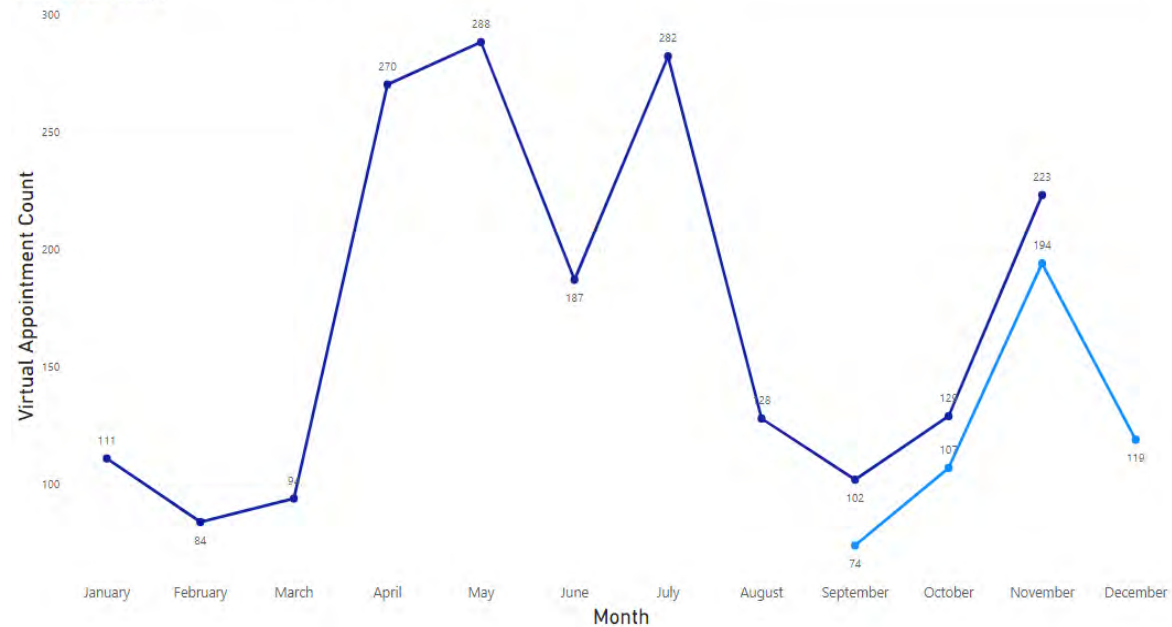
### In-Person Advising Interactions (Student Success Center)

Year ● 2021 ● 2022 ● 2023 ● 2024



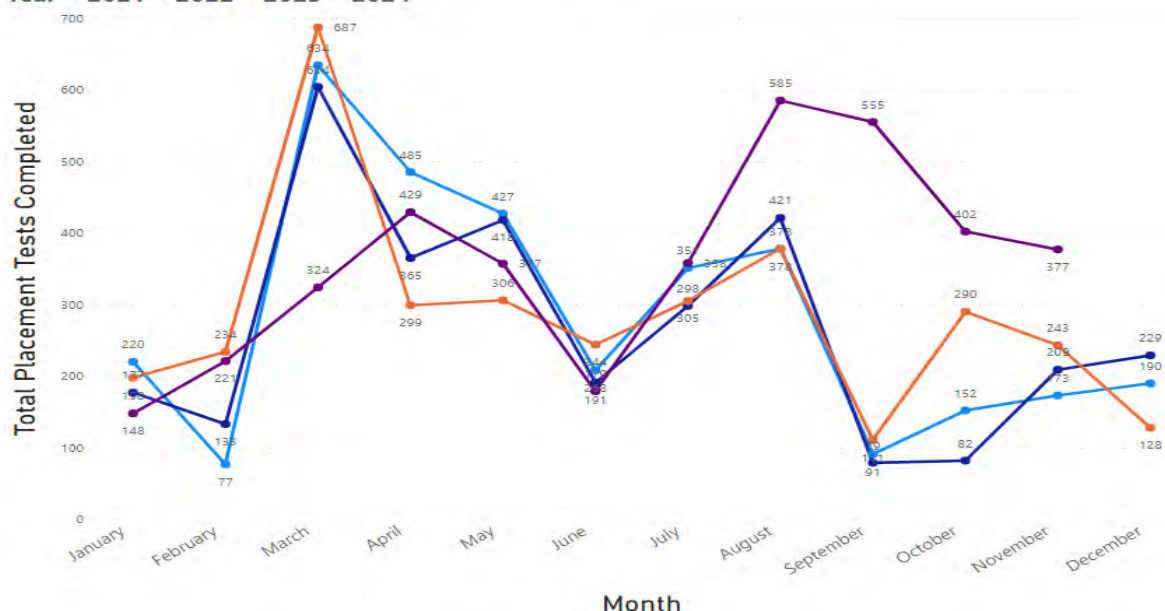
### Virtual Appointment Count By Month

Year ● 2023 ● 2024



## Total Placement Tests Completed by Month and Year

Year ● 2021 ● 2022 ● 2023 ● 2024



### Upcoming Activities and Programs

- With Spring 2025 enrollment underway, the Student Success Center offers walk-in advising/enrollment and placement testing every day from 8:30am-5:00pm.

## Student Support for Program Success

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

### Selected Activities, Programs, and Updates

- Robust Model Logic Professional Development was hosted by Dr. Al Solano on November 18th, 2024. Dr. Solano is the Title III Guided Pathways Consultant.
- Carrie Fisher, Project Career Services Coordinator I, visited with the Heating Ventilation and Air Conditioning (HVAC) Programs at Pioneer Career Center and Technical Education Center to help students create their resumes and prepare for interviews.

## Upward Bound Academy (UBA)

Submitted by Veronica Knight, Director of Upward Bound Academy

### Selected Activities, Programs, and Updates

- Upward Bound Academy (UBA) staff attended the Free Application for Federal Student Aid (FAFSA) workshop with colleagues throughout the district at J.C. Harmon High School.

- UBA Saturday Session was held November 16th, the agenda topic was gratitude.
- UBA will adopt Fresinus Dialysis Center for the holiday by donating blankets and pillows the UBA students made.
- UBA staff attended the Council on Education - Connect, Discuss, and Learn Pre-College Program webinar on November 20th.
- The UBA team of two have been wearing numerous hats – tutoring, advising, counseling and helping students. The team is working toward bringing in a part-time program assistant to help.
- UBA students have been advocates for the program and through their efforts recruited twelve new students that have applied to be members of UBA this semester.
- A meeting was held with Oracle staff to discuss coding classes for students during the summer component of UBA.

#### Upcoming Activities and Programs

- UBA students will participate in team building activities at Game Room Live on December 20th, at the end of their service-learning project during the December Saturday Session.
- UBA has been invited to identify students to participate in the Kansas Youth Leadership Forum that will be held July 14<sup>th</sup>-19<sup>th</sup>, 2025.

**BOARD OF TRUSTEES REPORT  
FINANCE, HUMAN RESOURCES, INFORMATION SERVICES,  
FACILITY SERVICES, COLLEGE POLICE & WELLNESS  
CENTER  
DR. PATRICK SCHULTE, VICE PRESIDENT OF FINANCE AND OPERATIONS  
DECEMBER 2024 REPORT**

**EXECUTIVE SUMMARY**

- **Business Office.**
  - Final Draft of FY24 Audit completed by Novak Birks, P.A. was presented and approved at November's Board of Trustees Meeting.
  - The New Markets Tax Credit (NMTC) transaction closing in support of the downtown project is projected for mid-December.
- **Human Resources.**
  - The renewal of our agreement with LinkedIn for 2025 has been executed, continuing increased recruitment opportunities while enhancing KCKCC's brand visibility.
  - The Human Resources team is focusing on year-end processes, such as finalizing benefit enrollments for 2025, calculating faculty pay changes based on the Master Contract, updating leave balances, and ensuring full team participation in executing our Wildly Important Goal (WIG) and Lead Measures for 2025.
- **Information Services.**
  - Technology assessment continues via individual meetings with all Deans and Directors.
  - Preparation continues with the Ellucian team to plan and schedule the upcoming move of Colleague (Student Information System) to a Software as a Service (SaaS) in the cloud.
- **Facility Services.**
  - ACME Flooring completed installation of poly sheets and underlayment subfloor for the Field House Court.
  - Onboarded three new employees in the Facility Services Department.
- **College Police.**
  - Sgt. Scott Bailie and Sgt. Chris Allison attended the Fort Leavenworth Education and Career Fair November 5.
  - Sgt. Scott Bailie represented the police department at Little Leaders of KCK on November 7. Students were able to tour a police vehicle and talk to a police officer.
- **Wellness Center.**
  - The Wellness and Fitness Center held a Torch the Turkey fitness challenge event the week of November 18 – 22.

## **FINANCE – DR. PATRICK SCHULTE, VICE PRESIDENT OF FINANCE AND OPERATIONS**

### **Business Office.**

- The Final Draft of FY24 Audit completed by Novak Birks, P.C. was presented and approved at November's Board of Trustees Meeting.
- The New Markets Tax Credit (NMTC) closing transaction in support of the downtown project is projected for mid-December.
- Tuition and Fee Payment Plans are open and available for Spring semester students enrolled.

### **Budget.**

- Partner Invoice Billing and Statement Reconciliation for the downtown project continues. Payments of over \$2M in downtown invoices were completed.
- As expected, November and December do not have any significant inflows or outflows anticipated.

### **Purchasing & Grants.**

- The College is currently accepting proposals for the following Request For Proposal (RFP's):
  - RFP NO. 24-017 – Colleague Optimization – The College will begin to take full advantage of the functionality available in its Ellucian Colleague Enterprise Resource Planning (ERP) system concurrent with Ellucian's effort to identify and remediate existing customization and workarounds.
  - RFP NO. 24-018 – Student Experience Redesign – The College intends to begin with a blank slate to entirely redesign the experience(s) it provides for prospective students, existing students, past students, and alumni.

## **Auxiliary**

### **Bookstore.**

- Customer Count: 5,132, down 10% vs. 2023.
- Sales: \$28,571.33, down 3% vs. 2023.
- Spring adoptions are nearly finalized in partnership with faculty to ensure accuracy. Sourced orders are being received from publishers and secondary outlets.
- VitalSource is our new online course material (Inclusive Access) partner for the upcoming semester.
- We currently have \$22,164.94 in publisher credits available for sourcing books.
- We are currently awaiting a \$11,957.92 credit for books we have returned.
- The Fall semester buyback period begins December 11 and allows students to sell back course materials through December 17.

## **HUMAN RESOURCES – LORRAINE MIXON-PAGE, CHIEF HUMAN RESOURCES OFFICER**

### **Talent Acquisition.**

- The Human Resources team is actively recruiting for Director of Center for Equity, Inclusion and Multicultural Engagement as well as Administrative Assistant (part-time), Center for Equity, Inclusion and Multicultural Engagement.

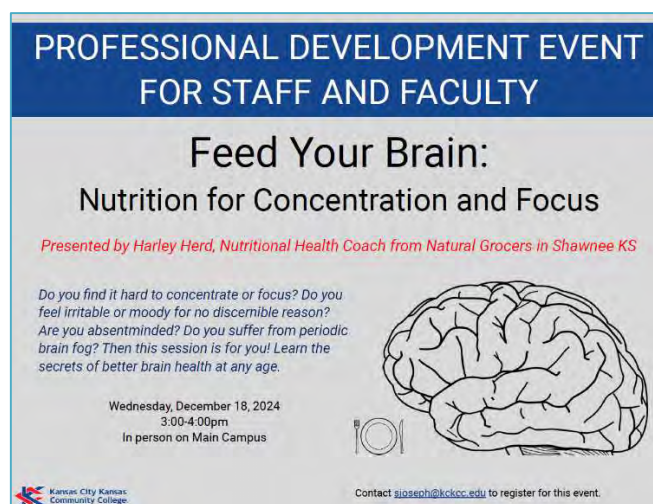
## Training and Development.

- **Monthly Professional Development Series**

- Wade Abel and Laena Loucks presented *Military and Veterans Center: Welcome to the Green Zone – How Do We Best Support Our Military Affiliated Students?* on November 13. Seven participants attended.



- The Human Resources Team is partnering with Natural Grocers to present the timely topic of *Feed Your Brain: Nutrition for Concentration and Focus* will be presented by guest speaker, Harley Herd, Nutritional Health Coach from Natural Grocers in Shawnee, KS on Wednesday, December 18. Attendance will be reported in the next Board report.



- **Soft skills professional development sessions** are offered every month.
  - *Active Listening was offered in November. One participant attended.*



- **New Supervisor Training** was held November 6 – November 9. Nine participants attended.

### Employment.

- Human Resources currently has fifty-nine (59) positions open and posted.
  - Four (4) full-time faculty
  - Nineteen (19) full-time staff
  - Fifteen (15) part-time staff
  - Twenty-one (21) adjunct faculty

### Benefits.

- Manual processing of employee benefits within the payroll system for the 2025 benefits cycle has begun.
- Attended training for Kansas Public Employees Retirement System (KPERs) 457 Employer Updates on December 3 from 9:00am-9:30am.

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

- Designing DEI Professional Development Series for Employees and DEI Series for Students.
  - To be held monthly between January and May 2025.
  - Sessions will be in-person at the Center for Equity, Inclusion, and Multicultural Engagement.
- Adult Basic Education – Equity and Inclusion Committee.
  - Dedicated to ensuring that adult education programs are accessible and equitable for all learners.
  - Identifying and addressing barriers.
  - Providing support and resources for adult learners.

- The Equity and Inclusion Council was held November 13.
  - Worked on updating Charter and By-Laws.
  - Preparing for Spring 2025 planning.
- Program review updates.
  - The Center for Equity, Inclusion, and Multicultural Engagement is in year two of co-curricular assessment.
  - Developed and sent Center for Equity, Inclusion and Multicultural Engagement action items for approval.
  - To be submitted after approval to Co-Curricular Assessment in February 2025.
- Participated in International Education Week events November 18 – November 22.
- Planned and celebrated Day-of-the-Dead in collaboration with Student Organization of Latinx.
  - Constructed and decorated Day-of-The-Dead Alter at the Center for Equity, Inclusion, and Multicultural Engagement (CEIM).
  - Held celebrations and student interactive activities at the Center for Equity, Inclusion, and Multicultural Engagement (CEIM) November 4 – November 8.



#### **INFORMATION SERVICES – BOB WALKER, CHIEF INFORMATION OFFICER**

- **Academic Support.**
  - Completed multiple Helpdesk tickets.
  - Maintained and updated the One Card Identification (ID) Card system.
  - Maintained and updated the Online Directory on the website ([www.kckcc.edu](http://www.kckcc.edu)).
  - Developed and delivered four training sessions on Microsoft Teams Meetings and Charts in Microsoft Excel.
  - Presented in New Employee Orientation on Information Technology (IT) and Staff Senate.
  - Assisted with Chat with the Prez.
  - Attended the CORE monthly meeting.
  - Provided the public announcements for the Blue Devil Basketball and Volleyball games.
  - Assisted the Office of Assessment with Microsoft Excel issues.
  - Attended the Active Listening Professional Development session.
  - Produced and delivered video instruction on setting out-of-office messages for Thanksgiving Break.
  - Attended the monthly Professional Development meeting.
  - Aided various faculty members with issues in Office 365.

- **Computing Services.**
  - 162 Helpdesk tickets were issued in November – 138 of those tickets were resolved.
  - 228 calls were made to the Helpdesk in November – the average time per call was 4.05 minutes.
  - Several computers in classrooms have been upgraded to the latest version of Windows 11 and migrated to Microsoft Intune to allow more seamless and automated management of software installs and updates.
  - 313 new laptops have been received for student checkout to students awarded and receiving Pell Grant funds. Imaging and setup of the laptops have begun in preparation of check out for the Spring 2025 semester.
- **Network Services.**
  - Self-Service web application availability – 99%
  - Student Recruiter web application – 99%
  - Colleague User Interface (UI) availability – 99%
  - MyDotte availability – 99%
  - Email availability – 99%
  - Network switch and phone availability – 98%
  - Microsoft monthly updates and security patches were applied to all servers, one week after Microsoft Patch Tuesday.
  - Monthly (or as needed) computer software updates: Google Chrome, Mozilla Firefox, and Microsoft Edge.
  - Upgraded computers to Microsoft 10 Version 22H2, currently at 92.1% completion. Next month, we will begin reporting on the percentages of machines upgraded to Windows 11 to meet the end of support for Windows 10 in October 2025.
  - Continued deployment for Windows 11 desktop computers, and the wireless certificate has been created and tested.
  - The wireless project for certificate-based protection with Logicalis is complete.
- **Computing Services.**
  - **Academic Affairs**
    - Kansas Systemwide General Education Completed notation on KCKCC transcript.
      - Description: The Kansas Board of Regents (KBOR) developed the Systemwide General Education framework to facilitate student transfer more efficiently and requires Kansas public institutions to participate.
      - Step(s): Scheduled to collaborate with the consultant this Friday to identify the core requirements/processes, customize the subroutine, and implement the front end to gather the evaluated data for the transcript.
  - **Institutional Effectiveness**
    - Gainful employment reporting.
      - Description: To set up gainful employment data for the National Student Clearinghouse (NSC) to meet the Department of Education Gainful Employment regulations.
      - Step(s): Lead and collaborate with the KCKCC technical/functional team to set up gainful employment reporting.
  - **Registration and Records & Student Success Center**
    - Reverse transfer program reporting.
      - Description: To develop a reporting process to collect students' completed courses and send them to the National Student Clearinghouse (NSC) centralized system. The NSC offers a program that allows institutions to transfer course and grade data

- between colleges, allowing students to earn an associate degree at a community college.
  - Step(s): Continue working and collaborating with the functional departments to create the reporting.
- Business Office
  - Nelnet Cashiering.
    - Description: Implement the Nelnet Cashiering component for the Business Office to collect payments.
    - Step(s): Finalize reports and prepare to configure the new card readers in the Main Campus Business Office, Technical Education Center, and Pioneer Career Center.
- Bookstore Course Materials
  - VitalSource/Verba Connect course enrollment reporting.
    - Description: Work with VitalSource, Bookstore, and Online Education team to prepare the course enrollment data for their secured site.
    - Step(s): The project was completed on November 18. Jobs have been successfully scheduled to run at 2:30 AM on the database and 3:00 AM on the file export sides.
- Administration
  - Technology needs assessment continues via individual meetings with all Deans and Directors.
  - Preparation continues with the Ellucian team to plan and schedule the upcoming move of Colleague (Student Information System) to a Software as a Service (SaaS) in the cloud.
  - Two RFPs (Request for Proposals) were released on November 22 seeking vendor assistance with:
    - Reviewing utilization of the Colleague system in each function area while presenting college employees with best-practice examples and training on how to take full advantage of system options. Collaborating on necessary configuration changes and training/testing new functionality. Documenting processes for each role that touches the Colleague system to help ensure standard operations and provide training materials for future employees.
    - Designing a student experience like no other. This vision will lead our efforts to configure (and select) systems that deliver a premium experience for each type of student we serve.
    - RFP responses are due by December 20 to begin working with us as soon as possible in 2025.

## **FACILITY SERVICES – DEBBIE FANGMAN, DIRECTOR OF FACILITY SERVICES**

### **TOP ACCOMPLISHMENTS:**

- Kansas City Board of Public Utilities, Atmos Energy, and Continental Engineering completed topographic lot survey for Fire Science Strategic New Ask.
- TITAN completed Asbestos study and testing for Field House lower-level corridor and entrances.
- SCI completed installation of countertop, and Facility Services completed remodel of College Police Space 3463.
- Rigdon Flooring completed carpet and cove base installation in lower Humanities elevator hallway.
- ACME Flooring completed installation of poly sheets and underlayment subfloor for Field House court.

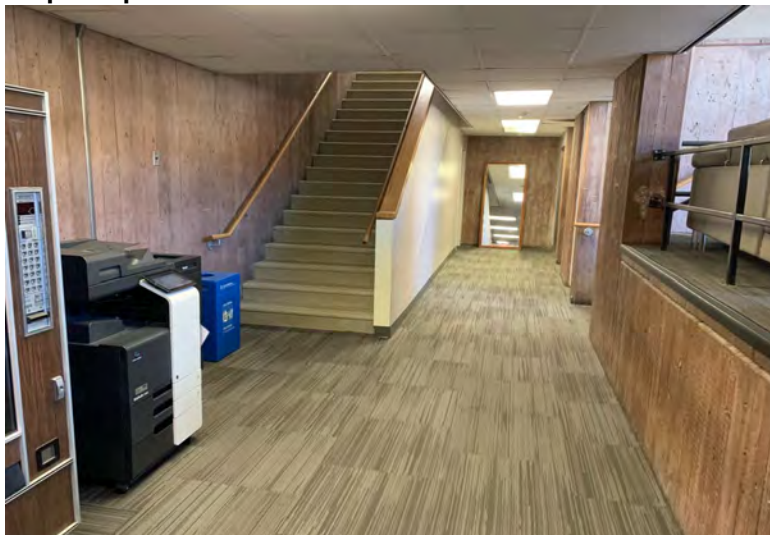
- Midwest Alarms completed repairs to Fire Panels that were affected at Technical Education Center Automotive Collision Repair building after power outages due to storms.
- Onboarded three new employees in the Facility Services Department.
- Custodial Staff completed over 66 Helpdesk Tickets and assisted with 36 events in addition to daily responsibilities.
- Removed fallen tree at the larger pond.
- Installation completed of new motorcycle or overflow lot.
- New paint for parking and motorcycle class.
- Welded new rail inside TEC going to roof due to failure of safety inspection.
- New warning track installation at baseball field.
- New motorcycle lot edge mill and overlay, and new striping paint for cars and motorcycle class.

#### **UPCOMING GOALS FOR DECEMBER and Q1 2025:**

- Continue to update signage and wayfinding requests from faculty and staff.
- Complete Strategic New Ask for Student Accessibility & Support Services.
- Complete Carpet Updates for Community Education Building.
- Complete Learning Commons sewer repairs.
- Remove Playground Equipment on the Little Leaders of KCKC Childcare Center grounds to make way for new equipment.
- Installation of new asphalt on top of former Wash Barn location at Technical Education Center.
- Replace bridge courtyard from Continuing Education Building to Flint Building.
- Weld a new rail for the new sidewalk walk along the side of Humanities. Current rail was installed by Pioneer Career Center and improvements are necessary.
- Replace the Pin Oak trees along the Main Campus Road with new maple trees.
- Fountains to be installed in the large pond and in the courtyard. Courtyard install will occur in Spring 2025. Planning to install another waterfall in the courtyard pond in 2025.

#### **Repair and Replacement:**

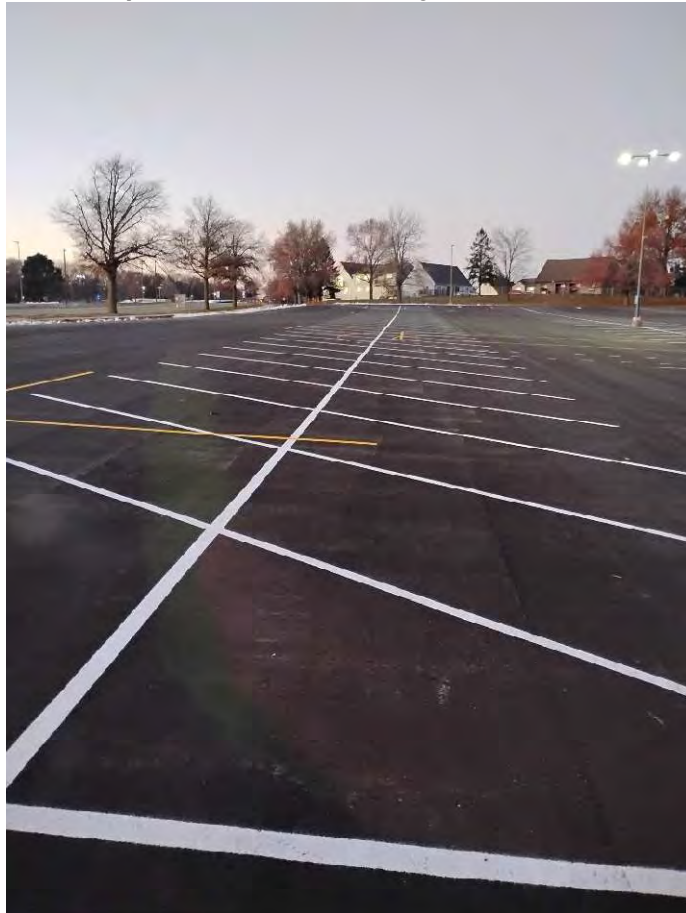
**Carpet Replacement at Humanities:**



**Field House Subfloor Installation:**



**Main Campus New Lot and Painting:**



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

- Sgt. Scott Bailie and Sgt. Chris Allison attended the Fort Leavenworth Education and Career Fair November 5 to recruit for department hiring.
- Provided parking lot control for Harvesters at the Technical Education Center on November 22. This was a large food disbursement with over 500 cars occupying the parking lot.
- Sgt. Bailie represented the College Police Department November 7 at Little Leaders of KCK for the students to tour a police vehicle and talk to a police officer.

*Pictured: Sgt. Chris Allison; Marcia Irvine, Director of Pioneer Career Center; Wade Abel, Director of Military and Veterans Center; and Sgt. Scott Bailie at the Fort Leavenworth Education and Career Fair on November 5.*



*Pictured: Sgt. Bailie at Little Leaders of KCK on November 7.*



#### **WELLNESS AND FITNESS CENTER – ROB CRANE, DIRECTOR OF WELLNESS CENTER**

- The Wellness and Fitness Center held a Torch the Turkey fitness challenge event the week of November 18 – 22. Each participant needed to complete four fitness challenges and post a picture of them doing these challenges on our Wellness and Fitness Center Facebook page. There was a cardiovascular challenge, balance challenge, core challenge, and a stretch challenge. The participants were put into a drawing and a winner was randomly selected. Congratulations to community member, James Blount, on winning the Torch the Turkey fitness challenge!
- Nine College employees are participating in the Goal Getters Program. This program spans the entire Fall semester, and they will complete this fitness journey on December 16.
- The KCKCC Walk Across Kansas was a success this Fall 2024! All 19 Teams stayed engaged and moving the entire eight weeks to complete the 448 miles it takes to make the trek across Kansas. The teams finished up their eight weeks on November 24. The Team Winner will be declared by Friday, December 6. Several participants have expressed that this challenge was extremely motivating, and they are going to keep up their increased activity.
- Pam Hall, Wellness Specialist, and Deb Likins, Wellness Specialist, took time during Thanksgiving break to build a brick border around the Strawberry Patch in the KCKCC Community Garden. Thank you, Mother Nature, for such nice weather!

*Pictured: Torch the Turkey Challenge winner, James Blount, community member.*



**2024 Torch the Turkey Challenge  
November 18th-22nd**

Everyone is welcome to participate.  
Pick up the challenge details at the front desk  
starting on Monday 11/18.

- Choose 1 activity from each of the 4 categories.
- Complete all 4 activities at your fitness level.
- Post 4 photos of yourself completing each activity to the KCKCC WFC Facebook page to be entered for a prize drawing. 1 entry per person.



Nov-24				
Summary: Net Position	Oct-24	Nov-24	Monthly Change	Comments
Total Assets	\$ 176,600,043	\$ 173,416,827	\$ (3,183,216)	
Total Liabilities	\$ 41,004,569	\$ 43,089,766	\$ 2,085,197	
Increase /(Decrease) in Net Position	\$ 135,595,474	\$ 130,327,061	\$ (5,268,413)	H1: Comparison of Monthly NP

Summary: Revenue and Expenses	Oct-24	Nov-24	Monthly Change	Comments
YTD Total Revenues	\$ 24,840,014	\$ 29,855,617	\$ 5,015,603	H2
YTD Operating Expenses	\$ 25,461,864	\$ 34,114,324	\$ 8,652,460	H3
Monthly Change in Net Revenue	\$ (621,850)	\$ (4,258,708)	\$ (3,636,858)	
Current Month - Burn Rate			\$ 6,572,592	(Average monthly burn rate = \$7.6M)

\*Average burn rate was calculated based on monthly operational expenses less previous month operational expenses, removing reserves and the downtown project.

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 November, net position was \$130M which was a decrease of \$5.2M over last month. This was a result of a tuition recievable increase due to payment plans, and cash utilization.
H2	The revenue for the month included \$1.9M fall tuition and fees, \$765k in auxiliary from fall housing contracts.
H3	Expenditures for the month included \$2M in construction costs per the downtown project. Salaries were \$4.8M, and operating expenses were \$1.2M.

Risks / Issues	
R1	State Aid is an integral part in our revenue. It includes operating grants for non-tiered (general education) courses and tiered (technical) courses, Excel in CTE funding for high school students in technical education courses, and other special funds (apprenticeship, cybersecurity, etc.). The Kansas Board of Regents and Technical Education Authority continually review and seek to change the funding formula and availability of the various types of aid. A reduction in any of our sources would greatly impact our budget and the ability to fund important initiatives.
R2	The political climate can affect our revenue. There is growing pressure on the Department of Education to reduce spending on education, and that can impact our ability to obtain federal grants and provide federal financial aid to students in the greatest need. These barriers could affect our budget, but also our enrollment.

Kansas City Kansas Community College: Month of NOVEMBER 2024						
	BUDGET FISCAL YEAR FY 2025	YTD ACTUAL 11/30/2024	FORECAST FISCAL YEAR 2025	YTD ACTUAL 11/30/2023	VARIANCE ACTUAL TO BUDGET	YTD COMPARED TO TO BUDGET
Operating Revenues:						
Student Tuition and Fees	\$ 10,837,608	\$ 6,962,574	\$ 10,837,608	\$ 6,802,325	\$ (3,875,034)	64.24%
Tuition		\$ 5,083,440		\$ 4,942,911		
Student Fees		\$ 1,359,826		\$ 1,239,443		
Course Fees		\$ 519,308		\$ 619,971		
Federal Grants and Contracts	\$ 3,946,923	\$ 568,013	\$ 3,946,923	\$ 3,765,657	\$ (3,378,910)	14.39%
State Contracts	\$ 9,141,307	\$ 3,057,167	\$ 9,141,307	\$ 742,445	\$ (6,084,140)	33.44%
Private Gifts, Grants & Contracts	\$ 168,200	\$ 98,834	\$ 168,200	\$ 189,500	\$ (69,366)	58.76%
Auxiliary Enterprise Revenue	\$ 3,323,932	\$ 2,389,064	\$ 3,323,932	\$ 1,684,541	\$ (934,868)	71.87%
Bookstore		\$ 838,945		\$ 926,827		
Housing		\$ 1,550,118		\$ 757,714		
Other Operating Revenue	350,000	\$ 215,240	\$ 350,000	\$ 185,813	\$ (134,760)	61.50%
Total Operating Revenues	\$ 27,767,970	\$ 13,290,892	\$ 27,767,970	\$ 13,370,281	\$ (14,477,078)	47.86%
Nonoperating Revenues (Expenses)						
County Property Taxes	\$ 56,207,914	\$ 3,971,190	\$ 56,207,914	\$ 3,490,666	\$ (52,236,724)	7.07%
State Aid	\$ 9,148,553	\$ 4,574,277	\$ 9,148,553	\$ 5,065,165		50.00%
SB155 AID	\$ 3,406,407	\$ 3,549,805	\$ 3,406,407	\$ 3,464,011	\$ 143,398	104.21%
Investment Income	\$ 940,000	\$ 574,180	\$ 940,000	\$ 505,458	\$ (365,820)	61.08%
Interest Expense on Capital Asset Debt	\$ (993,532)	\$ (494,277)	\$ (993,532)	\$ (548,458)	\$ 499,255	49.75%
Transfer from Reserves - Downtown	\$ 30,003,341	\$ 3,395,088 <sup>3</sup>	\$ 30,003,341	\$ -	\$ (29,008,879)	3.31%
Transfer from Reserves - FY24 Rollovers	\$ 3,477,860	\$ 994,462	\$ 3,477,860	\$ 1,785,779	\$ 13,086,865	28.59%
Total Nonoperating Revenues	\$ 102,190,543	\$ 16,564,725	\$ 102,190,543	\$ 13,762,621	\$ (85,625,818)	16.21%
<b>Total Revenues</b>	<b>\$ 129,958,513</b>	<b>\$ 29,855,617</b>	<b>\$ 129,958,513</b>	<b>\$ 27,132,902</b>	<b>\$ (100,102,896)</b>	<b>22.97%</b>
Operating Expenses:						
Salaries & Benefits	\$ 49,103,299	\$ 18,270,670	\$ 49,103,299	\$ 17,895,777	\$ (30,832,629)	37.21%
Contractual Services	\$ 4,092,005	\$ 1,002,276	\$ 4,092,005	\$ 917,494	\$ (3,089,729)	24.49%
Supplies & Other Operating Expenses	\$ 13,600,968	\$ 6,684,635	\$ 13,600,968	\$ 7,215,661	\$ (6,916,333)	49.15%
Contribution to Reserves	\$ 5,233,412	\$ -	\$ 5,233,412	\$ -		
Master Facility Plan Reserves	\$ 1,614,319	\$ -	\$ 1,614,319	\$ -		
Utilities	\$ 2,205,000	\$ 1,024,097	\$ 2,205,000	\$ 902,638	\$ (1,180,903)	46.44%
Repairs & Maintenance to Plant	\$ 14,035,672	\$ 1,573,920	\$ 14,035,672	\$ 1,160,734	\$ (12,461,752)	11.21%
Scholarships & Financial Aid	\$ 2,036,217	\$ 682,064	\$ 2,036,217	\$ 4,204,653	\$ (1,354,153)	33.50%
Strategic Opportunities	\$ 616,420	\$ 194,193 <sup>1</sup>	\$ 616,420	\$ -	\$ (422,227)	31.50%
Contingency	\$ 700,000	\$ 127,919	\$ 700,000	\$ 407,279	\$ (572,081)	18.27%
Debt Service	\$ 3,240,000	\$ 165,000	\$ 3,240,000	\$ 145,000	\$ (3,075,000)	
Other expenses - Downtown	\$ 30,003,341	\$ 3,395,088				
Rollover from FY24 to FY25	\$ 3,477,860	\$ 994,462 <sup>2</sup>	\$ 3,477,860	\$ -		
<b>Total Operating Expenses</b>	<b>\$ 129,958,513</b>	<b>\$ 34,114,324</b>	<b>\$ 99,955,172</b>	<b>\$ 32,849,236</b>	<b>\$ (59,904,807)</b>	<b>31.47%</b>
<b>Increase/(Decrease) in Net Revenue</b>	<b>\$ -</b>	<b>\$ (4,258,708)</b>	<b>\$ 30,003,341</b>	<b>\$ (5,716,334)</b>	<b>\$ (40,198,090)</b>	
<b>Federal Financial Aid Revolving Fund</b>						
Federal Financial Aid Funds In		\$ 4,511,156		\$ 3,418,857		
Federal Financial Aid Funds Out to Student Accounts		\$ 3,893,126		\$ 3,351,555		
Net Effect on Current Month		\$ 618,030		\$ 67,302		
<sup>1</sup> \$194,193.49 of the strategic initiative funding utilized to date for AUDI.						
<sup>2</sup> \$994,461.96 of the FY24 rollover funds spent to date.						
<sup>3</sup> \$391,200.04 and \$3,003,888.08 of Other Operating Expenses and Repair & Maint to Plant for Downtown						

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

**Summary Statement of Revenue & Expenses**

	<b>FY2025 Actual</b>	<b>Annual Budget</b>	<b>FY2024 Actual</b>	<b>Annual Budget</b>	<b>FY2023 Actual</b>	<b>Annual Budget</b>	<b>FY2022 Actual</b>	<b>Annual Budget</b>
Operating Revenues	\$ 13,290,892	\$ 27,767,970	\$ 13,370,281	\$ 26,799,286	\$ 6,639,642	\$ 24,861,785	\$ 9,397,110	\$ 34,420,330
Non-Operating Revenues, Net	16,564,725	102,190,543	13,762,621	78,930,292	6,683,089	64,014,032	5,185,362	57,762,262
<b>Total Revenues</b>	<b>29,855,617</b>	<b>129,958,513</b>	<b>27,132,902</b>	<b>105,729,578</b>	<b>13,322,731</b>	<b>88,875,817</b>	<b>14,582,472</b>	<b>92,182,592</b>
Operating Expenses	34,114,324	129,958,513	32,849,236	105,729,578	10,385,390	82,287,164	9,758,824	85,687,565
<b>Increase/(Decrease) in Net Revenue</b>	<b>\$ (4,258,708)</b>	<b>\$ -</b>	<b>\$ (5,716,334)</b>	<b>\$ -</b>	<b>\$ 2,937,341</b>	<b>\$ 6,588,653</b>	<b>\$ 4,823,648</b>	<b>\$ 6,495,027</b>

**Summary Statement of Net Position**

	<b>YTD FY2025</b>	<b>YTD FY2024</b>	<b>Unaudited Year-End FY2024</b>
<b>Assets</b>			
Transfer from Reserves - Downtown			
Current Assets	\$ 91,777,738	\$ 75,213,907	\$ 106,665,162
Noncurrent Assets	81,639,089	78,532,760	81,584,514
<b>Total Assets</b>	<b>\$ 173,416,827</b>	<b>\$ 153,746,667</b>	<b>\$ 188,249,676</b>
<b>Liabilities</b>			
Current Liabilities	\$ 11,313,996	\$ 9,862,333	\$ 14,752,240
Noncurrent Liabilities	31,775,770	32,898,091	31,678,660
<b>Total Liabilities</b>	<b>43,089,766</b>	<b>42,760,424</b>	<b>46,430,900</b>
<b>Net Position</b>	<b>130,327,061</b>	<b>110,986,243</b>	<b>141,818,776</b>
<b>Total Liabilities and Net Position</b>	<b>\$ 173,416,827</b>	<b>\$ 153,746,667</b>	<b>\$ 188,249,676</b>

KANSAS CITY KANSAS COMMUNITY COLLEGE							
BANK BALANCES PER GENERAL LEDGER							
FINANCIAL INSTITUTION		FUND NO.	FUND	CHECKING	INVESTMENTS	YTD 30-Nov-24	PRIOR YEAR 30-Nov-23
BANK OF LABOR		25	FEDERAL PROGRAMS	\$ 563,503		\$ 563,503	\$ 561,977
BANK OF LABOR		61	CAPITAL OUTLAY	\$ 7,534,540		\$ 7,534,540	\$ 4,194,252
BANK OF LABOR CD	<sup>1</sup>	61	Investment		\$ -	\$ -	\$ 3,261,336
BANK OF LABOR		74	BOARD SCHOLARSHIP	\$ 1,030,003		\$ 1,030,003	\$ 558,870
LIBERTY BANK CD	<sup>2</sup>	n/a	Investment		\$ -	\$ -	\$ 510,990
COUNTRY CLUB BANK		13/14	ABE-CONT. EDUCATION	\$ 72,579		\$ 72,579	\$ 620,792
COUNTRY CLUB BANK		72	INCIDENTAL (AGENCY)	\$ 479,858		\$ 479,858	\$ 959,179
SECURITY BANK		11	GENERAL FUND	\$ 46,131,187		\$ 46,131,187	\$ 50,976,522
SECURITY BANK		15	TECHNICAL ED FUND	\$ 765,591		\$ 765,591	\$ 765,591
SECURITY BANK		16	STUDENT UNION	\$ 4,028,449		\$ 4,028,449	\$ 2,223,033
			(AUXILIARY SERVICES)				
SECURITY BANK		63	STUDENT HOUSING	\$ -		\$ -	\$ -
			(CONSTRUCTION FUND)				
SECURITY BANK CD	<sup>3</sup>	n/a	Investment		\$ 3,672,106	\$ 3,672,106	\$ 3,577,854
SECURITY BANK CD	<sup>5</sup>	n/a	Investment		\$ 3,770,000	\$ 3,770,000	\$ -
ACADEMY BANK CD	<sup>7</sup>	n/a	Investment		\$ 3,000,000	\$ 3,000,000	\$ -
COMMERCE BANK CD	Tran	n/a	Investment		\$ -	\$ -	\$ 3,000,000
UMB BANK *		17	PAYROLL	\$ -		\$ -	\$ -
UMB Bank	<sup>6</sup>	n/a	Investment		\$ 3,770,000	\$ 3,770,000	\$ -
<b>TOTAL</b>				<b>\$ 60,605,709</b>	<b>\$ 14,212,106</b>	<b>\$ 74,817,815</b>	<b>\$ 71,210,396</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 matured 6/27/2024; was redeemed and transferred to General Fund							
<sup>3</sup> CD matured 4/27/24 and was reinvested until 10/27/25 at 4.80%							
<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, 2024 to June 30, 2025										
July 1, 2023 to June 30, 2024										
Month	FY2025	FY2024	FY2025	FY2024	FY2025	FY2024	FY2025	FY2024	FY2025	FY2024
	Operational	Operational	Operational	Operational	Net	Net	Transfers	Transfers	Cash	Cash
	Cash	Cash	Cash	Cash	Change	Change	In/Out	In/Out	Balance	Balance
	Inflow	Inflow	Outflow	Outflow						
June									59,836,575	56,971,132
July	6,251,074	2,747,979	(8,627,989)	(5,698,660)	(2,376,915)	(2,950,681)	(68,356)	(77,186)	57,391,304	53,943,265
August	7,532,226	7,208,575	(9,718,837)	(9,365,632)	(2,186,611)	(2,157,057)	(3,677)	-	55,201,016	51,786,208
September	8,375,043	7,828,652	(8,428,951)	(9,289,003)	(53,908)	(1,460,351)		-	55,147,107	50,325,857
October	10,893,829	7,404,713	(12,912,789)	(8,406,275)	(2,018,961)	(1,001,562)		-	53,128,147	49,324,295
November	1,845,010	10,699,548	(8,076,379)	(8,281,730)	(6,231,369)	2,417,818			46,896,778	51,742,113
December	1,788,409	1,788,409	(6,254,180)	(6,254,180)	(4,465,771)	(4,465,771)			42,431,007	47,276,342
January	35,838,098	35,838,098	(9,098,668)	(9,098,668)	26,739,430	26,739,430			69,170,437	74,015,772
February	8,211,776	8,211,776	(16,593,937)	(16,593,937)	(8,382,161)	(8,382,161)			60,788,276	65,633,611
March	3,861,571	3,861,571	(8,577,628)	(8,577,628)	(4,716,057)	(4,716,057)			56,072,219	60,917,554
April	6,708,893	6,708,893	(8,342,893)	(8,342,893)	(1,634,000)	(1,634,000)			54,438,219	59,283,554
May	3,205,249	3,205,249	(7,173,247)	(7,173,247)	(3,967,998)	(3,967,998)			50,470,221	55,315,556
June	23,162,265	23,162,265	(18,641,246)	(18,641,246)	4,521,019	4,521,019			54,991,240	59,836,575
Totals	117,673,443	118,665,728	(122,446,745)	(115,723,099)	(4,773,302)		(72,033)	(77,186)		
Bold = Actual										
	33,052,171		(39,688,566)							
GL Balance	General Fund	\$ 46,131,187								
	TEC Fund	\$ 765,591								
		\$ 46,896,778								

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

Debt Issuance		Original Issue Date	Original Maturity Date	Original Principal Issued	Refinance Principal Issued	New Maturity Date	Balance 6/30/2024	Payments FY25 Amount	Less Interest	Balance 6/30/2025
COP-Capital Lease Oblig	<sup>1</sup>	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$1,320,000	\$681,540	\$41,540	\$680,000
	<sup>2</sup>	3/1/2020			\$11,095,000	4/1/2029	\$4,015,000	\$2,125,600	\$160,600	\$2,050,000
	<sup>3</sup>	3/1/2020			\$4,270,000	4/1/2029	\$3,740,000	\$562,610	\$92,610	\$3,270,000
Revenue Bond Oblig	<sup>4</sup>	1/27/2021	1/31/2053	\$19,840,000	NA	NA	\$19,695,000	\$858,581	\$693,581	\$19,530,000
				<u>\$27,885,000</u>	<u>\$19,390,000</u>		<u>\$28,770,000</u>	<u>\$4,228,331</u>	<u>\$988,331</u>	<u>\$25,530,000</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 - FY2025**

Inflows			Outflows	
	Description	Amount	Description	Amount
July	State Aid - Disbursement 1	\$ 2,835,725	Insurance (Annual Premium)	(\$896,641)
	CyberSecurity	\$ 250,000		
	Apprenticeships	\$ 911,131		
	Technology	\$ 25,678		
	Capital Outlay	\$ 533,896		
	Student Success	\$ 1,115,020 <sup>3</sup>		
August	State Aid - Disbursement 1	\$ 4,574,277	Rev Bond - P&I (Principal and Interest)	(\$511,791)
	Tiered	\$ 2,093,391		
	Non-tiered	\$ 2,480,886		
September	Tax Distribution	\$ 2,715,200 <sup>1</sup>	Financial Aid Refunds COP - Interest on Debt (Certificates of Participation)	(\$3,150,000) (\$126,605)
	Current Tax	\$ 842,700		
	Heavy Truck	\$ 1,000		
	Motor Vehicle	\$ 1,500,000		
	Commercial Motor Vehicle	\$ 14,000		
	Motor Vehicle Excise	\$ 20,000		
	RV	\$ 6,500		
	Delinquent	\$ 234,000		
	Industrial Revenue Bonds	\$ 97,000		
	Financial Aid Draw	\$ 3,200,000 <sup>2</sup>		
	October	Tax Distribution		
Current Tax		\$ (39,941)		
Motor Vehicle		\$ 603,725		
Commercial Motor Vehicle		\$ 6,260		
RV		\$ 1,621		
Delinquent		\$ 229,492		
SB 155 Funding - Disb		\$ 3,200,000		
November				
December				
January	Tax Distribution	\$ 28,037,500	Rev Bond - Interest on Debt	(\$346,791)
	Current Tax	\$ 26,200,000		
	Heavy Truck	\$ 6,000		
	Motor Vehicle	\$ 830,000		
	Commercial Motor Vehicle	\$ 24,000		
	Motor Vehicle Excise	\$ 17,000		
	RV	\$ 2,500		
	Industrial Revenue Bonds	\$ 588,000		
	Delinquent	\$ 370,000		
	State Aid - Disbursement 2	\$ 4,574,277		
	Tiered	\$ 2,093,391		
	Non-tiered	\$ 2,480,886		
	February	Financial Aid Draw		
March	Tax Distribution	\$ 2,237,600	COP - P & I (Principal and Interest)	(\$2,561,605)
	Current Tax	\$ 1,575,000		
	Heavy Truck	\$ 1,600		
	Motor Vehicle	\$ 377,000		
	Commercial Motor Vehicle	\$ 109,000		
	RV	\$ 1,000		
	Delinquent	\$ 174,000		
	April			
May				
June	Tax Distribution	\$ 20,979,904		
	Current Tax	\$ 19,600,000		
	Heavy Truck	\$ 1,404		
	Motor Vehicle	\$ 985,000		
	Commercial Motor Vehicle	\$ 32,000		
	RV	\$ 4,500		
	Industrial Revenue Bonds	\$ 137,000		
	Delinquent	\$ 220,000		

<sup>1</sup> Tax distributions total estimated revenue of \$56,253,307. The breakdown by date is based on historical proportions of the funds distributed by the county.

<sup>2</sup> Financial aid disbursements are based on total estimated revenue and historical proportions for fall and spring semesters.

<sup>3</sup> State aid was provided for FY25 to support student success initiatives. This is in addition to the cybersecurity, apprenticeship, and capital outlay funds received last year.

## 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	3/27/2024	525,846	\$77,390	14.72
4/27/2023	443,737	\$74,086	16.69	4/29/2024	578,000	\$79,620	13.78
5/30/2023	549,246	\$80,597	14.67	5/30/2024	499,863	\$71,411	14.29
6/29/2023	498,661	\$74,975	15.03	6/28/2024	469,342	\$67,512	14.38
7/28/2023	481,387	\$71,925	14.94	7/31/2024	530,807	\$75,798	14.28
8/30/2023	577,606	\$84,662	14.65	8/29/2024	518,275	\$73,916	14.26
9/28/2023	494,051	\$73,800	14.93	9/27/2024	492,424	\$76,554	15.55
10/26/2023	465,030	\$70,839	15.23	10/30/2024	578,317	\$78,371	13.55
11/30/2023	612,477	\$83,090	13.56	11/26/2024	488,946	\$73,237	14.98
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>				



Kansas City Kansas  
Community College™

# EDUCATIONAL INNOVATION GLOBAL PROGRAMMING



*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.*

## BOT REPORT DECEMBER'24

Dr. Fabiola Riobé

**Executive Summary for the Board of Trustees**  
**December 2024**  
**Dr. Fabiola Riobé**

As the Vice President of Educational Innovation and Global Programming (EI&GP) it is my privilege to share the latest updates on our initiatives and accomplishments as they align with the college's strategic priorities: Student Success (SS), Quality Programs and Services (QPS), Employee Engagement (EE), and Community Engagement (CE). These efforts continue to position Kansas City Kansas Community College (KCKCC) as the premier partner of choice. Below, see outlined key achievements across EI&GP Divisions:

**Student Success (SS)**

- **Dual Enrollment Impact:**
  - High school students represent 19.12% of the total student population for Spring 2025, contributing 14.83% of the total credit hours.
  - The Summer U College Preparation Camp provided critical skills in financial literacy, course registration, and technology navigation to bridge the transition to college.
- **Adult Education Outcomes:**
  - General Education Development (GED) and English Language Acquisition (ELA) programs enrolled over 120 students, with successes including two GED completions and a citizenship milestone.
- **Global Education Engagement:**
  - International Education Week brought 266 participants to events fostering global competence, including a thematic forum on workforce readiness and cultural activities.

**Quality Programs and Services (QPS)**

- **Innovative Online Learning:**
  - Implemented advanced tools like Panopto and Blackboard AI to enhance course delivery.
  - Progress toward adopting the Illuminate learning analytics system and Genius portal will streamline data access and enrollment processes by Fall 2025.
- **Global Partnerships:**
  - Collaborated with Hilltop Global Group to explore dual credit initiatives that expand KCKCC's impact locally and globally.

**Employee Engagement (EE)**

- **Professional Development:**
  - Faculty and staff are actively involved in technology training and key committees, ensuring readiness for new innovations.
  - Staff contributions include roles in international education initiatives and professional development activities.

**Community Engagement (CE)**

- **Workforce and Youth Development:**
  - Strengthened workforce innovation through partnerships and global dual credit initiatives.
  - Youth Ambassadors, serving underserved teens, resumed programming to foster life and leadership skills.
- **International Education Advocacy:**
  - Promoted global competency and workforce readiness through Collaborative Online International Learning (COIL) initiatives and community collaborations.

These accomplishments reflect EI&GP's unwavering commitment to the strategic priorities of KCKCC. Through innovative programs, empowered employees, and meaningful community partnerships, the division continues to drive transformational change and empower KCKCC students for success in a rapidly evolving world.

## **Adult and Continuing Education**

**Richard Wallace, Director of Adult and Continuing Education**

### **Adult Education**

- Registrations for January orientation include:
  - Morning General Education Development (GED): 21 students.
  - Pioneer Career Center (PCC) GED: 6 students.
  - Morning English Language Acquisition (ELA): 48 students.
  - Evening ELA: 50 students, with 15 on the waitlist.
- In November, the Adult Education program administered 34 GED tests, with two students successfully earning their GEDs.
- The Test of Adult Basic Education (TABE) post-tests will be administered during the week of December 16, providing updated Measurable Skills Gain (MSG) data.
- A student in the Level 4 ELA class successfully passed their citizenship test.
- The department has hired two part-time evening GED instructors and is finalizing the hiring process for two GED instructor positions at the Lansing Correctional Facility (LCF).
- Staff members Mike Reynold and Stephanie Prichard completed certification as Pearson VUE Test Administrators.
- Efforts continue in the Request for Proposal (RFP) for the Kansas Workforce Innovation and Opportunity Act (WIOA) II Adult Education and Family Literacy Act (AEFLA) Grant. This multi-year grant, spanning July 1, 2025, to June 30, 2030, will support GED and ELA programs. The application is due by January 31, 2025.

### **Continuing Education**

- Community Education Course Enrollments for November:
  - Motorcycle Beginning Riders Course (BRC) 2-Wheel: 3 students.
  - Ed2Go (online courses): 6 students.
- Youth Ambassadors Program:
  - This initiative, held in the Community Education Building (CEB) on Saturdays, concluded its sessions for the year in November. Sessions will resume in January.
  - The program empowers underserved teenage youth through life skills training, job skills development, creative expression, and mentorship, fostering future community leaders.

- Assistant Director of Continued Education, Andrea Kolkmeier, in collaboration with the Kansas City Kansas Community College (KCKCC) marketing department, is designing the 2025 Adult and Continuing Education schedule/catalog, available in both print and online formats.

## **High School Partnership**

### **Julius Brownlee, Assistant Director of High School Partnership**

#### **By the Numbers: High School Dual Enrollment Metrics – Spring 2025**

##### **Enrollment Data:**

- Total High School Students: 319.
- Total High School Credit Hours: 2,567.
- Percentage of Total Students: 19.12%.
- Percentage of Total Credit Hours: 14.83%.

##### **Analysis:**

- High school students represent 19.12% of the total student population for Spring 2025.
- They account for 14.83% of the total credit hours enrolled during the term.

##### **Impact:**

These figures emphasize the significant role of dual enrollment programs in driving institutional enrollment and providing early college access for high school students.

##### **Next Steps:**

- Continue processing enrollment forms to finalize registrations.
- Maintain efforts to promote dual enrollment and streamline registration processes to sustain and increase participation.

## **International Education Week: Advancing Global Educational Initiatives**

During International Education Week, the High School Partnership program actively participated in events that promoted global education. These included the Kansas City Kansas Community College (KCKCC) Development Meeting, which featured Hilltop Global Group, a consultancy specializing in experiential learning and study abroad opportunities in African destinations.

### **Exploring the Benefits of Global Dual Credit Programs**

- For KCKCC:
  - Increases enrollment and revenue through international engagement.
  - Enhances the institution's reputation as a leader in global education.
  - Builds international partnerships, enriching and diversifying the student body.
- For the Global Community:

- Expands access to affordable, high-quality U.S. education.
- Promotes cross-cultural understanding and workforce readiness.

Next Steps:

- Collaborate with Hilltop Global Group and KCKCC leadership to explore pathways for global dual credit initiatives.
- Develop a proposal outlining strategic benefits for both KCKCC and the global community.

These efforts demonstrate strategic opportunities to enhance KCKCC's impact locally and globally, highlighting the success of its dual enrollment outreach.



**International and Immigrant Student Services & Global Programming**  
**Dr. Candice M. Scott, Assistant Director of International and Immigrant Student Services**

**Program Updates**

- Nineteen students visited the International Office in November for student advising.

**Strategic Activities**

- On November 12, Victor Ammons, Associate Professor of Social and Behavioral Sciences and Public Services, and Dr. Candice Scott met with African students to discuss challenges and solutions for improving their academic experiences and addressing feelings of isolation. The discussion provided students with a sense of hope and empowerment.
- International Education Week (November 18–22, 2024):
  - Monday: The Opening Ceremony featured Head Consul Soileh Padilla-Mayer of Mexico, who spoke on the importance of international education and binational partnerships in preparing students for success in a competitive global landscape. Seventy-five individuals attended.



- Tuesday: A thematic forum with Kansas State University was held at the KCKCC Technical Education Center, bringing together industry partners and colleges to discuss global workforce development and preparing learners for global competence. Sixty-five participants attended.



- Wednesday: Student games were hosted, with 15 participants attending.



- 
- A group of approximately 15 people are posing for a photo in an art gallery. In the foreground, a woman sits on the floor wearing a large, voluminous red gown. Behind her, a group of people stands in a line, dressed in various costumes. From left to right, the costumes include a light-colored sailor suit, a white dress with a red flower in the hair and a blue fan, a yellow tunic, a blue sari, a pink sari, a yellow jacket, a red sari, a green sari, a white t-shirt with a patterned skirt, and a yellow dress. The background features several large abstract paintings on the wall. The room has a white ceiling with track lighting and a grey armchair on the right side.

- 
- A photograph of three young men performing on a stage. The man on the left wears a yellow and black long-sleeved shirt with a colorful pattern and a blue baseball cap. The man in the center wears a red jacket over a black t-shirt and black pants. The man on the right wears a red t-shirt with a graphic and a red baseball cap. They are all holding microphones. The stage is decorated with a black backdrop. The room has a wooden floor and a drop ceiling with fluorescent lights.

## Presentations

- Dr. Candice Scott co-presented with Dr. Fabiola Riobé and Mr. Rich Piper at the thematic forum held at the KCKCC Technical Education Center on November 19, 2024. The presentation was titled *KCKCC and Establishing Global Competency with the Community College Framework*.

## Committee Involvement

KCKCC's Global Team holds leadership and participatory roles in various committees, including:

- Association of International Educators.
- Kansas State Representative, Region II.
- Kansas International Educators: Chair.
- Study Kansas: Board member.
- Fulbright: Liaison.
- KCKCC Scholarship Reviewer.
- KCKCC Professional Development Committee: Member.
- KCKCC New American Open House Committee: Member.
- KCKCC International Education Committee: Member.
- KCKCC Education Abroad Committee: Member.

This report reflects the department's ongoing efforts to foster global engagement, support international students, and enhance KCKCC's commitment to education and workforce readiness on a global scale.

## Online Education Services

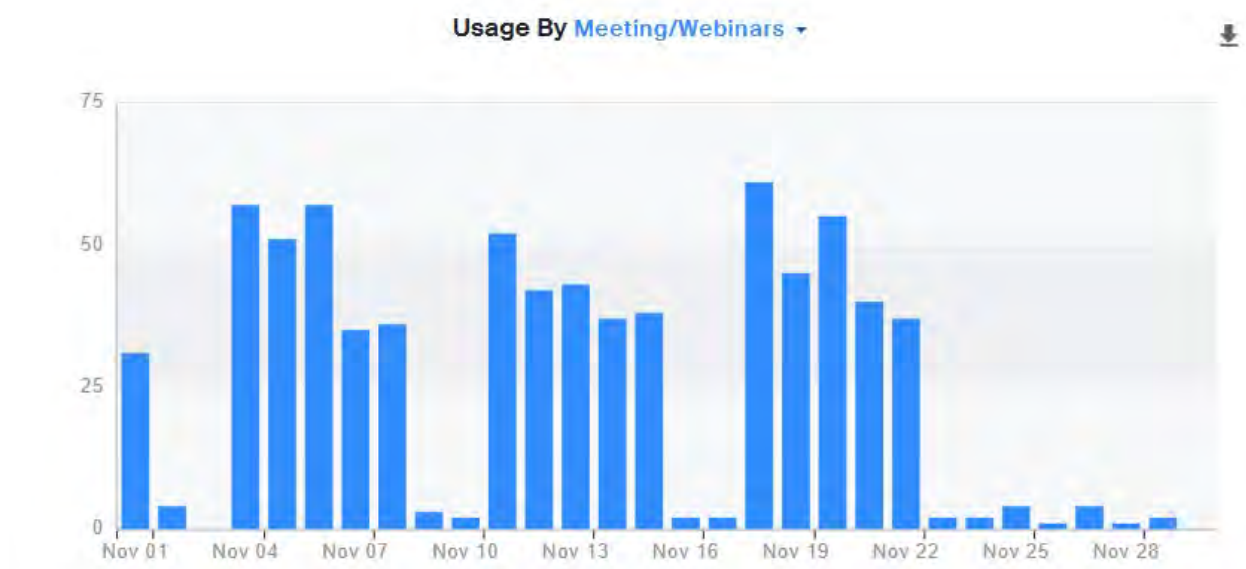
### Susan Stuart, Director of Online Education Services

Online Education Services (OES) continues to collaborate with faculty throughout Fall 2024, implementing new features to enhance teaching and learning. Courses for Spring 2025 have been loaded into the Learning Management System (LMS), and faculty have started preparing their course materials.

#### Key Highlights

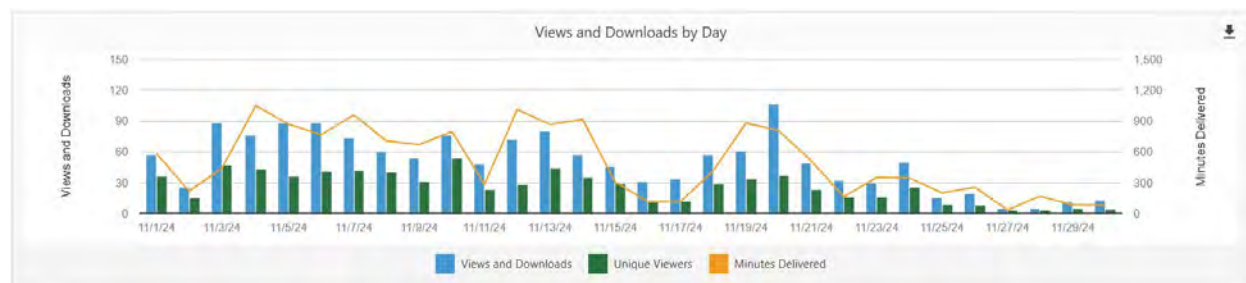
##### 1. Zoom Utilization:

- OES supported 746 Zoom meetings from November 1 to November 30, 2024, involving 4,462 participants and totaling 217,890 combined minutes.
- Efforts are ongoing to assist users in updating unsupported Zoom versions.



##### 2. Panopto Class Capture Software:

- Panopto usage remains high, with 1,509 views and downloads recorded in November.
- A total of 14,967 minutes of content was accessed by 349 unique users.



3. System Integrations and Upgrades:

- OES is working with Blackboard's parent company, Anthology, to integrate additional tools, including the Genius learning management portal for Adult and Continuing Education (ACE).
- The Illuminate learning analytics tool, which integrates data from Blackboard and Ellucian, is under development and expected to be fully operational by the end of Spring 2025.
- This integration aims to provide actionable data for Institutional Effectiveness and improved insights for advisors through the Customer Relationship Management (CRM), Advise.
- Genius will also support the High School Partnership by streamlining enrollment processes for high school students, with a planned rollout in Fall 2025.

4. Assessment Tools:

- The Enhanced Assessment Capabilities (EAC) assessment system, integrated with Blackboard, is being utilized for course-level assessment surveys. Faculty began employing this tool at the end of the Fall 2024 term.

5. Collaborative Online International Learning (COIL):

- OES continues to support the International and Immigrant Student Services (IISS) in facilitating COIL programs through SUNY-COIL. Faculty are being recruited to participate in training and collaboration with international partners.

6. Artificial Intelligence Tools:

- Blackboard's AI-driven features are being explored for use in Spring 2025 courses. OES staff are training to implement these tools effectively with faculty.

7. Support Services:

- In November, OES resolved 138 logged tickets and email support requests, primarily addressing issues related to assessments and third-party integrations.

8. Innovative Projects:

- Colin Immesoete, Online Course Development Coordinator, in collaboration with Professor Suzie Tousey, is developing 360-degree crime scene videos to enhance course interactivity and realism.

Wildly Important Goal (WIG)

OES is actively contributing to the department's WIG by creating a personalized and efficient enrollment process for high school students using Genius. This initiative reflects OES's commitment to enhancing student success and institutional efficiency.



Figure 1: Mock Up of High School Partnership enrollment page using Genius CE

**Workforce Innovation**  
**Richard Piper, Director of Workforce Innovation**

#### **Advanced Manufacturing Tours and Outreach:**

- In collaboration with Monica Brede of the Wyandotte Economic Development Council, David Stein of Kansas Manufacturing Solutions, and Kansas Workforce Partnership, 27 students from Sumner High School and 22 students from Ward High School toured the Advanced Manufacturing Education Training (AET)/Federation for Advanced Manufacturing Education (FAME) program. The tours provided students with insights into careers in advanced manufacturing, resulting in 24 FAME interest cards being completed.

#### **Kansas City Kansas Public Schools (KCKPS) Engagement:**

- Career and Technical Education (CTE) teachers and staff from Kansas City Kansas Public Schools participated in an orientation on the AET/FAME program and toured the lab facilities. Follow-up activities will include on-site AET/FAME presentations at KCKPS high schools. Teachers and staff were encouraged to invite their students to the upcoming KC FAME Chapter open house scheduled for February 27, from 5:00 PM to 7:00 PM.

#### **Olathe High School Career Fair:**

- Partnering with the Olathe Chamber of Commerce, the AET/FAME program participated in the Olathe High School Career Fair. Forty-two FAME interest cards were completed. A second-year AET/FAME student, Ronnie, assisted in sharing program information with Olathe Public School students.

**Industrial Maintenance Technician (IMT) Program:**

- The tenth cohort of the Industrial Maintenance Technician program is nearing completion this semester in partnership with the Kansas Department of Commerce. Stryten Energy sponsored two trainees for the Fall 2024 IMT training. Upon completion of the program, these trainees will receive a \$3-per-hour wage increase, equating to an additional \$6,250 annually, excluding overtime. The program consists of a 14-week course, with classes held Monday through Thursday from 5:00 PM to 9:00 PM.







## **Marketing and Institutional Image Division**

Kris Green, Vice President of Marketing & Institutional Image

December 17, 2024

### **Summary**

This month the Marketing and Institutional Image (MII) Division work aligned with the Student Success, Employee Engagement, and Community Engagement priorities in the strategic plan.

### **Student Success**

The Vice President of Marketing and Institutional Image (VPMII) has worked with the Enrollment Management and Student Affairs Division to complete the new Commit portal experience with Archer Education. This experience went live this month and provides students with an enhanced experience to help them move through the college's enrollment process. The VPMII continues to support the enrollment process by providing leads to Admissions through MII's digital and local media strategies.

### **Employee Engagement**

In consultation with an employee task force and based on recent satisfaction studies, the VPMII has drafted an employee communication plan. This plan will be shared with the administration and others before being implemented.

### **Community Engagement**

The MII Division has sent out the annual community engagement survey to employees. The president's office has also sent a reminder. The survey will be completed, and the results compiled by the end of January 2025.

A new four-page booklet showcasing the Kansas City Kansas Community Education, Health and Wellness Center is complete and available for board members, partners and KCKCC staff to share with the community.

MII has completed the research and planning phase of the new website redesign. A significant component of the website redesign is creating an academic program page with the same base information for each program. The content for the pages has been driven by information students requested during the research phase. In December, the concepts were presented to the President's Cabinet and Student Senate. Additional presentations will occur in January.

## Enrollment Marketing

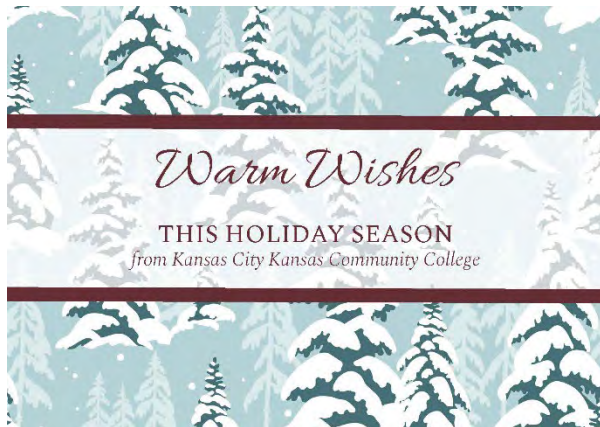
MII launched the Spring 2025 Enrollment campaign on November 1. This campaign consists of postcards, on-campus advertising, digital advertisements, radio advertising and the sponsorship of the NaviDando program offered by Telemundo.

The VPMII and the Enrollment Management and Student Affairs team have worked to launch the Commit portal experience from Archer Education. This included an extensive review, editing and then the launch of the new site. Admitted students will receive an email encouraging them to participate through the web portal.

## Graphic Design

Graphic Design completed items for spring enrollment, M-PACT Vocal Festival, Candle Lighting and Theatre. Holiday greetings for the president and Foundation were also designed. MII is currently conducting interviews to replace the graphic designer position.

### President's Holiday Card



### Candle Lighting



## Two One Acts Theatre Promotion



## Digital Design and Photography

Classroom and environment photos continued to be updated. Athletics game day photos continued. Photos were taken for the Athletics Hall of Fame, First Gen Day, International Education Week, and the President's Leadership Circle Breakfast.

### International Education Week Fashion Show



### First Gen Day

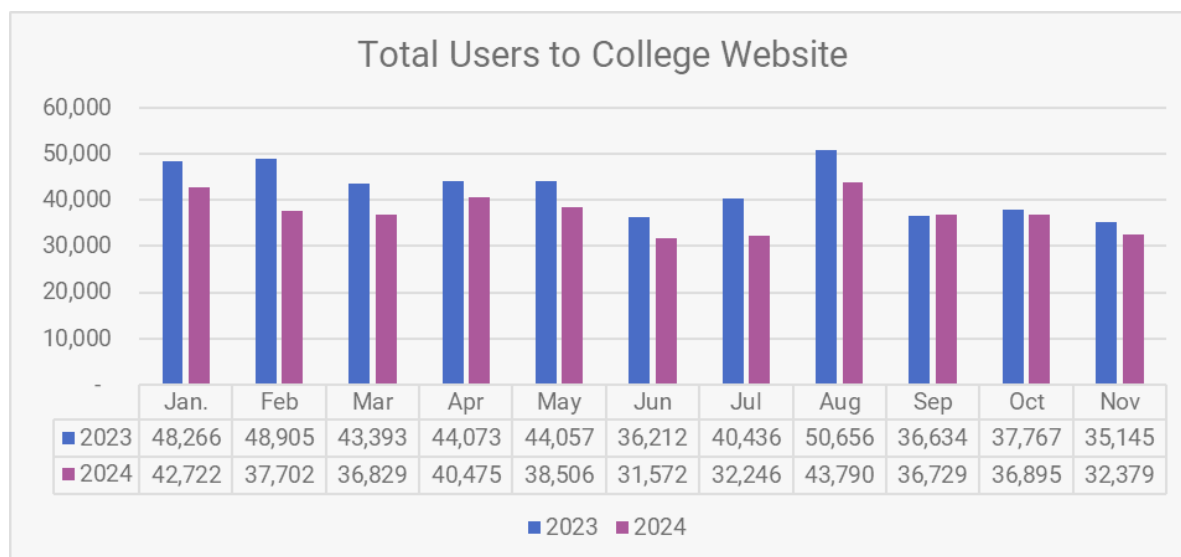


## Candle Lighting



## Web Services

Web Services published information and graphics for the spring 2025 enrollment, Candle Lighting Ceremony and M-PACT Vocal Festival. The department continued work on the new college website, focusing on developing the new design based on feedback presented by Yoodle earlier this semester.



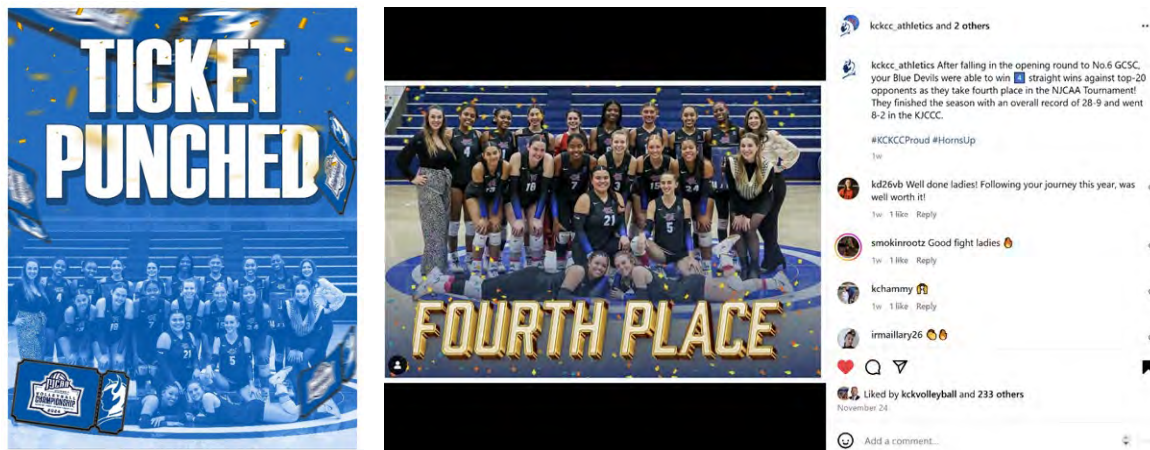
Top four most visited web pages this month.

- Degrees and Certificates
- 2024-2025 Academic Calendar
- Steps to Enrollment
- Class Schedule

## Social Media

Likes/followers continued to increase on both the college's main Facebook and Instagram accounts.

- Facebook gained 77 combined likes and followers while Instagram has 2,306 followers..
- The college ran two paid posts in November, both for spring 2025 enrollment. Aside from the boosted posts, the most successful in terms of reach last month were posts about the women's soccer team and volleyball team in their respective national tournaments.
- Reach on the KCKCC Athletics accounts also saw an increase. On Facebook, there was an increase from 17,200 in October to 24,800 in November. The largest increase was seen on Instagram, however, which had a reach of 72,600 in November (up from 42,000 in October). This increase is likely due to the coverage of the postseason play of women's soccer and volleyball.



KCKCC had two teams play in the National Junior College Athletic Association (NJCAA) postseason tournaments. The volleyball team finished fourth overall and women's soccer fell in pool play. The post shared from athletics to the college's main Instagram account about the volleyball team's fourth place finish was one of the more successful posts this month in terms of reach (6,600).

## Support Services

**Media Services** live-streamed athletic events, campus events and meetings. Wayfinding and digital advertising via the televisions around campus continued to be updated and maintained weekly.

The November Board of Trustees meeting had 37 views with an average time watched of 31 minutes and 24 seconds.

Analytics from athletic events include men's and women's basketball, men's and women's soccer playoffs, women's volleyball playoffs, and teams outside of the Kansas Jayhawk Community College Conference that participated in the Hall of Fame Classic basketball tournament. The total count for all broadcasts for November was a combined total of 10,593. Viewers watched a combined time of 1,903.07 hours of various live and/or on-demand athletic events.

**Print Shop** completed production on several marketing pieces, including a Global Force Development Networking flyer, a spring enrollment poster, a Candle Lighting program, and multiple pieces for the President's Leadership Circle Breakfast.

**Events and Scheduling** hosted 45 external events and waived \$13,914.68 in fees. Notable events included the 2024 Elections and the Kansas City Indigenous Art Market, both held at KCKCC TEC.

## 2026 Fall Semester

August						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 5 - 7 Faculty available  
 Aug 10 - 14 Welcome Week (Faculty on Campus)  
 Aug 16 Last day for regular enrollment  
 Aug 17 Classes begin Fall and Fall 1(A)  
 Aug 17 - 23 Late Enrollment  
 Aug 31 Fall and Fall1(A) Auditor's Roster due

September						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Sep 7 Labor Day (College closed)  
 Sep 14 Fall 1(1) Midterm grades due  
 Sept 24 Last day to withdraw from Fall 1(A) classes

October						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



Oct 8 Final Exams for Fall 1(A) Tues/Thurs classes  
 Oct 9 Final Exams for Fall 1(A) Mon/Wed/Fri classes  
 Oct 9 Fall 1(A) ends  
 Oct 12 Fall 1(A) grades due  
 Oct 12 Fall Midterm grades due  
 Oct 12 Fall 2(B) classes begin  
 Oct 12 Late Enrollment Fall 2(B)  
 Oct 19 Fall 2(B) Auditor's Roster due

November						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Nov 1 Enrollment for Spring 2027 begins  
 Nov 9 Fall 2(B) Midterm grades due  
 Nov 17 Last day to withdraw from Fall classes  
 Nov 23 - 29 Thanksgiving Holiday (College closed)  
 Nov 30 Last day to withdraw from Fall 2(B) classes

December						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Dec 2 KCKCC Candle Lighting Ceremony - 11:00 am - 12:15 pm  
 Dec 7 Last day of classes  
 Dec 8 - 14 Finals Week  
 Dec 14 Fall Semester Ends  
 Dec 16 Grades due by 11:59 pm  
 Dec 18 Winter break begins - College closed @ 2PM

 Denotes 182-day Professional Employee Contract Day  
 Denotes days College is closed

## 2027 Spring Semester

January						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Jan 4 All staff report  
 Jan 7 - 8 Faculty available  
 Jan 11 - 15 Welcome Week (Faculty on campus)  
 Jan 18 Martin Luther King Day - College closed  
 Jan 18 Last day for regular enrollment  
 Jan 19 Classes begin Spring and Spring 1(A)  
 Jan 19 - 25 Late enrollment

February						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Feb 2 Spring and Spring 1(A) Auditor's Roster due  
 Feb 15 Spring 1(A) Midterm grades due  
 Feb 15 President's Day - Classes in session  
 Feb 25 Last day to withdraw from Spring 1(A) classes

March						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			




Mar 11 Final exams for Spring 1(A) Tues/Thurs classes  
 Mar 12 Final exams for Spring 1(A) Mon/Wed/Fri classes  
 Mar 12 Spring 1(A) ends  
 Mar 14 Spring 1(A) grades due  
 Mar 14 Spring Midterm grades due  
 Mar 15 - 21 Spring Break - No classes - Offices open Mar 15 - 18  
 Mar 19 College closed  
 Mar 22 Spring 2(B) classes begin  
 Mar 22 Late enrollment Spring 2(B)

April						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Apr 1 Enrollment for Summer and Fall 2027 begins  
 Apr 5 Spring 2(B) Auditor's Roster due  
 Apr 19 Spring 2(B) Midterm grades due  
 Apr 20 Last day to withdraw from Spring classes  
 Apr 27 Last day to withdraw from Spring 2(B) classes

May						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 10 Last day of classes  
 May 11 - 17 Finals Week  
 May 17 Spring Semester Ends  
 May 19 Grades due by 11:59 pm  
 May 20 Graduation  
 May 31 Memorial Day - College closed

 Denotes 182-day Professional Employee Contract Day  
 Denotes days College is closed  
 Denotes Spring Break - College open, no classes


## 2027 Summer Semester

June						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Jun 6 Last day to enroll  
 Jun 7 Classes begin  
 Jun 7 - 8 Late enrollment  
 Jun 14 Auditor's Roster due  
 Jun 18 Juneteenth Holiday observed  
     Office open and classes in session  
 Jun 28 Midterm grades due

July						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jul 5 Independence Day Holiday Observed  
     College closed  
 Jul 8 Last day to withdraw from summer  
 Jul 21 Last day of classes  
 Jul 22 Finals  
 Jul 22 Summer semester ends  
 Jul 26 Grades due by 11:59 pm

 Denotes days College is closed

**December 2024 Board Report  
KCKCC Academic Affairs  
Revised Program Submissions**

## **Career & Technical Education – Donald Smith, Dean**

### **Automation Engineer Technology – Certificate A – 16 credit hours**

#### **Program Rationale**

The proposed Certificate A in Automation Engineer Technology addresses the pressing need for a short-term, semester-long program that equips students with the skills to immediately support the workforce demands of advanced manufacturing companies setting up production facilities in Kansas. The inspiration for this certificate stems from discussions surrounding a Department of Labor (DOL) grant awarded to the American Association of Community Colleges (AACC), with Kansas City Kansas Community College (KCKCC) serving as a subrecipient in support of the Apprenticeship Building America Initiative.

As an educational partner for Panasonic Energy Corporation of North America (PECNA), we've carefully designed the curriculum to align with the training requirements for PECNA's Skilled Machine Technician (SMT) role, which oversees production operations. The 16-credit-hour certificate ensures students gain the exact skills needed for this technician position. The SMT training will be a formal Registered Apprenticeship Program approved through the Kansas Office of Registered Apprenticeship. Furthermore, the proposed Certificate A fulfills the 144 hours of related technical instruction mandated for the one-year Registered Apprenticeship Program. KCKCC anticipates enrolling 200 apprentices between the academic years 2024-2025 and 2025-2026, as specified in the AACC grant.

#### **Demand for the Program**

According to the Kansas Department of Labor, the long-term annual average growth between 2022 and 2032 is 0.19%. The 2022 estimated employment is 721. The 2032 projected employment is 735. The occupation is expected to grow 2 percent from 2020 to 2030. The annual transfers reported for the occupation are 33, with 37 annual exits. The estimated annual median wage is \$66,370. The occupation usually requires at least an associate's degree. However, according to the Kansas Department of Labor statistics 8.94% of job openings require a high school diploma or equivalent.

The most recent Perkins Comprehensive Local Needs Assessment indicates 254 openings related to industry machinery, mechanics, and automation engineer technology. KCKCC is currently in a formal partnership with the AACC, which is related to a Federal Department of Labor Grant focusing on electrical vehicle manufacturing. KCKCC's role as a subrecipient is to develop a one-year registered apprenticeship program.

**December 2024 Board Report  
KCKCC Academic Affairs  
Revised Program Submissions**

**Program Information**

**Catalog Description**

This program will teach students to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing, installing, calibrating, modifying, and maintaining automated systems. Includes instruction in computer systems; electronics and instrumentation; programmable logic controllers (PLC's); electric, hydraulic, and pneumatic control systems; actuator and sensor systems; process control; robotics; applications to specific industrial tasks; and report preparation.

**Program Learning Outcomes**

1. The student will be able to assess hazards, mitigate risk, and develop procedures and protocol to create a safe working environment.
2. Student will be able to collaborate with team members in developing a plan to maximize efficiency in a production facility.
3. The student will be able to evaluate implicit tasks and identify necessary resources to install and maintain industrial equipment.
4. Student will be able to troubleshoot and repair industrial equipment in the high stress environment of modern manufacturing.

**Course Descriptions**

*AMFT 0100 Safety OSHA 10*

*2 Credit Hours*

Through a variety of classroom and/or lab learning and assessment activities, students in this course will: explain job/site safety and precautions for job/site hazards; determine the uses of personal protective equipment (PPE); identify the safety equipment and procedures related to safe work practices and environment; identify fire prevention and protection techniques; and explore Hazardous Communications (HazCom) including Material Safety Data Sheets (MSDS).

*AMFT 0101 AC/DC Circuits*

*4 Credit Hours*

AC/DC circuits addresses the basics of direct and alternating current circuits.

*AMFT 0112 Industrial Fluid Power*

*3 Credit Hours*

The course examines theory, applications and operation of industrial hydraulic and pneumatic systems. The inspection, maintenance, and repair of the various components are covered in this course. Interpretation of the various schematic symbols used in hydraulic and pneumatic circuit diagrams will be discussed.

**December 2024 Board Report  
KCKCC Academic Affairs  
Revised Program Submissions**

*AMFT 0121 Programmable Logic Controllers*

*3 Credit Hours*

This course examines types, installation, and troubleshooting of programmable logic controllers (PLC). Hardware and programming aspects, as well as ladder logic symbols and operations necessary to develop a PLC program are covered in this course. (KBOR aligned)

*AMFT 0150 Electric Motor Controls*

*3 Credit Hours*

This class examines the principles and theory of AC and DC electrical motors as well as electrical controls circuitry. Utilizing wiring principles and wiring from Schematic Diagrams to controls operational specification will be covered in this course. Wiring electrical components for control such as switches, relays, contactors, motor starters, and variable frequency drives will be utilized to create and troubleshoot Motor Control systems. This class will cover controls components and wiring to disable, enable Motor Control as well as changing speed on variable frequency drives. The students will create useful schematic from specification and test in lab for correct operation.

*BLUE 0101 Bettering Life Utilizing Education*

*1 Credit Hour*

BLUE (Bettering Life Utilizing Education) 0101 will include topics designed to acquaint the student with KCKCC resources and the campus community, classroom expectations, goal-setting, time management, and other experiences incidental to a successful adjustment to college life. Also covered are study skills, note-taking, and stress management. BLUE 0101 Freshman Seminar is a required course for all freshmen except those who meet one of the six (6) exemptions listed in the KCKCC catalog.