



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, January 21, 2025 – 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, January 21, 2025 – 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. Board Elections for 2025 Calendar Year:
 - Board Chairperson
 - Board Vice Chairperson
5. Board Assignments for 2025 Calendar Year:

<ul style="list-style-type: none">▪ Board Secretary▪ Board Treasurer▪ Representing Law Firm	<ul style="list-style-type: none">▪ Freedom of Information Officer▪ Official College Newspaper
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(Note: Committee Assignments in February.)
6. Approval of Agenda
7. Audience to Patrons and Petitioners (3-minute limit)
8. Recognitions/Presentations:
 - "The Birth of Sumner High School." Presented by Dr. Aaron Margolis, Humanities Professor, and Ms. Shai Perry, Art Gallery Coordinator.
 - KCKCC Foundation Bi-Annual Update. Presented by Ms. Mary Spangler, Executive Director of Foundation, and Mr. Erik Dickinson, Vice Chair of Foundation.

9. **Communications:**

- 2025 Annual Calendar of Presentations to the Board of Trustees. Presented by Dr. Greg Mosier, President.
- Informational: KCKCC Board of Trustees Meeting Minutes of the November 19, 2024 Meeting - AMENDED. Presented by Newly Elected Board Chairperson.

10. **Board Committee Reports**

11. **Consent Agenda:**

- (Item A) - Approval of Minutes of the December 17, 2024 Meeting
- (Item B) - Approval of Recommendations for Payment
- (Item C) - Approval of Ratification Items
- (Item D) - Approval of Personnel Items (H.R.)

12. **Student Senate Report** – Mr. Joseph Sanchez, Student Senate President

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

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

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

16. **Vice President Student Affairs and Enrollment Management Report** – Dr. Tom Corti (Interim)

17. **Vice President Finance and Operations Report** – Dr. Patrick Schulte

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

19. **Vice President Marketing and Institutional Image Report** – Ms. Kris Green

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

21. **New Business:**

- Signature of KCKCC Board of Trustees Ethical Conduct Policy. Presented by Newly Elected Board Chairperson.
- Signature of KCKCC Board of Trustees Confidentiality and Non-Disclosure Obligations of Trustees Policy. Presented by Newly Elected Board Chairperson.
- KCKCC AY 2025 Kansas Board of Regents (KBOR) Performance Agreement. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
- Proposed KCKCC FY 2025-2026 Annual Budget Calendar. Presented by Dr. Patrick Schulte, Vice President of Finance and Operations.

22. **Adjournment**

**Next Meeting of the Board of Trustees:
Tuesday, February 18, 2025 - 5:00 p.m.
Hybrid Meeting (KCKCC–Main Campus Upper Jewell Lounge & Zoom Virtual Meeting Room)**

DRAFT - Board Presentations Calendar - 2025													
Month	President	EVP	VPAA	VPSAEM	VPFO	VPEIGP	VPMII	CHRO	CIO	Foundation Dir.	Inst. Eff. Director	Board	Special Board Topics
January	Exchange Letters for Master Contract Negotiations (January 31)		Approval of Kansas Board of Regents Performance Agreement (AY 2025)		Approval of Proposed Annual Budget Calendar (FY 2025-2026)					KCKCC Foundation Biannual Update		Approval of Board Officer Elections, Legal Representation and College Newspaper	Discussion of Board and College Committees, and Delegate Assignments
	Board Presentations Annual Calendar											Signature of Ethical Conduct Policy	Plan Board Biannual Retreat (Quarter 1)
												Signature of Confidentiality and Non-Disclosure Obligations Policy	Newly Elected Trustee(s) Term Begins Second Monday (Even Years)
												Welcome & Introduction of New Trustee(s) (Even Years)	
February	Approval of Tuition, General Fees and Student Housing Fees (With VPFO)	Approval of Strategic Plan Biannual Report	Approval of Special Course Fees (High School and Non-High School)		Approval of Tuition, General Fees and Student Housing Fees (With President)							Approval of Board and College Committees, and Delegate Assignments	Discussion of President's Evaluation and Contract
			Academic Affairs Biannual Program Highlight (Faculty or Coordinator)		Approval of Budget Mid-Year Adjustment (As Needed)			Applicant and Hires Data Biannual Update (Ethnicity, Race & Gender)				Association of Community College Trustees (ACCT) National Legislative Summit Conference Report	Board Biannual Retreat (Quarter 1)
													Establish Board Committees' Annual Meeting Schedules
March				Student Affairs Division Annual Update				Center for Equity, Inclusion and Multicultural Engagement Annual Update					Finalize President's Contract with Compensation

DRAFT - Board Presentations Calendar - 2025													
Month	President	EVP	VPAA	VPSAEM	VPFO	VPEIGP	VPMII	CHRO	CIO	Foundation Dir.	Inst. Eff. Director	Board	Special Board Topics
April	Next Fiscal Year Budget Considerations					Educational Innovation and Global Programming Annual Update						Kansas Association of Community Colleges (KACC) Meeting & Phi Theta Kappa (PTK) Honors Banquet Report	Discussion of Attendance for the ACCT Leadership Congress (October)
	Introductory Discussion of Possible-Intent to Non-Renew Professional Employees (Final Notice Due Third Friday of May)												
May	Intent to Non-Renew Professional Employees (Final Notice Due Third Friday of May)	Approval of Strategic Plan (Every Three Years) (Plan: 2024-2027)		Strategic Enrollment Management Plan Annual Update	Approval of Engagement of Auditor to Audit All Accounts							Board & College Senate Annual Luncheon	Commencement Ceremony
												Board Meeting Schedule Draft Review	
June					Board Budget Annual Workshop (Held as June Board Finance Committee Meeting)					KCKCC Foundation Biannual Update		Board Budget Annual Workshop (Held as June Board Finance Committee Meeting)	Board Self-Evaluation Begins
					Discussion of Mill Levy Rate & Revenue Neutral Rate (FY 2025-2026)							Approval of Board Meeting Schedule	
					Presentation of Draft Budget including Capital Projects (FY 2025-2026)							Kansas Association of Community Colleges (KACC) Meeting Report	
					Approval of Preapproved Contracts List								

DRAFT - Board Presentations Calendar - 2025													
Month	President	EVP	VPAA	VPSAEM	VPFO	VPEIGP	VPMII	CHRO	CIO	Foundation Dir.	Inst. Eff. Director	Board	Special Board Topics
July			Academic Master Plan Annual Update		Approval of "Notice of Public Hearings" on (1) Mill Levy Rate for FY 2025-2026 & Revenue Neutral Rate and (2) FY 2025-2026 Budget		KCKCC Annual Report	Applicant and Hires Data Biannual Update (Ethnicity, Race & Gender)	Information Technology Master Plan Annual Update (Plan: 2024-2027)				Plan Board Biannual Retreat (Quarter 3)
					Approval of Designation of Official Depositories								Board Handbook Review for Updates
August		Approval of Strategic Plan Biannual Report	Academic Program Review Annual Report		Public Hearings (As Noted in July)								Board Biannual Retreat (Quarter 3)
					Approval of Resolution to Set Mill Levy Rate for FY 2025-2026								Board Handbook Review Draft
					Approval of Resolution to Adopt FY 2025-2026 Budget								Board Goals Annual Review
September			Approval of Master Contract FY 2026				Marketing Plan Annual Update (Plan: 2024-2027)	Ruffalo Noel Levitz College Employee Satisfaction Survey (CESS) (Every Odd Year)			Office of Institutional Effectiveness Annual Update	Approval of Board Handbook	
												Approval of Board Goals	
												Kansas Association of Community Colleges (KACC) Meeting Report	
												Board & Student Senate Annual Meet & Greet (Breakfast or Luncheon)	

DRAFT - Board Presentations Calendar - 2025													
Month	President	EVP	VPAA	VPSAEM	VPFO	VPEIGP	VPMII	CHRO	CIO	Foundation Dir.	Inst. Eff. Director	Board	Special Board Topics
October	Announcement of Board Annual Food Drive		Assessment Annual Report	Equity in Athletics Disclosure Act Annual Update (Athletic Director)	Preliminary Audit and Financial Compliance Annual Reports			Approval of Employee Benefits Annual Update					Discussion of Attendance for the ACCT National Legislative Summit (February)
			Approval of SB155 Special Course Fees	Student Holds Annual Report	Security and Safety Annual Report (College Police)								
November	Board Annual Food Drive		Academic Affairs Biannual Program Highlight (Faculty or Coordinator)	Community College Survey of Student Engagement (CCSSE) and Community College Faculty Survey of Student Engagement (CCFSSE) (Every Odd Year)	Approval of Audit and Financial Compliance Annual Reports (College & Foundation)							Association of Community College Trustees (ACCT) Leadership Congress Conference Report	
	Announcement of Candle Lighting Annual Ceremony			Ruffalo Noel Levitz Student Satisfaction Inventory (SSI) (Every Even Year)								Board of Trustees Election (Odd Years)	
	Announcement of President's Annual Open House & Holiday Party												
December	Oath of Office Newly Elected & Re-elected Trustees (Odd Years)		Higher Learning Commission Annual Update (Accreditation Matters) (As Needed)										Evaluation Process for President Begins
			Approval of Academic Calendar (2027-2028)									Kansas Association of Community Colleges (KACC) Meeting Report	



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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 - AMENDED

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 Swearengin of Novak Birks, P.C. to present the 2024 Annual Audit and Financial Compliance Reports. Mr. Miller and Mr. Swearengin presented the following –
 - Mr. Swearengin 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. Swearengin 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. Swearengin 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 Birk's 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 14th 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.

Trustee Hoskins Sutton stated that an occasional oversight is different from a pattern of oversight at various events.

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 6th Street to 7th 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



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



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

KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

Tuesday, December 17, 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 5:01 p.m. at KCKCC- Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, December 17, 2024. The Pledge of Allegiance was led by Chair Isnard.
2. **KCKCC Mission Statement:** Chair Isnard read the college mission statement.
3. **Roll Call:** Trustees present were Chairman Brad Isnard, Vice Chair Evelyn Criswell, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton, Ms. Mary Ricketts and Dr. Brenda Scruggs Andrieu.
4. **Approval of Agenda:** Chair Isnard called for a motion to approve the agenda. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. The Motion Carried.
5. **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.
 - Mr. Adam Hadley (23531 W. 74th Street, Shawnee, Kansas, Johnson County), Faculty Senate President, made the following comments about the proposed 2026-2027 academic calendar.
 - This is a calendar that has added five days for faculty work. The Faculty Senate has rejected this proposal and have expressed many concerns about the addition of the five workdays, three days in August 2026 and two days in January 2027. Historically, faculty have had five “floating days” in recognition of the flexible nature of their work. Faculty are 365-day professional employees, but the academic calendar has 177 days scheduled and this new calendar wants to add five days.

- Faculty work during summers, winter break and spring break. Since 1971, the calendars had those five floating days in there, so this would be a marked change in approaching the scheduling of this academic calendar. The five floating days recognized that faculty are called up during all times to work on hiring committees, participate in training – such as this past summer for the rollout of the new online learning management software system in June that faculty had to work on their classes for the fall 2024 semester. The importance of those five floating days is to recognize that faculty are working at all hours, at all times in service to students, recruiting, in service to the college, on hiring committees and other committees. At the last Faculty Senate meeting, the proposal was brought forth and the Faculty Senate rejected that proposal of the five added days.

Trustee Scruggs Andrieu asked if the preference was to have the calendar as it was with the five floating days. Mr. Hadley answered that was correct - essentially what was done for at least the past 50 years to recognize the flexibility of faculty work and to have those five floating days where faculty perform service to students in the college when it's needed, not just simply to have faculty scheduled on those calendar days.

Trustee Hoskins Sutton questioned if those five days were being added so it would be an additional 10 days in total. Mr. Hadley answered that was correct and the faculty sees that as an addition to their workload. Mr. Hadley continued that the Faculty Senate also rejected the proposal in deference to the Interest-Based Bargaining (IBB) process [contract negotiations] - the administration's negotiation team had acknowledged that this topic should be taken to IBB. Mr. Hadley added that there was a suggestion that it be taken to the contract negotiation process and the administration's negotiating team and the faculty negotiating team both agreed that it should be taken for contract negotiations, not to Faculty Senate.

Trustee Hoskins Sutton commented she had never seen this happen before and thought that between academic affairs, the president's office and faculty that that academic calendar was set and everyone was pleased. She questioned if Mr. Hadley was stating that this time that faculty were not pleased with the calendar. Mr. Hadley confirmed that was correct.

Chair Isnard gave thanks for the information, made note to respect the procedures for community comment and cautioned the Board to not make it too interactive - to hear the views of the public in this portion of the agenda, but if the Board had questions, he thought it would be best to provide those to Dr. Greg Mosier, President, to continue to work through that negotiation process.

- Mr. John Hattok (17213 Jamison Road, Leavenworth, Kansas, Leavenworth County), Kansas National Education Association (KNEA) Vice President, made the following comments about the proposed 2026-2027 academic calendar.
 - Since 1971, faculty have always come back the Monday of Welcome Week and have never had three extra days in the fall and two extra days in the spring – the

- calendar has always started on that Monday.
 - Faculty consistently work on hiring committees, negotiations and other committees on summer breaks and fall breaks, which is time that faculty give to the college and faculty views those five floating days being discussed as those days. There are also weekend deadlines for faculty which means that faculty now work weekends. If this calendar is approved, faculty will be working more than 182 days. Two years ago this five floating days was brought up in negotiations by Vice President Pope and, at that point, Mr. Hattok thought those five days were going to be put in a negotiation process with the union and the administration to be brought to negotiations.
 - Mr. Hattok asked the Board to either send this calendar back to Faculty Senate and the calendar committee to be rehashed or to approve the calendar but leave those five days out and have those five days pushed to the negotiation process.
- Mr. Darren Elliott (15905 W. 153rd Street, Olathe, Kansas, Johnson County), Kansas National Education Association (KNEA) President, made the following comments about the proposed 2026-2027 academic calendar.
 - During his 23 years as a KCKCC faculty member, he has served as KNEA President, Faculty Senate President, College Senate President, and is proud of the work always done collaboratively with the administration. He noted that in those 23 years, he has never come before the Board publicly to express concern.
 - This calendar was rejected unanimously by the Faculty Senate, which represents 160 faculty, and it was rejected unanimously by the KNEA, which represents 100 union members. Faculty believes this is a direct attack of shared governance. Faculty also know that the Higher Learning Commission (HLC) had dinged the college before for shared governance, and ironically HLC will be at KCKCC in the fall of 2026, which is the days these calendars add to the faculty calendar.
 - Many faculty were not happy. Many faculty believe this possibly violates the Kansas statute which requires that hours and amounts of work be mandatorily negotiable; the faculty would request that this topic go to negotiations. Faculty committed to the interest-based bargaining (IBB) process a number of years ago, where both sides sit down with an issue and discuss what the issues and interests are to reach common ground. There are interests for both the faculty and the administration and there are interests for the students which should happen in that interest-based bargaining, it should not be sent to the Board without context asking the Board to vote and make the Board the proverbial bad guy in this situation. Mr. Elliott continued that there is a lot of context behind this that cannot simply be addressed in three minutes, this issue is ripe for interest-based bargaining negotiations and that is where it should go, otherwise, Mr. Elliott did not know how the faculty could continue to believe the IBB is part of a shared governance model that KCKCC seeks to uphold. The faculty thought this process has undermined shared governance, it undercuts the processes this college has long held, it devalues the work that faculty do, and it deteriorates confidence in

the relationship between the faculty and the administration over this issue.

- Mr. Elliott respectfully requested that the Board send this calendar, either in whole or in part, back to Faculty Senate or to the negotiations process where these five days can be dealt with and figure out what the best interests are for the students, faculty, staff and administration and resolve it in that form.

6. **Recognitions/Presentations:** Chair Isnard announced there were no Recognitions or Presentations scheduled.

7. **Communications:** Chair Isnard announced there were no Communications scheduled.

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

- On behalf of the **Board Finance Committee** (BFC), Vice Chair Criswell, Chair of the BFC, reported the BFC met on Tuesday, December 10. As usual, the college continues to manage the finances and resources quite well. Discussion during the meeting included making sure the college consistently provides clarification to citizens regarding the burn rate - that is important for people to understand. KCKCC's average burn rate is trending at about \$7.6 million and in November the college's burn rate was \$6.6 million. The college wants to make sure individuals understand what is being done with the money they have entrusted KCKCC with and the institution will continue to educate the public on what the burn rate is, and that the college is correctly, appropriately and effectively managing the way the resources are spent.
- For clarification regarding what goes into the downtown campus as it being classified as a "revenue," this does not mean the college took in additional funding. Part of the funding for the downtown campus is coming out of the reserves as it is like revenue is being taken in, but the project has not been built yet, which is clearly not the case.
- Summary information and reports were given by Dr. Patrick Schulte, Vice President of Finance and Operations, on the specifics of the finances.
- The college is consistently managing and consistently aligning to be able to educate the public about how well the college is managing.

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

Trustee Gilstrap seconded the motion. **The Motion Carried.**

- On behalf of the **Board Policy Committee** (BPC), Trustee Hoskins Sutton, Chair of the BPC, reported the BPC met and reviewed three policies for a first read. Depending on if the Senates have been able to review the policies will determine whether or not the BPC will bring policies to the Board for approval in January or February.
- Trustee Hoskins Sutton gave thanks to the committee and to Ms. Lorraine Mixon-Page, Chief Human Resources Officer. Trustee Hoskins Sutton mentioned that it seems like the policies are simple, but she enjoys the robust conversations about the policies as that is how the committee determines what they really want to do.

Chair Isnard asked if Trustee Hoskins Sutton was able to share the policy topics that were being considered. Trustee Hoskins Sutton shared that two were already policies that were being updated and that that information is not usually divulged until the policies are brought forward. She stated that if Chair Isnard wanted that information, she could bring it to the next meeting. Trustee Ricketts remembered that one policy was regarding time off for voting and one was regarding break times.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Trustee Scruggs Andrieu 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 Thursday, December 12. The BCEC will create a small pilot team of five community members that will help the committee test engagement strategies and processes before creating a larger community engagement team. The BCEC reviewed and confirmed which current public documents they want to share with the community members. These will be the same documents that the BCEC will share during the upcoming Board Retreat. The first set of emails will be sent this Friday to potential community members as part of the engagement process. The committee's virtual launch meeting is scheduled for January and the first in-person meeting with the community members is scheduled for February.
- The engagement plan for the committee will be quarterly with the pilot team of community members and continuing monthly with the internal Board team to review progress, address any challenges and ensure that the goals are aligned. The BCEC will continue to monitor and evaluate that pilot group and gather further feedback after the February meeting to share with the team.

Vice Chair Criswell asked for clarification on the plan of sharing the already-public documentation. Trustee Ricketts explained the documents that will be shared are the Centennial document, the annual report and the fast facts document so that all will have the same information.

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

- As the **Association of Community College Trustees (ACCT)** Delegate, Trustee Ash reported the Trustees are preparing for the ACCT Legislative Summit in February in Washington, D.C. The president's office has set appointments with the two Senators, is working on the appointment with newly elected Congressman Derek Schmidt and possible other appointments in D.C. Trustee Hoskins Sutton and Trustee Ash will travel a day early to attend their committee meetings. Arrangements are made for the Trustees that are attending. Not much is being done in Washington as it relates to affecting community colleges at this point, Trustee Ash thought it should start quickly

in January.

- Trustee Hoskins Sutton stated that according to last month's minutes in her report about the ACCT Leadership Congress trip in October and the Diversity, Equity and Inclusion (DEI) committee she serves on, she had mentioned she would report this month about an article she read. The website is Diversity Resources and the article title is "The Cost of Not Being Inclusive" by Shaimaa El Ghazali. Trustee Hoskins Sutton gave the following excerpts from the article:
 - In 2018, the Chief Executive Officer (CEO) of Papa John's made the company take a hard hit because of a racial slur he made with the consequences of that being that they lost millions of dollars and stores had to close.
 - In 2020, the CEO of CrossFit, made insensitive remarks about Black Lives Matter causing CrossFit to lose tons of partnerships in the United States, including Reebok and many others - this affected them worldwide.
 - Companies that prioritize inclusiveness see direct financial benefit, according to a research by McKinsey, with diverse teams, more creativity, better problem solving and an understanding of customer needs. An example is, Ben and Jerry's and how they have a loyal following and how they still do so well because they pay attention to inclusion.
 - The clear takeaway is that inclusion is not optional. The cost of not being inclusive can be measured in dollars, lost trust, and damaged reputation. It's about building a substantial business that can thrive in today's world.

Trustee Hoskins Sutton stated she could forward the article to interested Trustees. Trustee Hoskins Sutton thought that it does not matter whether it's a business in the business world or an educational institution, all have to be inclusive.

- As the **Kansas Association of Community Colleges (KACC)** Delegate, Trustee Ash reported that he forwarded to the Board a recap of the meeting from Parsons a couple of weeks ago that Heather Morgan, KACC Executive Director, put together. The information included the finalized legislative agenda for KACC for when the State House convenes in January and KACC's scheduled meetings for 2025.

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

9. **Consent Agenda:** Chair Isnard called for questions, comments or a motion to approve the Consent Agenda.

Trustee Hoskins Sutton noted that she had two comments on Item A - Approval of Minutes [of the November 19, 2024 Meeting], on page 14 of 118 in the overall meeting book or page 11 of 26 on the specific minutes.

Trustee Hoskins Sutton first addressed the way the minutes were written about Dr. Tami

Bartunek, former Chief Marketing Officer. Trustee Hoskins Sutton wanted to give a clarification that she knows Dr. Bartunek really well, she does fabulous things in the community and when they see each other, they talk. Trustee Hoskins Sutton stated that they have talked recently and Dr. Bartunek understands and knows that Trustee Hoskins Sutton was not saying that Dr. Bartunek had done anything wrong. Trustee Hoskins Sutton thought it should be clear and that it's imperative that because of the way the minutes were written that Trustee Hoskins Sutton make this statement that Dr. Bartunek knows, that Dr. Bartunek and Trustee Hoskins Sutton have talked and Dr. Bartunek knows that Trustee Hoskins Sutton was not saying that Dr. Bartunek had done anything wrong.

Trustee Hoskins Sutton next addressed that below that a statement she made was not included, so the conversation was not completed. Trustee Hoskins Sutton pointed out that above the words "Additional conversation ensued" it reads "Chair Isnard thought it was important to remember that things do not have to be something intentional, that some things are oversights and can happen." Trustee Hoskins Sutton affirmed the statement she made after that was not included and the correction is that she wants that to be included in the minutes. The statement that should be included should be "Trustee Hoskins Sutton said that a single oversight is very different from a pattern of oversight over several years."

Trustee Hoskins Sutton motioned to approve the minutes with that correction added that "Trustee Hoskins Sutton stated that simple oversight is very different from a pattern of oversight over several years."

Chair Isnard stated there was a motion on the floor and wondered if Trustee Hoskins Sutton may be willing to amend her motion that the video would be reviewed again to make sure the wording was correct before the Board approved the minutes with that edit. Trustee Hoskins Sutton agreed and noted that she may not have stated it exactly but knew that she had made that statement and remembered addressing Chair Isnard. Trustee Hoskins Sutton commented that her main concern was that with her statement being left out, the conversation was not completed and that as long as there is an understanding that her statement that was said immediately after Chair Isnard's statement is going to be added then she was okay, but her statement should not be left out because it was part of the conversation.

Dr. Scott Balog, Executive Vice President, added that the archive would be reviewed to ensure that the minutes accurately reflect the comments made by Trustee Hoskins Sutton.

Chair Isnard confirmed that Trustee Hoskins Sutton's motion was to approve the consent agenda with a review of that portion of those minutes to correct the statements. Trustee Hoskins Sutton agreed. Trustee Scruggs Andrieu seconded the motion. **The Motion Carried.**

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

- Student Senate is working on a safety walk around campus to see which items need

- to be fixed such as sidewalks and water fountains.
- Student Senate hosted a finals breakfast on December 9 which served over 250 students and staff.
- This Thursday from 9:00 a.m. to 1:00 p.m., Student Senate will host Winter Wonderland. There are 59 families registered.

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

11. **President's Report:** Chair Isnard called for the President's report. Dr. Scott Balog, Executive Vice President, on behalf of Dr. Greg Mosier presented the following –
- President Mosier sent his regrets for being unable to attend this meeting.
 - The year was full and productive with many projects in the works, such as the downtown project, new assessment processes being implemented, advanced emphasis on high school partnerships and international development, preliminary work on the Lansing site, implementing "The 4 Disciplines of Execution" (4DX) as the institution's new operational model and much more. Gave sincere thanks and gratitude to the countless people it took to make all this happen.
 - KCKCC's 100th Candle Lighting Ceremony was celebrated last week. This was a great event with amazing talent demonstrated by students, faculty and staff.
 - The holiday party was wonderful and it was terrific to see so many people attend, including members of the Board of Trustees and retirees.
 - Emphasized the terrific work everyone at KCKCC is doing to continue the level of excellence in multiple areas and even enhance what the college does and how it is done with 4DX.
 - Wished everyone a happy and safe holiday season, with the hope that all have the opportunity to spend time with friends and family. Dr. Mosier looked forward to seeing everyone again in 2025.

Trustee Hoskins Sutton gave kudos under this report since her comments are regarding the Foundation office which reports to the president's office. Trustee Hoskins Sutton noticed in the separations that Ms. Katie Lindgren, Foundation Coordinator II, is resigning. She stated that Ms. Lindgren would be missed and that her work with the scholarship within the Foundation has been amazing. As a Trustee, one of Trustee Hoskins Sutton's committee assignments is the Foundation and within that she serves on the scholarship committee and reviews many applications – the same as other members who are on that committee. Trustee Hoskins Sutton pointed out that Ms. Lindgren has streamlined the process to be smooth and it was amazing what she has done. Trustee Hoskins Sutton was sorry that Ms. Lindgren was leaving and thanked her for all she has done as she brought up this scholarship process to be seamless and smooth. Trustee Ash seconded that sentiment. Trustee Ricketts commented on how the Foundation has come along beautifully and smoothly. She stated that the scholarship process was a big challenge from the years that she served on the Foundation and Foundation has worked hard on streamlining the process to maybe extend the scholarship timeframe.

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

12. Executive Vice President's Report: Chair Isnard called for the Executive Vice President's report. Dr. Scott Balog, highlighted the following –

- This past month, work continued with the EV Hub Consortium and the American Association of Community Colleges. The college hosted a representative from the American Association of Community Colleges who visited to learn more about KCKCC's work to develop, sustain and grow the Automation Engineer Technology apprenticeship in support of Panasonic Energy Corporation of North America. The program will be used as a model for colleges across the country and electric vehicle and component manufacturing.
- Ms. Ashley Irvin, Associate Dean of Career and Technical Education, and Dr. Balog traveled to Austin, Texas with consortium partners to visit Austin Community College and their Tesla Training Center. There was a tour of Tesla's Gigafactory to learn more about their operation. Tesla manufactures the Cybertruck and Model Y at their Austin Gigafactory and they produce a Model Y in just 16 minutes based largely on robots. This is why KCKCC's training within automation engineer technology is important.
- Prior to the Thanksgiving holiday, President's Cabinet hosted a quarterly retreat focusing on "The 4 Disciplines of Execution" (4DX) implementation, prioritization of facilities projects contained in the college's master facilities plan, and the road map for the upcoming technology modernization. Cabinet is also focused on spring enrollment across all college programs and the Pioneer Career Center in Leavenworth. Satellite locations require a distributed approach with instruction and student support services and ways are being explored to expand course and service delivery across all sites.
- Thanked the Trustees for representing KCKCC by attending annual meetings, dinners, galas, and other celebrations hosted by partners this past month.
- A highlight event was attending the unveiling of a traveling history exhibit sharing the rich history of Sumner High School produced by four Sumner Academy students with support from KCKCC team member Ms. Shai Perry, Gallery Coordinator/Art Instructor, and Dr. Aaron Margolis, Humanities Associate Professor. The college was proud to sponsor the exhibit and KCKCC looks forward to hosting it on campus in the spring semester. Vice President Pope and Dr. Balog were in attendance for the school assembly where the project was unveiled. Gave special thanks to Ms. Perry and Dr. Margolis for their support of the project.
- Thanked colleagues across the college for their engagement and support of the implementation of 4DX this semester. Late last month, an abbreviated 4DX overview and implementation session for academic program coordinators was hosted. Earlier this month, a Team Lead Launch Review for non-academic areas was hosted with work now being done with those areas to finalize their wildly important goals (WIGs) and lead measures ahead of the go-live in early January. The opportunities and ideas yielded is extraordinary.

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

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

- The first bullet point in the highlight report is no longer accurate. Dr. Mosier had reviewed the Higher Learning Commission (HLC) report and it was submitted with confirmation this morning. The response will be reported in January.
- The Kansas Board of Regents (KBOR) performance report is typically reported in January, but KBOR voted on it on November 20 and KCKCC was approved for 100% of new funding.
- The Interdisciplinary Undergraduate Research Symposium has grown over the years and had 97 participants this year. This is an opportunity for students to report and share their research projects. Gave kudos to everyone involved.
- The Honors Music Appreciation attended a rehearsal at the Kauffman Center and participated in a question-and-answer session. The students shared that it was an interesting opportunity.
- Lansing Correctional Facility - KCKCC is gearing up for the newly added Certificate B in spring 2025 through requests from the Department of Corrections and individuals at Lansing Correctional Facility. The college received grants to get more equipment. Gave thanks to Mr. Chris Nicoll, Welding Instructor, who was working with students who completed the program a couple of years ago so they could remind themselves of the skills and would be ready to start that cohort in the spring.
- The Culinary Arts program had their culinary capstones, the food was really good.
- The Commission on Accreditation and Physical Therapy Education (CAPTE) - KCKCC's Physical Therapy Assistant (PTA) program was approved to be hybrid and is the first program in the country approved to be hybrid. A full class is expected to start in the spring. Gave congratulations to the faculty and the dean.
- High School Portfolio Days hosted 73 USD500 high school students that brought their art and that art was adjudicated. It was a fantastic event with a local artist that shared some of his work process and reviewed students' art.
- Freedoms Frontier National Heritage Area - Dr. Balog, Mr. Pope and others attended the fruition of a wonderful project led by Dr. Aaron Margolis with a received grant showing the history of Sumner High School. It is a travelling exhibit on banners that will be presented at the USD200 and KCKCC Board meetings. Gave thanks to all that participated and to the presenting student.
- Pinnings - The PTA Pinning is tonight and the Nursing Pinning is tomorrow night at 7:00 PM in the Performing Arts Center.

Trustee Hoskins Sutton questioned how the PTA clinicals will be affected now that the program will be hybrid. Mr. Pope understood there would be an on-ground component, that the didactic portion would be online to limit the amount of time students must attend class

physically. Trustee Hoskins Sutton presumed that probably over the long run that would increase enrollment and stated she was glad to see it. Mr. Pope agreed.

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

14. 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 –

- Spring enrollment is robust and the numbers are encouraging compared to last spring semester.
- The Athletics field house completion date has been delayed to May as part of the construction process. Encouraged all to attend games this spring semester at locations around the area since there is not a home court. Women's volleyball placed fourth in the nation and women's soccer placed seventh nationally. Gave congratulations to Mr. Greg McVey, Athletics Director, for a great record - the best the programs have done at KCKCC.
- Financial Aid had problems with the Free Application for Federal Student Aid (FAFSA) rollout. On December 11, President Biden signed into law a hard deadline for the Department of Education to release the FAFSA by October 1 which is important because students must submit it to get their financial aid package estimated. This past year, FAFSA did not come out until January which was late and affected a number of students.
- The Student Success Center had an increase of about 40% in visits this semester compared to last semester.
- This past week the post-admission engagement module was rolled out. Working with Archer Education to assist on a process for students that have been admitted but have yet to enroll. This should yield good results in the spring and upcoming semesters.

Trustee Ricketts asked for more information about Archer Education and their concept. Dr. Corti explained a challenge was KCKCC having a 40% increase in applications, but not around a 40% increase in students registering for class. There were discussions with Archer, the company used to drive increased applications, to help with the next stage of proactively engaging students to move from being accepted to enrolling in classes. Dr. Corti stated that he could share the mock student steps that Archer developed for the college; these steps help students in that overwhelming process to enroll in classes. Trustee Ricketts would appreciate seeing the demographics of the students that have the gap in applying, being accepted and enrolling. Trustee Hoskins Sutton agreed.

Trustee Hoskins Sutton acknowledged the resignation of Mr. Ruben Rodriguez, Head Coach-Men's Soccer, on the report and gave thanks to him for all he did for the college in getting the men's soccer program started. Dr. Corti agreed and explained that Mr. Rodriguez decided to leave coaching and move into another career. Trustee Ash remembered that Mr. Rodriguez got things rolling and built up and for one or two years he coached the men's and the

women's soccer teams, he was a tremendous asset.

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

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

- The Business Office and Finance – For the end of the second quarter, the revenue position was at about 48% of projected budget revenue, with allocation of revenue taken in being almost 50% through the first half of this year. The expense side was at about 32%. There will be ebbs and flows of expenses throughout the year, but with an allocation from the county property tax in January, the institution is in a good financial position.
- The New Markets Tax Credit may close tomorrow, after six months of his work with many individuals. Gave thanks to Ms. Karen Callahan, Executive Administrative Assistant to Vice President of Finance and Operations, for driving this item. The next phase starts with the allocation process of those funds for the downtown project.
- Partner invoice billing of nearly \$2,000,000 in expense for the downtown allocation will continue with the downtown project partners - Swope Health and CommunityAmerica Credit Union (CACU), making sure that KCKCC is a good partner in the process of transacting those expenses and allocating the right expenses to each of the areas.
- In November and December, significant inflows in revenue are not expected as the college is almost at that 50% mark of revenue. Expense tracking will continue through the month.
- Purchasing and Grants - In coordination with Information Technology (IT), two request for proposals (RFPs) are out. One is for Colleague optimization - for Colleague SaaS (Software as a Service) optimizations, developing a partner to help with standard operating procedures and to maximize how it is being used and using it effectively. The other RFP is the student experience redesign - how to design the process for how students are treated in all areas of the college from the day they think about KCKCC to the day they leave the college.
- Human Resources (HR) – The college currently has 59 positions that are open, posted and being actively recruited. Highlights are the Director for the Center of Equity, Inclusion and Multicultural Engagement and an administrative assistant for that department. HR had several monthly trainings within the Military and Veteran Center, a nutrition, concentration and focus training and new supervisor training.
- Information Services partnered with Academic Affairs on the Kansas Systemwide General Education Completed notation on the KCKCC transcript. This was a focus on a framework to facilitate student transfer more efficiently which requires Kansas public institutions to participate. This will help maximize transfers between institutions and students transferring to KCKCC. Institutional Effectiveness worked on gainful employment reporting through the federal government to set up gainful employment

data with the National Student Clearinghouse, and Records and Registration and Student Success Center reviewed the reverse transfer program reporting.

- The Business Office continued working on Nelnet cashiering and reviewing ways to break down financial barriers for students to ensure they have an opportunity for payment plans to be able to enroll and persist at KCKCC.
- The Bookstore reviewed online digital materials, as textbooks are going by the wayside, to ensure students have access to resources on day one for the classroom.
- Facility Services is proactively working on a bus stop at TEC1 versus waiting for the city's project of that in 2026. Facility Services is working on the removal of the Little Leaders KCK playground equipment so their new playground equipment can be installed.
- College Police - Focused on the Chief of Police search. There are eight candidates that will move forward into the first round of Zoom interviews; all meet the minimum qualifications. Chief of Police Robert Putzke's retirement is on January 6.
- The Wellness Center held a Torch the Turkey fitness challenge event in November and a Merry Fitness Day Celebration was held on December 9 to celebrate the Wellness Center members.

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

16. Vice President Educational Innovation and Global Programming Report: Chair Isnard called for the Vice President Educational Innovation and Global Programming report. Dr. Riobé highlighted the following –

- The Division of Educational Innovation and Global Programming includes High School Partnerships, Adult and Continuing Education, Online Education Services, Global Programming and Workforce Development. Reporting this month focused on strategic priorities as outlined in KCKCC's strategic plan.
- Student Success - High school enrollment for spring is about 19% of total enrollment and the numbers are stabilizing to pre-pandemic numbers. There has been record growth in Adult and Continuing Education enrollment with over 120 students enrolled in the General Education Development (GED) and English Language Acquisition (ELA) programs with strong waiting lists. More teaching staff could be added in the ELA program. KCKCC had a citizenship milestone - a student received their citizenship while in the program. In Global Programming, the international student numbers have grown 44% from last fall with a 22-student waiting list of transfers coming into the college next spring. Gave thanks to everyone who helped with International Education Week (November 18-22), which engaged over 265 people across activities and initiatives on campus.
- Quality Programs and Services - The Online Education team is focused on artificial intelligence (AI) integration by leveraging Panopto, the video recording tool for the learning management system, and Blackboard Ultra and how Blackboard has integrated AI into the system and how it could provide support with different features, like chat box. The division is adopting the new data analysis software,

Illuminate, around learning analytical systems and the Genius portal, which will help create a streamlined pathway for students coming in from noncredit to credit so students have a one KCKCC experience. Global partnerships are being explored with the Hilltop Global Group. Since the international numbers have grown 44%, with 36% coming from the African continent, the Hilltop Global Group was contacted to help create strategic intent toward student recruitment from Africa. A meeting was held with diverse stakeholders at KCKCC, to determine what is being seen in classrooms and on campus to help inform that work.

- Employee Engagement - Much new technology is being onboarded and the faculty have been great with giving their time, their expertise in learning it and integrating it into their classroom. Faculty and staff are committed to innovation to enhance programs with experiential learning, building entrepreneurship ecosystems, and flexible scheduling and course offerings for high school partnerships. This includes a stakeholder committee.
- Community Engagement - The workforce program student tours are increasing in numbers, recently 27 students from Sumner Academy High School toured the Automation Engineer Technology (AET) lab. The youth ambassador program, through Adult and Continuing Education, hosts a Saturday Academy then many of those students come to the KCKCC regular scheduled programming to get information and leveraging non-traditional spaces. The international education committee is focused on collaborative online international learning and has partnered with different institutions, particularly Kansas State University. This will help figure out stronger pathways in teaching, opportunities in virtual exchange and working with the State University of New York (SUNY) system - the college has two instructors and two administrators training on Collaborative Online International Learning (COIL).
- Gave congratulations to the seven Industrial Maintenance Technician (IMT) students graduating tonight. Three students have secured a \$3.00 income increase and one received a \$10 increase.

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

17. Vice President Marketing and Institutional Image Report: Chair Isnard called for the Vice President Marketing and Institutional Image report. On behalf of Ms. Kris Green, Mr. Randy Royer, Director of Media Services, highlighted the following –

- This month, the Marketing and Institutional Image division work aligned with the Student Success, Employee Engagement and Community Engagement priorities in KCKCC's strategic plan.
- The Vice President of Marketing and Institutional Image (VPMII) 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 the marketing and institutional image digital and local media strategies.

- In consultation with an employee task force and based on recent satisfaction studies, the VPMII drafted an employee communication plan. This plan will be shared with administration and others before being implemented.
- The Marketing and Institutional Image division has sent the annual community engagement survey to employees with the president's office sending 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.
- Marketing and Institutional Image 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.
- The Marketing and Institutional Image division has been busy this month with services for enrollment marketing, graphic design, digital design and photography, web services, social media and support services from the events and scheduling, the media services and the print shop departments.
- The program video for Auto Collision Repair was played during the meeting.

Trustee Scruggs Andrieu asked if the public could bring their cars to the college's auto collision repair program for repair. Mr. Royer was not sure.

Trustee Ricketts asked if copies of the new booklet were available tonight. Mr. Royer answered they would be shared with Trustees another time.

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

18. Unfinished Business: Chair Isnard announced there was no Unfinished Business scheduled.

19. New Business:

- Chair Isnard invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Academic Calendar 2026-2027. Mr. Pope presented the following –
- The academic calendar is in the Board packet for the Board's consideration. A different format was used to try to clearly identify the 182 days on the calendar, the days the college is closed and relevant dates in each month.

Trustee Ash thought this would be the appropriate time to have discussion concerning the faculty comments made earlier. Chair Isnard asked Mr. Pope for the administration perspectives, context and meaning of the term floating days as Chair Isnard's involvement in contract negotiations, including National Education Association (NEA) contracts, he was not familiar with those; usually the 182 or 186 depends on the organization or the actual reporting dates and he wanted to know if KCKCC had a history of floating days. Mr. Pope answered that this discussion had been had about this calendar before, that Dr. Greg Mosier, President, asked Mr. Pope for this format and in reviewing the days, it was realized that there are 177 days typically. Mr. Pope continued that it was part of Dr. Mosier's direction to come up with the 182 days identified. Mr. Pope stated that in his experience as a Kansas National Education Association (KNEA) person and as a former faculty member, he had never heard the words floating days, not meaning that others did not. Mr. Pope explained this calendar was an effort to conform to most comparison calendars, to clearly identify what the 182 days are as 212-day teaching faculty can use those first 182 days to identify their 212 days.

Chair Isnard called for questions or comments from the Board. Vice Chair Criswell gave appreciation for the information and opinions given earlier in the meeting. She had understood that there had traditionally been five floating days and her interpretation of what she heard was there would now be 10 days or less. Vice Chair Criswell asked for clarification on the concerns and if five floating days were being added to the academic calendar for 2026-2027. Mr. Pope explained that the 2026-2027 calendar identifies 182 working days for 182 faculty. Referring to this calendar, Mr. Pope explained there are three days starting on August 5, which is three days before the Welcome Week, that the calendar indicates that faculty would be available to answer enrollment and student-related questions and report to campus on August 10 for the Welcome Week activities; then in January, there would be two days prior to the Welcome Week where 182-faculty would be available for those same kinds of questions.

Vice Chair Criswell wanted to confirm that the faculty available days are actual working days and that Mr. Pope does not use the term floating days. Mr. Pope explained that the first time that he recalled hearing that term was during the discussion in negotiations of adding the language for 212-day teaching faculty. Vice Chair Criswell asked if floating days could be translated to faculty available days. Mr. Pope noted that he did not create the term floating days and was unsure if each faculty member identified the five extra days. Mr. Pope reiterated that this calendar was an attempt to clearly identify the 182 days using the definition of working days.

Trustee Ash questioned if faculty members were being paid for those days. Mr. Pope confirmed yes, the 182-day faculty are paid for 182 days and 212-faculty are paid for 212 days; this was an attempt to identify clearly what those 182 days are. Vice Chair Criswell clarified that the faculty may or may not work depending on the activity, but they get paid for the 182 days or the 212 days. Mr. Pope confirmed.

Trustee Scruggs Andrieu stated that she understood that before faculty had five days that they

had an option on when they worked those days and the new calendar made it mandatory to schedule the working days; the floating days were unscheduled but now those five days are mandatory scheduled. She continued that that is what the faculty are protesting, they want the flexibility rather than the mandatory. Mr. Pope answered the college is trying to clearly articulate on the calendar to match the 182 days.

Vice Chair Criswell questioned if in the past year there were 182 days. Trustee Scruggs Andrieu stated that in the past faculty have always had flexibility up until this particular calendar. Mr. Pope added that in the past, the calendar has begun consistently on a Monday in the fall and begun consistently on a Monday in the spring, with classes on beginning on Tuesday.

Vice Chair Criswell asked if faculty got paid for those days in the past whether they worked or not. Mr. Pope answered the college has always identified faculty as 182 days, and yes, the short answer is this is an attempt to identify what those working days are.

Vice Chair Criswell questioned if in the past faculty got paid for the flexible days and the days were not necessarily on the calendar. Trustee Scruggs Andrieu suggested asking the faculty that were in the room. Trustee Ash commented yes, it is a 182-day contract so faculty were paid for 182 days. Vice Chair Criswell wanted to clarify that faculty are getting paid for 182 days and the difference between the previous calendar and the proposed calendar is that those five days in question are actually on the calendar as opposed to being flexible. Mr. Pope confirmed that was correct. Vice Chair Criswell clarified that this was not adding five days, that it was the same five days, but they are now on the calendar. Mr. Pope confirmed there is no increase in normal workload, the contract speaks to 182 days and this is an attempt to show on the calendar what those 182 days are.

Vice Chair Criswell questioned if a faculty member who falls under the 182-day rule and is not needed on one of the five flexible days that is designated on the proposed calendar if the expectation was they would get paid and would have to choose another day [to work] or they get paid and do not have to work that day. Mr. Pope was unsure how to answer that question as the faculty are 182 days or 212 days with a pay rate set by the master contract. Mr. Pope continued that this calendar is just trying to articulate what the workdays are and how many workdays. Mr. Pope added that faculty have a flexible work schedule with the only weeks that 182-day faculty are required to be physically on campus for the majority of the day are during the Welcome Week periods. Faculty schedules are variable depending upon their course schedules and there are requirements for office hours in the contract; faculty enjoy a significant amount of appropriate flexibility and is defined in the contract. Mr. Pope reiterated that the idea was to identify what those 182 days are based on the pay schedule.

Trustee Hoskins Sutton noted that based on some of the faculty comments, those flexible days were used to come in and serve on a selection committee or something happening at the college, and she questioned how that would be addressed now since the college did not pay the faculty extra for coming in when they were not supposed to and if those days are already

identified, if the college would pay faculty overload when they come in. Mr. Pope explained that to his knowledge, the college has never required individual faculty members to work outside the identified 182-day contract, which is beginning with the first day of the fall semester and ending with graduation. He gave an example of faculty volunteering for search committees, but he did not think that was an expectation for faculty to serve on those committees; if faculty did not serve on the committees in the summer, faculty may not have input. The college does not require faculty members to come outside the contract. He gave other examples of how faculty may be paid to teach summer classes or they may opt to go on a professional development, but the college's viewpoint is if the college is paying for someone to go to professional development, that is the benefit not necessarily paying for that time. He continued that if the college decided to require a faculty member to attend a professional development as a requirement of their job, then the college would pay as the college does not have the authority to require faculty to do something outside of the contract.

Chair Isnard questioned if there was language in the contract that stated there shall be these five days set aside for faculty to use as they please. Mr. Pope answered no. Chair Isnard noted that faculty mentioned this may need to be a negotiated item, but he was understanding that the number of days worked were not changing but the 182 days that the contract has always said should be there were just being scheduled. Trustee Ash added that those days have always been paid. Mr. Pope agreed. Chair Isnard stated that he struggled with that the public would probably question that the college has been paying for 182 days but only getting 177 days of work for a long time. Chair Isnard gave his opinion as the Board would be correcting an issue that needed correcting and though it would be a change for some it did not sound unreasonable to him.

Trustee Ricketts stated she thought the same, that contractually it is 182 days and 177 days were previously locked in on the calendar. She noted that the college was paying for 182 days with the 177 days locked in and the other five days were not mandated on the calendar versus now the five days are on the calendar. Trustee Ricketts questioned if in the past faculty would be paid for 182 days but may only work 177 days if they did not additionally come in those five days versus now faculty would be locked in on the calendar and everything faculty would do outside of that would be on a volunteer basis. Mr. Pope thought Trustee Ricketts explained that correctly.

Chair Isnard clarified that the college was not asking that faculty be on campus for those five days, but they must answer the phone if called. Mr. Pope answered yes, the faculty must be available as noted on the calendar.

Trustee Hoskins Sutton stated that, clearly to her, with the faculty and KNEA voting against it, that the Board probably needs to take into consideration what the faculty are stating and let this be a negotiated item instead of the Board deciding.

Trustee Ash thought it could be brought to the next negotiations and asked when that would

be. Mr. Pope stated it would be in January and the calendar has never been negotiated.

Mr. Greg Goheen, College Attorney, informed the Board that the number of days worked under the contract is negotiable but the school calendar is not negotiable, that is set by the Board of Trustees and is not a negotiable item under the statute. Chair Isnard clarified that if there was anything to negotiate, it would be the NEA side asking to reduce the number of work days to 177. Mr. Goheen confirmed the number of days worked is a negotiable item as are other terms and conditions of employment, but the actual calendar for the college is set by the Board of Trustees, and that actual calendar is not something that is negotiated.

Trustee Ricketts stated that it would be in faculty's hands to renegotiate workdays versus the contract having already been approved for 182 days. Trustee Ash stated the college is identifying the 182 days for the Board to approve. Chair Isnard stated having that be a part of negotiations sounds reasonable but for now to do the letter of the current contract.

Trustee Ash motioned to adopt the calendar as presented. Vice Chair Criswell seconded the motion. Trustee Scruggs Andrieu and Trustee Hoskins Sutton opposed the motion. **The Motion Carried** with a vote of 5-2.

- Chair Isnard invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Revision of Program – Automation Engineer Technology – Certificate A. Mr. Pope presented the following –
- KCKCC has a Certificate C and an Associate in Applied Science (AAS). The creation of the Certificate A is to meet the needs of Panasonic students. Some students in the Federation for Advanced Manufacturing Education (FAME) cohort will be doing the AAS degree. Based on feedback from Panasonic and from the Advisory Board, the college created this 16 credit hours certificate so students can receive a certificate and receive a credential upon completing these courses.
- Mr. Pope asked for the Board's approval for this Certificate A. Then the Certificate A request would go to the Technical Education Authority for their vote.

Trustee Hoskins Sutton questioned the target date to implement this program after the approval process. Mr. Pope explained that these are not new courses, KCKCC already has these courses and they have been taught; this is a new repackaging of these courses. Mr. Pope continued that Panasonic employees will be starting the program in January and in the interim, they declare the AAS as their degree and when the official approval comes move to this degree. These classes are packaged so that the technical requirements are at the beginning of the certificate. This can serve the needs of the students who can then become employed and, during this apprenticeship program training, they will be employed by Panasonic and once this training is complete get a salary increase based on earning this credential. For students who want to continue the training, there is the option of the AAS.

Trustee Hoskins Sutton questioned where the classes will be taught since the students would

already be working at Panasonic. Mr. Pope explained the classes would be taught at the Technical Education Center (TEC) and that a Global Innovation through Science and Technology (GIST) grant was submitted to purchase more equipment to try to work with Panasonic since their facility is not quite completed. Mr. Pope continued that KCKCC has a nice space and will have room for those students, but it will be crowded for a little bit; it is expected that some of their work will happen at Panasonic once Panasonic is running, but the classes will by and large be taught at KCKCC.

Chair Isnard called for a motion to approve the Program Revision – Automation Engineer Technology – Certificate A. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

20. **Adjournment:** Chair Isnard wished happy holidays and a Merry Christmas to all faculty, staff, students and administration. Chair Isnard called for a motion to adjourn the meeting. Trustee Ricketts made the motion. Trustee Gilstrap seconded the motion. **The Motion Carried.**

The meeting adjourned at 6:34 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 - AMENDED

January 21, 2025

1. Approval in the amount of **\$136,840.00** to **Blacktop Paving Maintenance, Inc.** for the demolition of the Wash Barn in the TEC 's parking lot. Requested by Patrick Schulte. Funding Source – Capital Outlay: Parking Lot and Sidewalks.
2. Approval in the amount of **\$52,779.99** to **Magritek, Inc.** for NMR instrument for Chemistry. Requested by Jerry Pope. Funding source – Chemistry: Equipment Capitalized over \$5,000.
3. Approval in the amount of **\$62,120.00** to **LinkedIn Corporation** for a 1-year subscription for recruitment. Requested by Patrick Schulte. Funding Source – Human Resources: Advertising.

December bills totaling **\$6,437,308.52** which includes November VISA charges totaling **\$269,089.53**.

Items for Ratification

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

CONSENT AGENDA – Item C - AMENDED

January 21, 2025

1. **\$14,371.92** to **Amazon Capital Services, Inc.** for adjustable height worktables for TEC. Requested by Jerry Pope. Funding Source – TEC: Supplies and Expense and TEC: Miscellaneous Expense.
2. **\$14,675.00** to **Metropolitan Community College** for gym rental for Men and Women's basketball home games for 2024-2025 season. Requested by Tom Corti. Funding Source – Athletics: Home Game Expense.
3. **\$21,680.00** to **Kaplan Higher Education Corporation** for test preparation for RN/PN nursing students. Requested by Jerry Pope. Funding Source – Nursing: Course Related Expense.
4. **\$13,410.00** to **American Equipment Co.** for equipment for Chevy 5500 for Facility Services. Requested by Patrick Schulte. Funding Source – Grounds: Equipment Capitalized over \$5,000.
5. **\$18,652.50** 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

JANUARY 21, 2025

SEPARATION INFORMATION

ACTION	NAME	JOB TITLE	DEPT	DIVISION	EFF. DATE
Resignation	Wood, Tommy	Electrician	Facility Services	Financial & Facility Services	1/10/2025
Resignation	Wenson, Amiee	Director of Budget and Purchasing	Financial Services	Financial & Facility Services	1/17/2025

RECOMMENDATIONS / APPROVALS

ACTION	NAME	JOB TITLE	DEPT	DIV	DATE	SALARY
Additional Position	Ross, Dr. Gena	Adjunct	Political Science	Academic Affairs	9/4/2024	\$1,020.32 per credit hour
Additional Position	Eagles, Kayla	Adjunct	Welding Technology	Academic Affairs	01/01/2025	\$1,020.32 per credit hour
Lateral Transfer	Goldbeck, Diana	Administrative Assistant I	Athletics	Student Affairs and Enrollment Management	1/24/2025	\$48,624.76 annually
Lateral Transfer	Uhlenhake, Shawn	Head Coach-Men's Soccer	Athletics	Student Affairs and Enrollment Management	1/1/2025	\$68,065.19 annually
New Hire	Able, Anita	Part-Time Librarian	Learning & Library Services	Academic Affairs	1/13/2025	\$22.00 per hour
New Hire	Berkley, Kelsey	Clinical Instructor	Nursing Education	Academic Affairs	1/20/2025	\$65.98 per student contact hour*
New Hire	Breedlove, Charles	Adjunct	Automation Engineer Technology (AET)	Academic Affairs	1/13/2025	\$1,020.32 per credit hour
New Hire	Cornelison, Jessica	Graphic Designer	Marketing	Marketing and Institutional Image	1/6/2025	\$63,500 annually
New Hire	Ferrence, Lawrence	Adjunct	Automation Engineer Technology (AET)	Academic Affairs	1/14/2025	Panasonic (PECNA)
New Hire	Graham, Scott	Lab Specialist II	HVAC	Academic Affairs	1/13/2025	\$47,050 annually

New Hire	Her, Pa	Administrative Assistant	Registrar and Records	Student Affairs and Enrollment Management	1/6/2025	\$40,000 annually
New Hire	Okafor, Chika	Clinical Instructor	Nursing Education	Academic Affairs	1/20/2025	\$65.98 per student contact hour*
New Hire	Reynolds, Michael R.	Adjunct	Automation Engineer Technology (AET)	Academic Affairs	1/14/2025	Panasonic (PECNA)
New Hire	Schroer, Kristian	Adjunct	Automation Engineer Technology (AET)	Academic Affairs	1/14/2025	Panasonic (PECNA)
Promotion	Povilonis, Kristin	Executive Administrative Assistant	President	President	1/1/2025	\$62,500 annually
Promotion	Sullivan, Kyle	Events and Scheduling Specialist II	Central Scheduling	Marketing and Institutional Image	1/24/2025	\$52,000 annually
Rehire	Griffin, Matthew	Police Officer	College Police	Financial & Facility Services	12/23/2024	\$61,755 annually

*These employees are currently paid at a rate of \$65.98 per student contact hour. These employees may be assigned to a simulation or check off at \$50.00 per hour.

Action Definitions

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

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

Scott Balog, Ed.D.
Executive Vice President

January 21, 2025

The Office of the Executive Vice President (EVP) is pleased to provide this monthly report to the Kansas City Kansas Community College (KCKCC) Board of Trustees. This update highlights key developments and activities in institutional strategy, partnerships, and operational execution that align with the college's mission and goals.

Executive Summary

Institutional Strategy

- Joined KACC presidents and trustees in Topeka for *Donuts with Legislators* advocating for the interests of KCKCC and the state's community colleges (January 16)
- Planning meetings with Congressional members and federal agencies for college delegation attending the Association of Community College Trustees National Legislative Summit in February (ongoing)
- Developing program and enrollment strategy for Pioneer Career Center (ongoing)

Strengthening Partnerships

- Participated in KC BioHub Consortium Meeting (December 13)
- Met with Workforce Partnership Executive Director Keely Schneider for quarterly update (December 16)
- Visited Piper High School (PHS) Career Academy Labs and met with Superintendent Jessica Dain to discuss expanded partnership opportunities and education pathways for PHS students (December 17)
- Met with Shawnee Chamber of Commerce CEO Ann Smith-Tate to begin to explore partnership opportunities (December 17)
- Visited with Enterprise Center of Johnson County to learn more about the services the center provides and explore collaboration opportunities (December 18)
- Participated in monthly KCK Chamber Board of Directors meeting (December 18)
- Attended KC Rising *Investment Playbook Overview* presented by Bruce Katz, Founder of New Localism Associates (December 19)
- Met with the University of Kansas Medical Center to discuss next steps with partnership between our organizations (December 20)
- College executives participated in another *CTE Pathways: NextGen Symposium* with Leavenworth County Schools to discuss program and degree pathways (January 14)

- Met with First Federal Bank of Kansas City area leaders to explore partnership opportunities (January 14)
- Attended Metropolitan Community College's 2025 Chancellor's Martin Luther King Jr. Scholarship Luncheon with Ellucian executives (January 17)

Operations and Execution

- Maintain leadership and oversight of Cabinet Operations and President's Extended Cabinet initiatives (ongoing)
- Continue to coordinate the college's implementation of *The 4 Disciplines of Execution* – including Launch Review sessions for academic Team Leads (January 15) and onboarding of three new internal coaches (ongoing)

Full Report

Institutional Strategy

- **Engagement with State Legislators**
On January 16, KCKCC leadership joined other Kansas Association of Community College (KACC) presidents and trustees in Topeka for *Donuts with Legislators*. This event allowed the college to advocate for the interests of KCKCC and the broader community college system in Kansas, ensuring legislators understand the value and impact of these institutions.
- **Federal Advocacy Preparations**
Planning is underway for KCKCC's participation in the upcoming Association of Community College Trustees (ACCT) National Legislative Summit in February. Meetings with congressional representatives and federal agencies are being scheduled to promote legislative priorities critical to the college's mission, such as workforce development, financial aid, and funding for career and technical education programs.
- **Program and Enrollment Strategy for Pioneer Career Center**
The EVP's Office continues to develop a comprehensive program and enrollment strategy for the Pioneer Career Center. This strategy focuses on aligning program offerings with student and employer needs, ensuring growth in enrollment and workforce readiness.

Strengthening Partnerships

Collaborations with community, educational, and business partners remain a key priority to expand opportunities for students and reinforce the college's role as a community leader. Key partnership activities over the past month include:

- **Biotechnology and Workforce Development**
 KCKCC's Dean of Math, Science, Business and Technology and the EVP participated in the KC BioHub Consortium Meeting on December 13, representing KCKCC's broader commitment to supporting biotechnology and life sciences education. Additionally, the quarterly update meeting with Workforce Partnership Executive Director Keely Schneider (December 16) offered an opportunity for both organizations to share updates and ensure alignment on local workforce development initiatives and support for industry needs.
- **K-12 Education Pathways**
 KCKCC toured Piper High School's Career Academy Labs on December 17 and met with Superintendent Jessica Dain. Discussions focused on expanding partnership opportunities and creating clearer education pathways for Piper High School students. The college also participated in the *CTE Pathways: NextGen Symposium* on January 14 at Tonganoxie High School, collaborating with Leavenworth County schools to enhance career and technical education program offerings.
- **Community and Business Engagement**
 Meetings with the Shawnee Chamber of Commerce CEO Ann Smith-Tate and the Enterprise Center of Johnson County provided valuable opportunities to explore potential collaboration with both organizations that benefits students and area businesses. On December 19, participation in the KC Rising *Investment Playbook Overview* offered insights into regional economic and workforce development strengths, interests and priorities.
- **Strengthening Institutional Relationships**
 KCKCC's engagement with the University of Kansas Medical Center (December 20) continues to flourish. The Medical Center is interested in growing its relationship with KCKCC and expanding education opportunities for its workforce. First Federal Bank of Kansas City (January 14) expressed interest in hosting KCKCC student interns across a range of operational areas. The bank also plans to support the college's entrepreneurship and financial literacy programming for students and the community. Further, participation in the KCK Chamber Board of Directors meeting (December 18) underscores the college's active involvement in advancing the local economy.
- **Celebrating Diversity and Partnerships**
 On January 17, college executives attended the 2025 Chancellor's Martin Luther King Jr. Scholarship Luncheon hosted by Metropolitan Community College. This event highlighted the shared values of equity, inclusion, and education among area institutions.

Operations and Execution

- **Cabinet Operations Oversight**

In collaboration with the President, the EVP continues to provide leadership for the college's Cabinet and Extended Cabinet, ensuring alignment of institutional priorities, goals and initiatives and promoting collaboration across departments.

- **Implementation of *The 4 Disciplines of Execution* (4DX)**

Efforts to integrate the 4DX framework into the college's strategic operations are ongoing. The January 15 Launch Review sessions for academic Team Leads marked another milestone in this initiative. With the onboarding of three new internal coaches, the college is further equipping teams to achieve their Wildly Important Goals while fostering accountability and sustained focus.

January 2025 Board of Trustees Report
Vice President of Academic Affairs

Academic Affairs Highlights

- KCKCC's art gallery awarded four certificates to student interns who helped with the "Birth of Sumner History Project," a Freedom Frontiers National Heritage Area Grant Project with KCKCC. The exhibit will be traveling to schools in the Kansas City Kansas Public School district (USD500) throughout this year.
- KCKCC Music Department faculty and students performed with acclaimed musical theater star Sarah Brightman in Kansas City, at the Jazz Education Network Conference in Atlanta, GA, at William Jewell College, for the Jazz Ambassadors Magazine, for national tours of Funny Girl and Chicago in Kansas City, and with the Northland Symphony during the holiday season.
- KCKCC's Culinary Capstones were completed and enjoyed by many.
- The Welding Department acquired a state-of-the-art VRTEX 360+ welding simulator.
- The 2024 National Council Licensure Examination (NCLEX) first-time pass rates in the Registered Nursing (RN) program was 96.08% and in the Practical Nursing (PN) program was 93.94%. Great work!!!
- Dr. Tiffany Bohm, Dean of Health Professions and Public Safety, is serving on the Membership Committee for the National Network for Two Year Allied Health Deans.
- Dr. Ed Kremer, Dean of Math, Science, Business and Technology, joined the board of the Kansas State School of the Blind Foundation.

Arts, Humanities and Social Science– Interim Dean Jerry Pope

Art Gallery & Ambient Space

Exhibit Updates:

- **Essence: Intelligence & Power of the Black Woman**
 - On display Jan. 13-Mar. 7
 - Reception Feb. 28
- M.A.S.A. (Migrating Assembly for Stories and Art) traveling exhibit “Lost and Found” was sent to the University of Central Missouri on Dec. 13

Community Outreach:

- **Sumner Academy of Arts and Science banner reveal and award ceremony on Dec. 5**
 - The gallery awarded four certificates to student interns who helped with the “Birth of Sumner History Project,” a Freedom Frontiers National Heritage Area Grant Project with KCKCC. The exhibit will be traveling to schools in the Kansas City Kansas Public School district (USD500) throughout this year.



Image: Student interns holding their awards with members involved in the project

- **Ambient Space Projects**
 - If you would like to propose art on campus, please email Shai Perry-McCallister at sperry@kckcc.edu.

January 2025 Board of Trustees Report
Vice President of Academic Affairs

Music Department

The KCKCC voice faculty below performed background vocals in concert with acclaimed musical theatre star, Sarah Brightman, in Kansas City, MO, at the Midland Theatre on Saturday, November 30.

- Dr. Justin Binek, Associate Professor of Music
- Mr. John Stafford, Professor of Music
- Ms. Lauren Auge, Adjunct Professor of Music
- Dr. David Clark, Adjunct Professor of Music
- Ms. Taryn Gervais, Adjunct Professor of Music
- Ms. Julia Scozzafava, Adjunct Professor of Music
- Ms. Suzanne Isbell, Staff Accompanist

The Standard, KCKCC's flagship vocal ensemble, performed to a standing ovation at the National Conference of the Jazz Education Network in Atlanta, GA, on Friday, January 10. This is the third time the ensemble has been selected to perform at this conference.

Other recent performances and appearances are below.

- KCKCC Jazz Showcase at the Blue Room on December 17 in Kanas City, MO.
- KCKCC sponsored a booth at the Kansas City Saxophone Christmas event at William Jewell College (led by Brett Jackson, Instructor of Music).
- A student combo with students Joel Martinez, Michael Suriano, Nick Gasser, and Luke Paulson played at the annual Jazz Ambassadors Magazine Kansas City Kansas Jazz Awards on December 12.
- Dr. Justin Binek (Associate Professor of Music) served as co-clinician at Kearney High School's Frequency in preparation for their Missouri Music Educators Association (MMEA) performance on January 16.
- Dr. Justin Binek presented two vocal jazz ensemble clinics at the JENerations Jazz Festival as part of the Jazz Education Network National Conference in Atlanta, GA, on January 10 and 11. KCKCC student Nick Gasser played for the Illinois Central College performance during this festival.
- Brett Jackson, Instructor of Music, performed with the national tour of Funny Girl at Kansas City Music Hall.
- Mr. Jackson, along with KCKCC students Brynna Ladesic and James Barton, represented KCKCC at the second annual KC Saxophone Christmas hosted by the Northland Symphony. This event was attended by 155 saxophonists from around the metro and featured booths from local colleges including University of Missouri Kansas City (UMKC), University of Kansas (KU), and Kansas City Kansas Community College.

January 2025 Board of Trustees Report
Vice President of Academic Affairs

- Mr. Jackson performed with the national tour of Chicago at the Kauffman Center for the Performing Arts.

Career and Technical Education – Dean Donald Smith

On December 4, a brunch potluck took place for Career and Technical Education (CTE) faculty and staff. Each team was asked to participate in a competition to determine which department could donate the most items to the student pantry at the Thomas R. Burke Technical Education Center (TEC). Congratulations to the winning team, Cosmetology/Nail Technology, who donated approximately 1,100 items. The Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R) group donated an entire pallet of bottled water. In all, approximately 1,500 items were donated. The brunch potluck was a festive gathering, allowing co-workers to converse with one another and enjoy a variety of delicious foods while supporting division students. Thanks to CTE staff Jessica Lawrenz, Wendy Brewer, and Kim Klise for organizing the event.



January 2025 Board of Trustees Report
Vice President of Academic Affairs

On December 5 and 6 the Culinary Arts program executed final Culinary Capstones for the fall semester, the last project for Certificate B. The Culinary Capstones allowed students the opportunity to demonstrate their competence, knowledge, and skills by applying what they learned throughout their educational program. Food prepared and sold featured delicious dishes, including smothered pork chops, greens, macaroni and cheese, shrimp gumbo, beef sliders, halibut, breakfast burritos, spinach dip, strawberry cake, and various Korean comforts.



The Welding Department recently acquired a state-of-the-art VRTEX 360+ welding simulator through Perkins funding. This advanced simulator will help welding students master correct welding techniques without the need for consumables.

January 2025 Board of Trustees Report
Vice President of Academic Affairs



Health Professions and Public Safety – Dean Dr. Tiffany Bohm

The nursing program recently received their 2024 National Council Licensure Examination (NCLEX) pass rates. Congratulations to all the students, faculty, and staff for these amazing first-time pass rates!

Registered Nursing (RN): 96.08% (49/51)

Practical Nursing (PN): 93.94% (31/33)

Program faculty are working through the process of identifying and updating the multiple measures to be used for open enrollment and dual/concurrent courses.

Dr. Tiffany Bohm is serving on the Membership Committee for the National Network for Two Year Allied Health Deans.

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

The Division of Math, Science, Business and Technology (MSBT) and invited guests enjoyed a holiday meal and celebration complete with door prizes prior to the final division meeting of the fall semester. This event has become a favorite tradition with a potluck style gathering where division members can team build and enjoy each other's company just before the holiday break.

MSBT faculty and staff have come together to support Blue Devils' Cupboard by collecting well over 300 non-perishable food items during the holiday season. The division will continue to collect items year-round to assist students in need.

The division adopted two families for Christmas this year, the fourth year of a tradition in MSBT. Division members donated purchased items from the adoptees' wish lists or made

January 2025 Board of Trustees Report
Vice President of Academic Affairs

monetary donations. MSBT administrative assistants then used monetary donations to shop for remaining wish list items. Each adopted family member was gifted multiple items from their wish lists to brighten their holidays through this giving! Seven children and their single parents were blessed through the generosity of our division.

Dr. Kremer was asked to join the board for the Kansas State School of the Blind Foundation.

January 2025 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

- Forty-one student-athletes recorded a perfect 4.0 semester grade point average for Fall semester.
- A record 450 total students attended Career Fairs at TEC and Main Campus during the Fall 2024 semester.
- Blue Devils' Cupboard served 141 households in the month of December. This includes 294 adults, 177 children, and 6 people 65+, for a grand total of 477 individuals served. Data includes the student families served as part of Phi Theta Kappa and Student Engagement Winter Wonderland event.
- In December 2024, the Student Success Center continued to see a significant increase in student traffic. Student Success Advisors completed 750 in-person appointments in December 2024, which was a 91% increase compared to December 2023 (392).

Spring 2025 Enrollment Update as of January 13, 2025

- Spring 2025 unduplicated headcount is up by 3.3% compared to Spring 2024, the unduplicated headcount is up 8.3% compared to Spring 2023.
- Spring 2025 credit hours are up by 5.1% compared to Spring 2024, the credit hours are up 11.2% compared to Spring 2023.

KB1:J41CKCC Unduplicated Headcount by Location								
CAMPUS (UNDUP at A Location & DUP Across Locations)	01.09.2023 Spring 2023	01.08.2024 Spring 2024	01.13.2025 Spring 2025	23-25 Diff - #	23-25 Diff - %	24-25 Diff - #	24-25 Diff - %	Spring 2025 %
AMZN	-	-	-	-	-	-	-	-
BL	77	-	-	-77	-100.00%	-	-	0.00%
DNTWN	-	-	-	-	-	-	-	0.00%
FRSC	9	17	15	6	66.67%	-2	-11.76%	0.38%
HS	765	866	766	1	0.13%	-100	-11.55%	19.19%
LCF	23	16	8	-15	-65.22%	-8	-50.00%	0.20%
MC	1,409	1,426	1,488	79	5.61%	62	4.35%	37.27%
OC	198	255	276	78	39.39%	21	8.24%	6.91%
OL	1,525	1,565	1,863	338	22.16%	298	19.04%	46.67%
PION	150	163	117	-33	-22.00%	-46	-28.22%	2.93%
TEC	548	622	671	123	22.45%	49	7.88%	16.81%
USDB	81	90	67	-14	-17.28%	-23	-25.56%	1.68%
VIRT	135	77	88	-47	-34.81%	11	14.29%	2.20%
Total UNDUP Headcount	3,686	3,864	3,992	306	8.30%	128	3.31%	100.00%
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 23	Spring 24	Spring 25	23-25 #	23-25 %	24-25 #	24-25 %	Sp 2025 %
First-time	497	497	533	36	7.24%	36	7.24%	13.35%
Returning	3,189	3,367	3,459	270	8.47%	92	2.73%	86.65%
Gender	Spring 23	Spring 24	Spring 25	23-25 #	23-25 %	24-25 #	24-25 %	Sp 2025 %
Unknown	28	34	46	18	64.29%	12	35.29%	1.15%
Female	2,173	2,204	2,304	131	6.03%	100	4.54%	57.72%
Male	1,485	1,626	1,642	157	10.57%	16	0.98%	41.13%
Race / Ethnicity	Spring 23	Spring 24	Spring 25	23-25 #	23-25 %	24-25 #	24-25 %	Sp 2025 %
American Alaska Native	19	13	21	2	10.53%	8	61.54%	0.53%
Asian	145	154	156	11	7.59%	2	1.30%	3.91%
Black or African American	608	678	675	67	11.02%	-3	-0.44%	16.91%
Hawaiian Pacific Islander	5	4	5	-	0.00%	1	25.00%	0.13%
Hispanic	999	1,035	1,062	63	6.31%	27	2.61%	26.60%
Multi-racial	197	208	249	52	26.40%	41	19.71%	6.24%
Unknown	132	220	227	95	71.97%	7	3.18%	5.69%
White	1,527	1,486	1,505	-22	-1.44%	19	1.28%	37.70%
Non Resident	54	66	92	38	70.37%	26	39.39%	2.30%
International	N/A	N/A	74	N/A	N/A	N/A	N/A	N/A
KCKCC Credit Hours by Location								
CAMPUS	01.09.2023 Spring 2023	01.08.2024 Spring 2024	01.13.2025 Spring 2025	23-25 Diff - #	23-25 Diff - %	24-25 Diff - #	24-25 Diff - %	Spring 2025 %
AMZN	-	-	-	-	-	-	-	-
BL	291	-	-	-291	-100.00%	-	-	0.00%
DWNTN	-	-	-	-	-	-	-	0.00%
FRSC	90	163	150	60	66.67%	-13	-7.98%	0.40%
HS	4,170	4,677	4,340	170	4.08%	-337	-7.21%	11.55%
LCF	220	144	69	-151	-68.64%	-75	-52.08%	0.18%
MC	10,077	10,463	10,567	490	4.86%	104	0.99%	28.11%
OC	529	648	707	178	33.65%	59	9.10%	1.88%
OL	9,875	10,282	12,250	2,375	24.05%	1968	19.14%	32.59%
PION	1,204	1,358	929	-275	-22.84%	-429	-31.59%	2.47%
TEC	6,517	7,252	7,821	1,304	20.01%	569	7.85%	20.81%
USDB	288	387	301	13	4.51%	-86	-22.22%	0.80%
VIRT	534	377	453	-81	-15.17%	76	20.16%	1.21%
Total	33,795	35,751	37,587	3,792	11.22%	1836	5.14%	100.00%

Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Student Services

Selected Activities, Programs, and Updates

- On December 4, Dr. Shawn Derritt participated in the College's 100th Annual Candle Lighting ceremony by introducing the guest speaker, Ca'Tia Temple-Holliday. Ca'Tia, is a graduate of KCKCC's Audio Engineering program and now successful owner of Ca'Tia Integrated Systems, a leading provider of comprehensive solutions in structured cabling, A/V, integrated systems, low voltage, access control, and live sound. Dr. Derritt was Ca'Tia's Academic Advisor when she was a student at KCKCC and Dr. Derritt connected her with the Foundation department so that she could share how KCKCC was a part of her success. Ca'Tia was featured recently on KSHB 41 news as a minority-owned business owner seeking opportunities for the 2026 World Cup. Further conversations are scheduled with Ms. Temple-Holliday as she has expressed an interest in working with the Upward Bound students later this summer.
- On December 27, Dr. Shawn Derritt met with Lazell William, Principal of F.L. Schlagle High School to discuss initiatives around recruitment of students to Kansas City Kansas Community College, and male students of color. Mr. William has asked Dr. Derritt to serve on a planning committee that will be working to present a one-day conference that will focus on the success of male students of color in post-secondary education.

Student Accessibility and Support Services (SASS)

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- December 17: SASS faculty hosted the monthly meeting of the Blind and Low Vision Knowledge and Practice, a community of the Association on Higher Education and Disability (AHEAD). The meeting was an open discussion on general accommodations for students who are visually impaired.

Upcoming Activities and Programs

- January 17: SASS faculty and Counseling and Advocacy staff will present a Test Anxiety and Test Taking Skills workshop at Basehor High School.

December 2024 Student Accommodations

DISABILITY	December 2024	December 2023	CHANGE	PERCENT OF CHANGE
Autism	13	15	-2	-13.3%
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	31	-7	-22.6%
Other Health Impaired	10	6	4	66.7%
Total	166	174	-8	-4.6%

* 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

- On December 4th, 2024, the Student Health Center hosted a campus blood drive. The collection results are as follows:
 - Goal: 30 units
 - Scheduled: 18
 - Registered: 13
 - First Time Donors: 1
 - Alyx: 2 procedures for 4 units
 - Plasma: 1 procedure for 2 units
 - Total Units Collected: 13
- Know Your Status Event (HIV/STD) – provided service to three individuals

Upcoming Events for Student Health Services

- Know Your Health Status HIV/STD testing: January 23 - 10:00am-2:00pm.
- Community Blood Drive: January 29 - 10:00am-2:00pm in Lower Jewell.
- Community Blood Drive: January 3 - 10:00am-2:00pm in Technical Education Center (TEC) Multipurpose Room.

Services [January 2025] Report	2023 Dec	2024 Dec
Blood Pressure Check	2	1
Contact by Phone/Email	35	12
Tuberculosis Skin Test	19	24
Tuberculosis Skin Test Reading	29	21
TB Questionnaire Screening	69	39
TB Services- Other	0	1
Tuberculin (TST) Skin Test POSITIVE	2	0
Quantiferon (QFT) Blood Draw	15	12
Quantiferon (QFT)-POSITIVE results	0	0
Quantiferon (QFT) NEGATIVE results	15	12
OTC Medication Provided (persons)	10	15
COVID Test Kits Provided	2	0
COVID Contact Tracing	1	2
HCG Test Provided	1	2
Housing Immunization	0	1
Visit	4	3
Emergency on Campus	1	1
Total	205	146

Admissions and Recruitment

Submitted by Teresa Collier, Director of Admissions and Recruitment

Selected Activities, Programs, and Updates

- As of January 9, 2025, 2,277 total applications for Spring 2025 have been processed. For Summer 2025, 84 applications have been processed. For Fall 2025, 339 applications have been processed.

Upcoming Activities and Programs

- January 10: Virtual New Student Orientation Day.
- January 23: The office of Admissions and Recruitment will participate in the Hispanic Development Fund's Spring 2025 Workshop to assist families interested in college access.

Athletics

Submitted by Greg McVey, Director of Athletics

Selected Activities, Programs, and Updates



- Academically, the Athletic department has an outstanding Fall 2024 Semester. The 165 student-athletes combined for a 3.32 overall grade point average. Five of the programs achieved above a 3.0 team grade point average for the semester including Softball (3.66), Baseball (3.56), Volleyball (3.42), Women's Soccer (3.37), and Women's Basketball (3.23). The women's programs (Volleyball, Softball, Women's Soccer and Women's Basketball) compiled an impressive 3.45 overall grade point average. The men's programs (Baseball, Men's Basketball, and Men's Soccer) also did well by compiling a 3.20 overall grade point average. Additionally, 41 student-athletes recorded a perfect 4.0 semester grade point average. One hundred forty-one (141) student-athletes (85%) achieved above a 3.0 grade point average during the semester. Kudos go to our student-athletes, coaches, academic advisors, student success staff, and the instructors for making this amazing achievement a reality.



- The men's basketball team completed the Fall 2024 semester with a 9-6 overall record. The team will open the Kansas Jayhawk Community College Conference (KJCCC) season on Saturday,

January 11 as they travel to take on Labette Community College in Parsons, Kansas. Sophomore Brendon “B.J.” Stewart (Lee’s Summit, MO) continues to lead the conference in scoring, averaging 18 points per game and is fifth in rebounding, averaging seven rebounds per game.



- The women’s basketball team completed the Fall 2024 semester with a 9-7 overall mark and like the men’s team will open the Kansas Jayhawk Community College Conference (KJCCC) season on Saturday, January 11 as they travel to take on Labette Community College in Parsons, Kansas. Sophomore Samaire Slusarek (Sarasota, FL) is third in the conference in scoring, averaging 16.2 points per game and is fifth in rebounding, collecting eight rebounds per game.
- Both the men’s and women’s teams continue to navigate without having access to 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. The field house floor renovation is scheduled to be completed in June 2025.

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.

Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

- Presented a guided meditation for Stress Reduction during finals week, hosted by Library Services.
- Provided hand sanitizer and Well Track Boost App information to 280 people who attended the KCKCC Candle Lighting ceremony.
- The primary reasons for students initiating counseling in December were stress, anxiety and academic concerns.

December Counseling and Advocacy Utilization

Client Contact	2022	2023	2024
Individual Sessions	17	27	14
Intakes	2	4	5
Total # of Appointments	22	39	30
Total # of Students Seen	15	27	19

Enrollment Management Information Systems

Submitted by Sam Landau, Enrollment Management Information Systems Coordinator

Selected Activities, Programs, and Updates

- Work has continued for the move of the asylum pending and permanent resident pending applicants to the undergraduate admissions application from the international application. Currently, there is information that will need to be updated in the college catalog as well as several webpages referencing supporting documentation requirements and due dates. As the catalog updates for the next year go live April 1st, updating the information here is priority.
- A calendar for scheduled maintenance in Recruit is in process of adjustment to open future semesters on the application sooner than has been done previously. Prior to this change, the next Fall semester would be open on the application around the first week of January. Now we are looking to add these options to the application sooner. However, further leadership discussions are needed to determine specific dates, therefore this project is still in progress.

Military and Veteran Center

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

On December 19, the Military and Veterans Center received a donation from the Spencer Duncan Make it Count Foundation in the amount of \$2,500. This donation will allow the Military and Veterans Center to assist KCKCC student veterans with the purchase of required tool kits and other expenses the student veteran may need assistance with.



Upcoming Activities and Programs

- January 23: Military and Veterans Center Open House.
- January 29: Free Lunch for Military Affiliated students.

December Military and Veterans Center Visitors

Reason for Visit	Dec 2022	Dec 2023	Dec 2024
Study	17	12	11
Computer Use	0	2	2
Benefits Question	2	2	10
Enroll & Application Questions	5	1	6
Socialize	7	4	12
Veterans Service Representative	NA	NA	19
Total	31	21	60

Registration and Records

Submitted by Theresa Holliday, Registrar

	December 2023	December 2024	Percentage
Enrollment Verifications	25	25	0%
Student Contact Information updates	59	40	-32%
Major or catalog changes	80	78	-2.5%
Student Schedule changes	14	11	-21.4%
Transfer credit evaluations	10	9	-10%
Grade Changes	89	69	-22.47%
Graduation applications processed	25	32	28%
Program substitutions, deviations or waivers	7	3	-57.14%
Experiential learning credits/Advanced Standing	1	2	100%
Incoming transcripts	166	301	81.32%
Outgoing transcripts	461	350	-24%

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 200 free coffee tickets to students in December.
- Forty students visited the Student Engagement Game Room in the month of December.
- Student Engagement participated in the 100th Annual Candle Lighting Ceremony on December 4. 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.
- On Monday, December 9 from 8:30am-11:30am, Student Engagement hosted Finals Breakfast to celebrate the end of the semester and provide a hot breakfast to students as they prepared for finals. Over 200 students and staff joined us in Lower Jewell Student Center for the event.
- Student Engagement's Basic Needs Center collaborated with Phi Theta Kappa to host the annual Winter Wonderland event on Thursday, December 19 from 9am-1pm in Lower Jewell, with a total of 59 student parents registered for the event. Each participating student received toys for their children, a blanket, and a holiday meal bag which included a choice of a chicken or turkey.
- For the month of December, Fringe Benefits of Education (FBOE) hosted three meetings.
 - December 5: 8th Annual Winter Ball, the "Battle of the Decades," where students dressed up in outfits from the 70's, 80's, 90's, and 2000's, 53 students attended.

- December 12, FBOE had a mindfulness session to help students learn how to relax as they prepared for finals. The session was presented by FBOE member and student Khylia Brown, a total of 44 individuals attended.
- December 19, FBOE hosted a Pajama Jam where students dressed in their pajamas, shared their academic progress, and celebrated completing the semester. Students also wrote New Year's resolutions, preparing them for success in 2025. A total of 41 students attended.



Student Financial Aid

Submitted by Tammy Reece, Director

Selected Activities, Programs and Updates

- The 2025-2026 Free Application for Federal Student Aid (FAFSA) was launched on November 21, 2024. The U.S. Department of Education launched the FAFSA for the 2025-2026 academic year 10 days earlier than their goal of December 1, 2024.
- The KCKCC Student Financial Aid Office continues to work with our community partners in assisting with FAFSA completion and are scheduled to assist USD 500 students on several FAFSA nights in the month of January. KCKCC Student Financial Aid Office will host a FAFSA event on our main campus. The date is tentatively set for February 19, 2025.

Financial Aid Applications Received as of January 9th

Academic Year	Total Number of Records	Records Received in January
2024-2025	8137	375
2023-2024	7685	167
2022-2023	7490	202

Financial Aid Disbursed to Student Accounts as of January 9th

Academic Year	FALL	SPRING	SUMMER	TOTAL
2024-2025	\$5,526,363	TBD	TBD	\$5,526,363
2023-2024	\$5,254,883	\$4,432,144	\$761,827	\$10,448,854
2022-2023	\$4,976,877	\$4,268,818	\$652,150	\$9,887,845

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

Fall 2024 Satisfactory Academic Progress Calculated

Academic progress was reviewed for students who received federal financial aid for the Fall semester, resulting in the following:

Semester	Warning	Exclusion	Max Time Frame	No Aid
Fall 2024	293	55	35	22
Fall 2023	284	47	38	30
Fall 2022	242	56	46	38
Fall 2021	287	81	44	35
Fall 2020	233	85	43	27

Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

- There were 23 students that departed Student Housing following the Fall semester, and Student Housing is working with Facilities to have those rooms cleaned and ready for new residents to begin check-in for the Spring semester.
- As of January 9, 2025, there are 16 new residents moving in for Spring 2025. A few more applications are anticipated prior to the beginning of the Spring semester.
- Student Housing remained open for Winter 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 fifty-one residents were approved to stay over Winter Break. There is no additional charge for students who stay over the month-long break period.
- Student Housing hosted “Flapjacks for Finals” on Monday, December 9, 2024, serving pancakes for Centennial Hall residents on the evening before finals began.

Upcoming Activities and Programs

- January 17: Student Housing opens for new Spring 2025 residents.

Student Success and Retention (SSR)

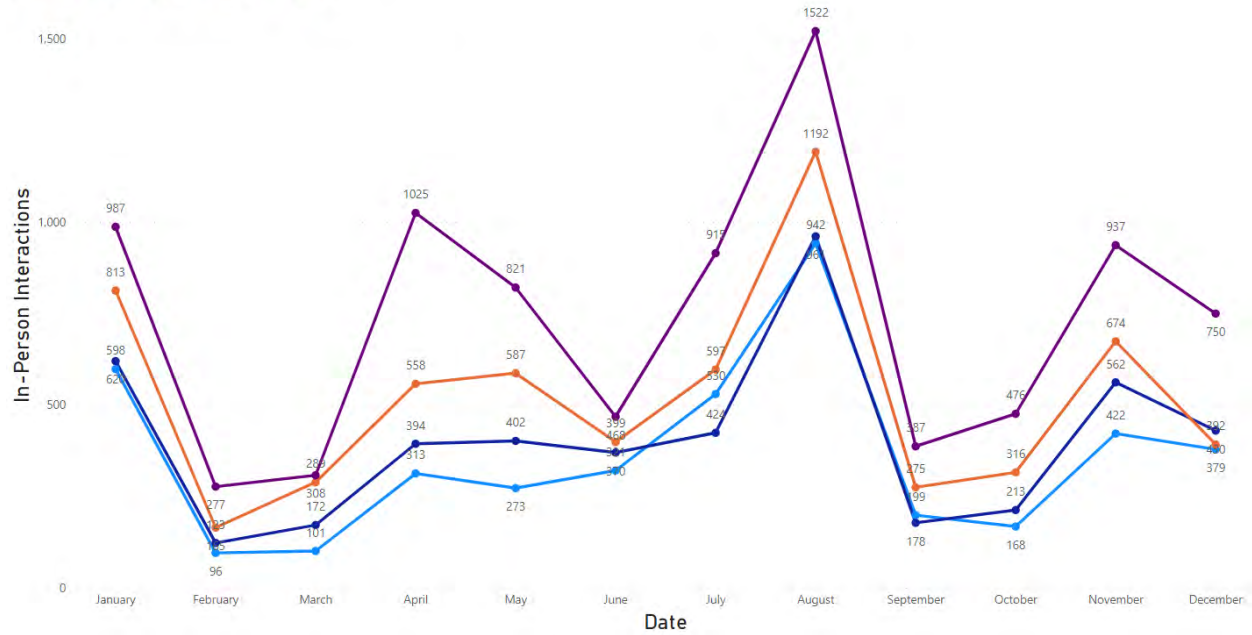
Submitted by Brady Beckman, Director of Student Success and Retention

Selected Activities, Programs, and Updates

- The Student Success Center's new Early Assist program for Fall 2024 yielded a substantial increase in Early Assists submissions from KCKCC faculty. 140 Total Early Assists were submitted, which was more than any semester since 2020.
 - 34 unique instructors submitted Early Assists.
 - 24 of the 140 total Early Assists were submitted by High School Instructors/Counselors.
 - As of January 9, 2025, 45% of the students who received Fall 2024 Early Assists have persisted by enrolling in at least one class for Spring 2025.
- Career Services has experienced a significant increase in engagement and student participation throughout Fall 2024.
 - Career Services provided career development education/guidance to students in 33 classrooms in Fall 2024 (more than 400 students).
 - Career Services hosted 140 unique employers on campus for Career Fairs/Hiring Table visits during Fall 2024.
 - 450 total students attended Career Fairs at TEC and Main Campus during Fall 2024.
 - Career Services recently launched a Faculty Resource Toolkit, which includes career-related videos, handouts/guides, presentations, activities, assignments, and other resources to help faculty bring career development into their courses.
- In December 2024, Student Success advisors completed 271 virtual advising appointments, with a 127% increase from December 2023 (119).
- In December 2024, 282 placement tests were facilitated by the Placement Testing Center, with a 23% increase compared to December 2023 (229).

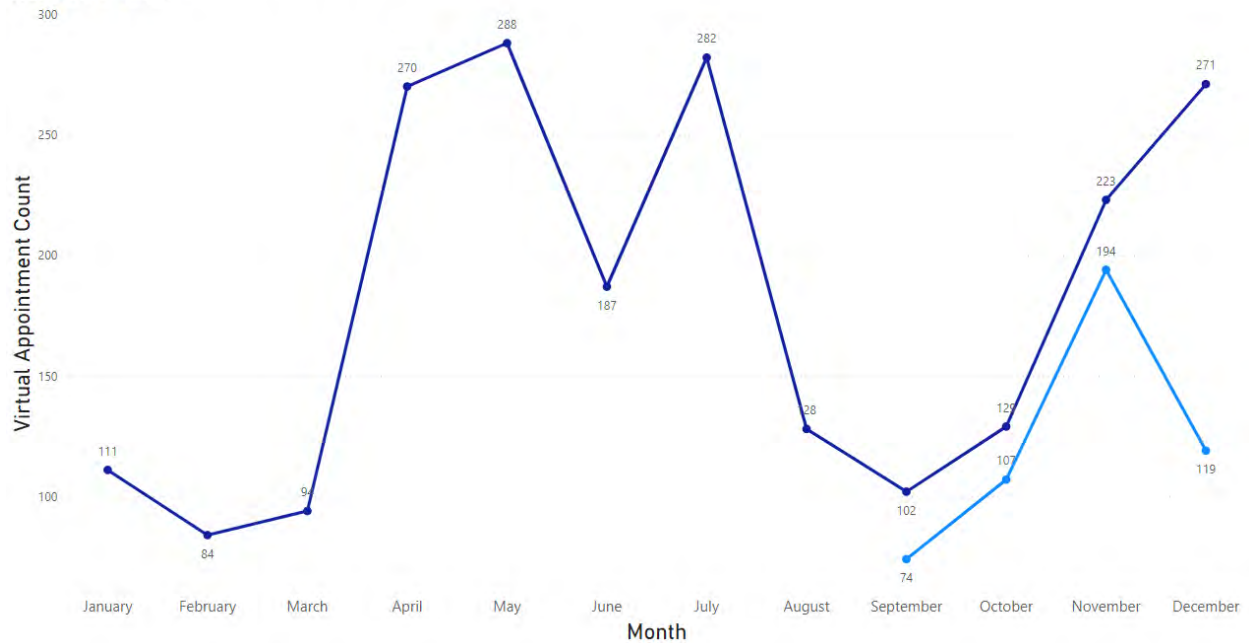
In-Person Advising Interactions (Student Success Center)

Year ● 2021 ● 2022 ● 2023 ● 2024



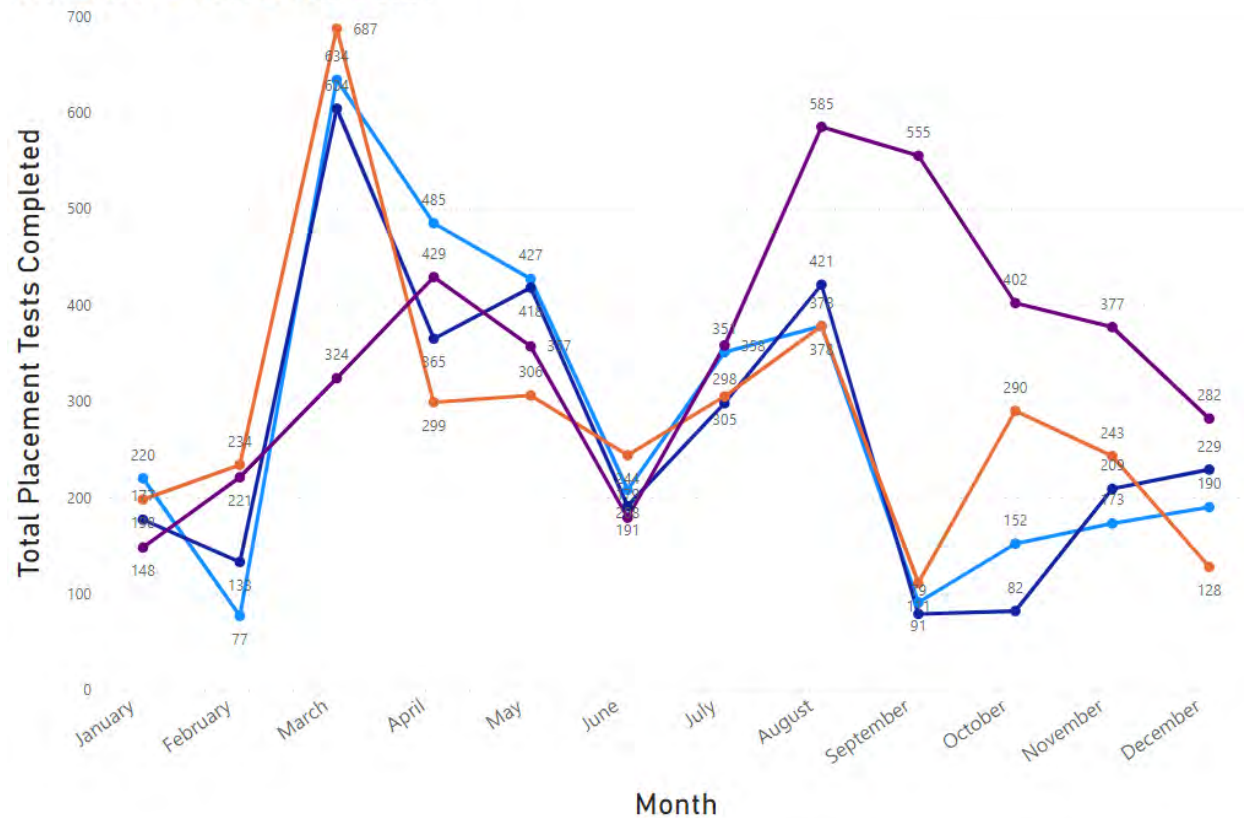
Virtual Appointment Count By Month

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 is offering walk-in advising/enrollment and placement testing every day from 8:30am-6:00pm through the first week of the semester.
- January 16 - Student Success Center Director, Brady Beckman, is offering a workshop, "The Retention Revolution," during KCKCC Spring 2025 Welcome Week.

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 18, 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) students participated in an end of year celebration that included the donation of blankets they made for Fresenius Dialysis Center patients. Following this event students had lunch and a team building experience at Breakthrough on December 20.
- UBA students visited the KCKCC Learning Commons for the first time to receive tutoring in math prior to their finals. Many indicated that this visit was instrumental to their understanding of the concepts and increasing their grades this semester. UBA hopes to continue this partnership.
- A partnership was recently formed with Varsity Tutors to provide on-line tutoring to students this year. UBA is excited to add this service to the UBA offerings.
- Staff attended leadership training provided by The Pacific Institute. These are monthly and UBA is exploring ways to provide similar training for UBA students this summer.

Upcoming Activities and Programs

- UBA will begin recruitment for the summer program staff in January.
- The annual report is due January 2025, and the staff is busy preparing data for submission.

BOARD OF TRUSTEES REPORT
FINANCE, HUMAN RESOURCES, INFORMATION SERVICES,
FACILITY SERVICES, COLLEGE POLICE & WELLNESS
CENTER
DR. PATRICK SCHULTE, VICE PRESIDENT OF FINANCE AND OPERATIONS
JANUARY 2025 REPORT

EXECUTIVE SUMMARY

- **Business Office.**

- The New Markets Tax Credit (NMTC) closing transaction in support of the downtown project was completed on December 18.
- The Business Office and bookstore are offering extended hours of operation January 13 through January 31 to further assist students as the Spring 2025 semester gets underway.

- **Human Resources.**

- The Human Resources team is actively recruiting for Chief of College Police, Controller, and Director of Center for Equity, Inclusion and Multicultural Engagement.

- **Information Services.**

- 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.**

- American Digital Security completed installation of access controls for the new weight room addition at the Athletics building.
- Custodial Services completed the Centennial Hall turnover cleaning in preparation for the Spring 2025 semester.

- **College Police.**

- Officer Giovanni Garcia participated in the Children's Mercy Christmas Night Lights event December 18.
- A retirement celebration was held at main campus for Robert Putzke, Chief of College Police, on December 13.

- **Wellness Center.**

- The Wellness and Fitness Center held a Merry Fit-mas event on December 9. Refreshments were served throughout the day.

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

Business Office.

- The New Markets Tax Credit (NMTC) closing transaction in support of the downtown project was completed on December 18.
- The Business Office is offering extended hours of operation January 13 through January 31 to further assist students as the Spring 2025 semester gets underway.
- Preparation is underway for completion and delivery of 1098-T tax forms to students and 1099 tax forms to vendors by January 31.

Budget.

- Partner Invoice Billing and Statement Reconciliation for the downtown project continues. Payments of over \$3M 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 preparing to release a Request For Proposal (RFP) for onsite food service options by the end of January.

Auxiliary

Bookstore.

- Customer Count: 3,108, a 52% increase vs. 2023.
- Sales: \$4,701.15, compared to the (\$12,070.98) sales anomaly in 2023 due to Athletic rental returns far exceeding monthly sales.
- Final touches are being made to book and course materials inventory, additional needed supplies are on order, and food and beverage options for our students are being sourced for the Spring 2025 semester.
- The bookstore is offering extended hours of operation January 13 through January 31 to further assist students as the Spring 2025 semester gets underway.

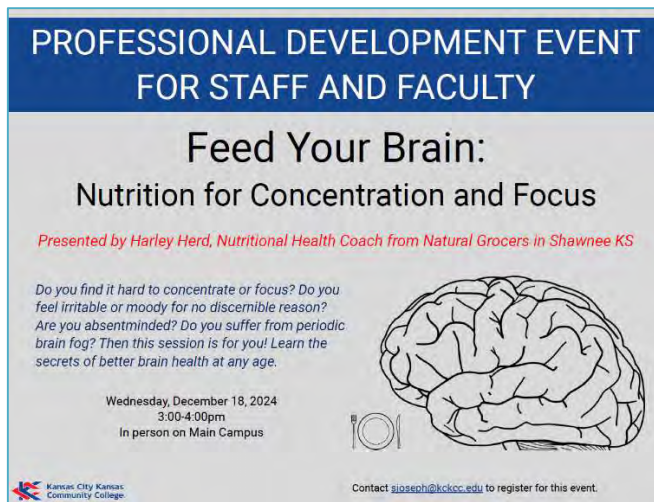
HUMAN RESOURCES – LORRAINE MIXON-PAGE, CHIEF HUMAN RESOURCES OFFICER

Talent Acquisition.

- The Human Resources team is actively recruiting for Chief of College Police, Controller, and Director of Center for Equity, Inclusion and Multicultural Engagement.

Training and Development.

- **Monthly Professional Development Series**
 - *Feed Your Brain: Nutrition for Concentration and Focus* was presented by guest speaker, Harley Herd, Nutritional Health Coach from Natural Grocers in Shawnee, KS on December 18. Seventeen participants attended.



- Dr. Reem Rasheed, Interim Director of the Center for Equity, Inclusion and Multicultural Engagement will present an *Inclusion and Multicultural Engagement Series* this Spring on the last Tuesday of each month. Save-the-date invites have been sent. The schedule is as follows:
 - January 28 – Introduction to Equity and Inclusion.
 - February 25 – Inclusive Leadership.
 - March 25 – Cultural Intelligence (CQ) and Developing CQ Capabilities.
 - April 29 – Addressing Unconscious Bias.
 - May 27 – Safe Zone Training.



- Preparations are in process for our first *Admin Conference* scheduled for March 12 and March 13. Save-the-date invites have been sent. The agenda is as follows:
 - Wednesday, March 12
 - Artificial Intelligence (AI) for Admins, 1:00-2:00pm, presented by Kristen Ball, Associate Professor, AOP (Administrative Office Professional).
 - Advanced Word, 2:15-3:15pm presented by Kristen Ball, Associate Professor, AOP (Administrative Office Professional).
 - Customer Service, 3:30-4:30pm, presented by Kathy Boeger, Student Success Advisor.

- Thursday, March 13
 - Deep Dive into Microsoft Teams, 1:00-2:00pm, presented by Pat Kelly, Academic Support Coordinator.
 - Advanced Excel, 2:15-3:15pm, presented by Kristen Ball, Associate Professor, AOP (Administrative Office Professional).
 - Technology and Time Management, 3:30-4:30pm, presented by Sheila Joseph, Talent Development Manager.



- **New Employee Orientation** was conducted on January 15 for all new KCKCC employees.

Employment.

- Human Resources currently has fifty-eight (58) positions open and posted.
 - Five (5) full-time faculty
 - Seventeen (17) full-time staff
 - Fourteen (14) part-time staff
 - Twenty-two (22) adjunct faculty

Benefits.

- Blue Cross and Blue Shield Wellness Funds.
 - Human Resources successfully utilized nearly all allocated Wellness funds, leaving only \$8.75 unspent.
 - Allotted: \$15,000.00
 - Spent: \$14,991.25
 - Human Resources is currently awaiting one reimbursement check.
- 2025 Benefit Deductions Update.
 - All 2025 benefit premiums have been successfully entered into the system and will be applied to the first payroll of the year.

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

- Program review updates: Center for Equity, Inclusion, and Multicultural Engagement (CEIM) is in year two of Co-Curricular Assessment; action items have been developed and sent for approval with final submission due to Co-Curricular Assessment in February.
- Designing an Equity and Inclusion Series for students to be held monthly from January to April, in person in the Center for Equity, Inclusion, and Multicultural Engagement (CEIM) space.
- Designing an Equity and Inclusion Series for employees to be held monthly from January to May, in person in the Center for Equity, Inclusion, and Multicultural Engagement (CEIM) space. Additional details will be shared in next month's report.

INFORMATION SERVICES – BOB WALKER, CHIEF INFORMATION OFFICER

- **Academic Support.**
 - Developed and delivered two training sessions on Microsoft Teams Meetings and PowerPoint.
 - Printed and created instructions for retired police officer ID badges for College Police.
 - Updated and maintained the One Card ID system.
 - Assisted faculty and staff with Microsoft Forms updates.
 - Assisted with Chat with the Prez.
 - Attended the monthly CORE meeting.
 - Attended presentations on chatbot from Five9.
 - Set up and facilitated the first meeting on Knowledge base WIG (Wildly Important Goal).
 - Attended Technology Advisory Committee meeting.
- **Computing Services.**
 - 141 Helpdesk tickets were issued in December – 123 of those tickets were resolved.
 - 220 calls were made to the Helpdesk in December – the average time per call was 4.14 minutes.
 - 280 laptops have been imaged and are ready for checkout.
 - The operating system on all lab classroom computers at main campus have been upgraded to Windows 11.
- **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.
 - The wireless project for certificate-based protection with Logicalis has resumed and expanded to include cloud-only devices (devices that are not stored in the local Active directory). Network Services is currently creating a certificate for cloud-only devices to connect to the wireless network automatically without user input.
 - With assistance from the database services team, the Colleague database version was upgraded over Winter Break. This upgrade will provide an update to the operating system of

the database's server. A short two-to-three-hour window will be scheduled for Colleague to be down to perform this upgrade. These upgrades are being completed to help facilitate the SaaS (Software as a Service) migration.

- Network switches were replaced in the following network closets at main campus rooms 1108, 2610, and 2704. While replacing the old switches, cables were cleaned up and managed or replaced with shorter cables for a cleaner look and easier management.

- **Computing Services.**

- 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): The project was handed over to Institutional Effectiveness after the last meeting in December. Dr. Stephen Nettles, Director of Institutional Effectiveness, and his team will proceed with the reporting process.

- 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): Continuing to work and collaborate with the functional departments to create the report.

- Business Office

- Nelnet Cashiering.

- Description: Implement the Nelnet Cashiering component for the Business Office to collect payments.
- Step(s): Finalized the Extensible Markup Language (XML) reports and prepared to configure the new card readers in the main campus Business Office, Technical Education Center, and Pioneer Career Center.

- Human Resources

- Worked with Human Resources staff members to update department and division information in Ellucian Colleague allowing the Information Services team to automate the employee web directory.

- Administrative Support

- Four vendor proposals were received for the KCKCC Request for Proposal (RFP) 24-017, Colleague utilization improvement, process mapping, and standard operating procedures (SOP) documentation. Bob Walker, Chief Information Officer, and Dr. Patrick Schulte, Vice President of Finance and Operations are in the process of reviewing the four vendor proposals.
- Six vendor proposals were received for the KCKCC Request for Proposal 24-018, Student Experience Redesign and data modeling. Bob Walker, Chief Information Officer, and Dr. Patrick Schulte, Vice President of Finance and Operations are in the process of reviewing the six vendor proposals.
- Data and Code conversion has begun in the Colleague system migration to the cloud.
- Sixteen staff members representing as many departments have been registered for E-Live, Ellucian's annual training conference.

FACILITY SERVICES – DEBBIE FANGMAN, DIRECTOR OF FACILITY SERVICES

TOP ACCOMPLISHMENTS:

- American Digital Security completed installation of access controls for the new weight room addition at the Athletics building.
- Cintas Fire completed the annual inspection and five-year internal pipe inspection/hydrostatic test at the Little Leaders of KCK childcare building.
- Facility Services assisted with setup and takedown for the annual President's Holiday Party event.
- Rigdon Flooring completed removal and installation of new carpet in Student Accessibility and Support suite.
- Removed playground equipment from the Little Leaders of KCK childcare facility playground to make way for new equipment.
- Artistic Floor Coverings completed removal and installation of new carpet in the lower level of the Continuing Education Building.
- Custodial Services completed 21 Helpdesk Tickets and assisted with 10 events in addition to daily responsibilities.
- Custodial Services completed the Centennial Hall turnover cleaning in preparation for the Spring 2025 semester.

UPCOMING GOALS FOR JANUARY 2025:

- Reduce response times to Helpdesk tickets.
- Continue to update signage and wayfinding requests from staff and faculty.
- Complete required annual alarm inspections for all campus locations.
- Complete required elevator inspections for all campus locations.
- Complete State of Kansas Fire Marshal inspection recommendations for all campus locations.
- Complete Performing Arts Center/Media Services area Stormwater review.
- Complete Panasonic/Automation Engineer Technology (AET) power upgrades requested.
- Build decorative wall in Field House from stone.
- Replace the Pin Oak trees along the Main Campus Road with new maple trees.

COLLEGE POLICE – ROBERT PUTZKE, CHIEF OF COLLEGE POLICE / JASON SIEVERS, INTERIM CHIEF OF COLLEGE POLICE

- Officer Giovanni Garcia participated in the Children's Mercy Christmas Night Lights event December 18.
- Provided parking lot control for Harvesters at the Technical Education Center on December 27.
- College Police onboarded returning officer Matt Griffin on December 22.
- College Police onboarded returning part-time officer Cameron Roland on December 22.
- A retirement celebration was held at main campus for Robert Putzke, Chief of College Police, on December 13.

Pictured: Officer Govanni Garcia participated in the Children's Mercy Christmas Night Lights event on December 18.



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

- The Wellness and Fitness Center held a Merry Fit-mas event on December 9. Refreshments were served throughout the day.
- Several participants have signed up for the Spring 2025 Goal Getters program. The program starts on January 21 and ends on May 19. The program is designed to motivate participants to set personal goals that will increase their cardiovascular fitness levels.

Pictured: Merry Fit-mas event attendees; Pam Hall, Wellness Specialist; Lian Lian, Wellness and Fitness Center Student Worker.



Dec-24				
Summary: Net Position	Nov-24	Dec-24	Monthly Change	Comments
Total Assets	\$ 173,416,827	\$ 166,619,641	\$ (6,797,186)	
Total Liabilities	\$ 43,089,766	\$ 40,949,799	\$ (2,139,967)	
Increase /(Decrease) in Net Position	\$ 130,327,061	\$ 125,669,842	\$ (4,657,219)	H1: Comparison of Monthly NP

Summary: Revenue and Expenses	Nov-24	Dec-24	Monthly Change	Comments
YTD Total Revenues	\$ 29,855,617	\$ 32,786,917	\$ 2,931,300	H2
YTD Operating Expenses	\$ 34,114,324	\$ 41,777,642	\$ 7,663,318	H3
Monthly Change in Net Revenue	\$ (4,258,708)	\$ (8,990,726)	\$ (4,732,018)	
Current Month - Burn Rate			\$ 6,705,948	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 December, net position was \$125,669,842 which was an decrease of \$4.7M over last month.
H2	The revenue for the month included \$1.9M fall tuition and fees, \$65k in auxiliary from fall housing contracts.
H3	Expenditures for the month included \$957k in construction costs per the downtown project. Salaries were \$3.7M, and operating expenses were \$1.3M.

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 DECEMBER 2024							
	BUDGET FISCAL YEAR FY 2025	YTD ACTUAL 12/31/2024	FORECAST FISCAL YEAR 2025	YTD ACTUAL 12/31/2023	VARIANCE ACTUAL TO BUDGET	YTD COMPARED TO TO BUDGET	
Operating Revenues:							
Student Tuition and Fees	\$ 10,837,608	\$ 8,816,090	\$ 10,837,608	\$ 7,965,375	\$ (2,021,518)	81.35%	
Tuition		\$ 6,421,988		\$ 5,723,971			
Student Fees		\$ 1,687,303		\$ 1,503,044			
Course Fees		\$ 706,799		\$ 738,360			
Federal Grants and Contracts	\$ 3,946,923	\$ 592,473	\$ 3,946,923	\$ 407,175	\$ (3,354,450)	15.01%	
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	\$ 2,453,437	\$ 3,323,932	\$ 2,513,978	\$ (870,495)	73.81%	
Bookstore		\$ 910,921		\$ 1,021,459			
Housing		\$ 1,542,516		\$ 1,492,519			
Other Operating Revenue	350,000	\$ 231,432	\$ 350,000	\$ 194,658	\$ (118,568)	66.12%	
Total Operating Revenues	\$ 27,767,970	\$ 15,249,433	\$ 27,767,970	\$ 12,013,131	\$ (12,518,537)	54.92%	
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	\$ 598,568	\$ 940,000	\$ 641,826	\$ (350,432)	62.72%	
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	\$ 4,352,458 ³	\$ 30,003,341	\$ 2,199,219	\$ (29,008,879)		
Transfer from Reserves - FY24 Rollovers	\$ 3,477,860	\$ 994,462	\$ 3,477,860	\$ -	\$ 14,059,623	28.59%	
Total Nonoperating Revenues	\$ 102,190,543	\$ 17,537,483	\$ 102,190,543	\$ 14,312,429	\$ (84,653,060)	17.16%	
Total Revenues	\$ 129,958,513	\$ 32,786,917	\$ 129,958,513	\$ 26,325,560	\$ (97,171,596)	25.23%	
Operating Expenses:							
Salaries & Benefits	\$ 49,103,299	\$ 21,980,153	\$ 49,103,299	\$ 21,459,919	\$ (27,123,146)	44.76%	
Contractual Services	\$ 4,092,005	\$ 1,132,311	\$ 4,092,005	\$ 1,026,914	\$ (2,959,694)	27.67%	
Supplies & Other Operating Expenses	\$ 13,600,968	\$ 8,030,989	\$ 13,600,968	\$ 7,968,492	\$ (5,569,979)	59.05%	
Contribution to Reserves	\$ 5,233,412	\$ -	\$ 5,233,412	\$ -			
Master Facility Plan Reserves	\$ 1,614,319	\$ -	\$ 1,614,319	\$ -			
Utilities	\$ 2,205,000	\$ 1,180,068	\$ 2,205,000	\$ 1,026,868	\$ (1,024,932)	53.52%	
Repairs & Maintenance to Plant	\$ 14,035,672	\$ 2,755,939	\$ 14,035,672	\$ 1,665,158	\$ (11,279,733)	19.64%	
Scholarships & Financial Aid	\$ 2,036,217	\$ 687,509	\$ 2,036,217	\$ 689,653	\$ (1,348,708)	33.76%	
Strategic Opportunities	\$ 616,420	\$ 259,880 ¹	\$ 616,420	\$ -	\$ (356,540)	42.16%	
Contingency	\$ 700,000	\$ 238,873	\$ 700,000	\$ 439,296	\$ (461,127)	34.12%	
Debt Service	\$ 3,240,000	\$ 165,000	\$ 3,240,000	\$ 145,000	\$ (3,075,000)		
Other expenses - Downtown	\$ 30,003,341	\$ 4,352,458					
Rollover from FY24 to FY25	\$ 3,477,860	\$ 994,462 ²	\$ 3,477,860	\$ -			
Total Operating Expenses	\$ 129,958,513	\$ 41,777,642	\$ 99,955,172	\$ 34,421,300	\$ (53,198,859)	39.34%	
Increase/(Decrease) in Net Revenue	\$ -	\$ (8,990,726)	\$ 30,003,341	\$ (8,095,740)	\$ (43,972,737)		
Federal Financial Aid Revolving Fund							
Federal Financial Aid Funds In		\$ 4,511,156		\$ 3,504,261			
Federal Financial Aid Funds Out to Student Accounts		\$ 3,892,094		\$ 3,596,823			
Net Effect on Current Month		\$ 619,062		\$ (92,562)			
¹ \$259,880.02 of the strategic initiative funding utilized to date for AUDI.							
² \$994,461.96 of the FY24 rollover funds spent to date; expenses reported in applicable category							
³ \$391,200.04 and \$3,961,258.22 of Other Operating Expenses and Repair & Maint to Plant for Downtown							

KANSAS CITY KANSAS COMMUNITY COLLEGE
Information Regarding Net Position
YTD DECEMBER 2024

Summary Statement of Revenue & Expenses

	FY2025 Actual	Annual Budget	FY2024 Actual	Annual Budget	FY2023 Actual	Annual Budget	FY2022 Actual	Annual Budget
Operating Revenues	\$ 15,249,433	\$ 27,767,970	\$ 12,013,131	\$ 26,799,286	\$ 6,639,642	\$ 24,861,785	\$ 9,397,110	\$ 34,420,330
Non-Operating Revenues, Net	17,537,483	102,190,543	14,312,429	78,930,292	6,683,089	64,014,032	5,185,362	57,762,262
Total Revenues	32,786,917	129,958,513	26,325,560	105,729,578	13,322,731	88,875,817	14,582,472	92,182,592
Operating Expenses	41,777,642	129,958,513	34,421,300	105,729,578	10,385,390	82,287,164	9,758,824	85,687,565
Increase/(Decrease) in Net Revenue	\$ (8,990,726)	\$ -	\$ (8,095,740)	\$ -	\$ 2,937,341	\$ 6,588,653	\$ 4,823,648	\$ 6,495,027

Summary Statement of Net Position

	YTD FY2025	YTD FY2024	Unaudited Year-End FY2024
Assets			
Transfer from Reserves - Downtown			
Current Assets	\$ 84,980,552	\$ 75,213,907	\$ 106,665,162
Noncurrent Assets	81,639,089	78,532,760	81,584,514
Total Assets	\$ 166,619,641	\$ 153,746,667	\$ 188,249,676
Liabilities			
Current Liabilities	\$ 9,174,029	\$ 9,862,333	\$ 14,752,240
Noncurrent Liabilities	31,775,770	32,898,091	31,678,660
Total Liabilities	40,949,799	42,760,424	46,430,900
Net Position	125,669,842	110,986,243	141,818,776
Total Liabilities and Net Position	\$ 166,619,641	\$ 153,746,667	\$ 188,249,676

KANSAS CITY KANSAS COMMUNITY COLLEGE							
BANK BALANCES PER GENERAL LEDGER							
FINANCIAL INSTITUTION		FUND NO.	FUND	CHECKING	INVESTMENTS	YTD 31-Dec-24	PRIOR YEAR 31-Dec-23
BANK OF LABOR		25	FEDERAL PROGRAMS	\$ 481,894		\$ 481,894	\$ 562,092
BANK OF LABOR		61	CAPITAL OUTLAY	\$ 7,313,582		\$ 7,313,582	\$ 4,195,231
BANK OF LABOR CD	¹	61	Investment		\$ -	\$ -	\$ 3,261,336
BANK OF LABOR		74	BOARD SCHOLARSHIP	\$ 1,143,890		\$ 1,143,890	\$ 559,103
LIBERTY BANK CD	²	n/a	Investment		\$ -	\$ -	\$ 510,990
COUNTRY CLUB BANK		13/14	ABE-CONT. EDUCATION	\$ 16,711		\$ 16,711	\$ 621,147
COUNTRY CLUB BANK		72	INCIDENTAL (AGENCY)	\$ 818,494		\$ 818,494	\$ 441,690
SECURITY BANK		11	GENERAL FUND	\$ 38,252,527		\$ 38,252,527	\$ 46,510,751
SECURITY BANK		15	TECHNICAL ED FUND	\$ 765,591		\$ 765,591	\$ 765,591
SECURITY BANK		16	STUDENT UNION	\$ 3,819,849		\$ 3,819,849	\$ 2,080,753
			(AUXILIARY SERVICES)				
SECURITY BANK		63	STUDENT HOUSING	\$ -		\$ -	\$ -
			(CONSTRUCTION FUND)				
SECURITY BANK CD	³	n/a	Investment		\$ 3,672,106	\$ 3,672,106	\$ 3,500,000
SECURITY BANK CD	⁵	n/a	Investment		\$ 3,770,000	\$ 3,770,000	\$ -
ACADEMY BANK CD	⁷	n/a	Investment		\$ 3,000,000	\$ 3,000,000	\$ -
COMMERCE BANK CD	Tran	n/a	Investment		\$ -	\$ -	\$ 3,077,854
UMB BANK *		17	PAYROLL	\$ -		\$ -	\$ -
UMB Bank	⁶	n/a	Investment		\$ 3,770,000	\$ 3,770,000	\$ -
TOTAL				\$ 52,612,538	\$ 14,212,106	\$ 66,824,644	\$ 66,086,538
* Payroll clearing account normally carries a \$-0- balance unless tax payment deadline falls after the close of the current month.							
¹ CD matured 12/27/23 and was redeemed, funds moved to the capital outlay account							
² CD matured 6/27/2024; was redeemed and transferred to General Fund							
³ CD matured 4/27/24 and was reinvested until 10/27/25 at 4.80%							
⁴ CD matured 2/13/2024 was redeemed and transferred to General Fund							
⁵ CD Maturity Date 8/2/2025 @ 4.44%							
⁶ 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)	(6,231,368)	2,417,818			46,896,778	51,742,113
December	3,975,743	1,788,409	(11,854,403)	(6,254,180)	(7,878,660)	(4,465,771)			39,018,118	47,276,342
January	35,838,098	35,838,098	(9,098,668)	(9,098,668)	26,739,430	26,739,430			65,757,548	74,015,772
February	8,211,776	8,211,776	(16,593,937)	(16,593,937)	(8,382,161)	(8,382,161)			57,375,387	65,633,611
March	3,861,571	3,861,571	(8,577,628)	(8,577,628)	(4,716,057)	(4,716,057)			52,659,330	60,917,554
April	6,708,893	6,708,893	(8,342,893)	(8,342,893)	(1,634,000)	(1,634,000)			51,025,330	59,283,554
May	3,205,249	3,205,249	(7,173,247)	(7,173,247)	(3,967,998)	(3,967,998)			47,057,332	55,315,556
June	23,162,265	23,162,265	(18,641,246)	(18,641,246)	4,521,019	4,521,019			51,578,351	59,836,575
Totals	119,860,776	118,665,728	(128,046,967)	(115,723,099)	(8,186,191)		(72,033)	(77,186)		
Bold = Actual										
	38,872,924		(59,619,348)							
GL Balance	General Fund	\$ 38,252,527								
	TEC Fund	\$ 765,591								
		\$ 39,018,118								

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Summary
YTD December 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	¹	3/1/2014	5/1/2029	\$8,045,000	\$4,025,000	4/1/2026	\$1,320,000	\$681,540	\$41,540	\$680,000
	²	3/1/2020			\$11,095,000	4/1/2029	\$4,015,000	\$2,125,600	\$160,600	\$2,050,000
	³	3/1/2020			\$4,270,000	4/1/2029	\$3,740,000	\$562,610	\$92,610	\$3,270,000
Revenue Bond Oblig	⁴	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>

¹ Energy Efficiency Renovations

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

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

⁴ Student Housing

Inflows	Outflows
<ul style="list-style-type: none"> • Sales • Loans • Investments • Grants • Donations • Interest Income • Dividends • Royalties • Capital Gains • Other Income 	<ul style="list-style-type: none"> • Operating Expenses • Debt Repayment • Dividends • Capital Expenditures • Research and Development • Marketing • Salaries and Wages • Rent • Utilities • Insurance • Taxes • Other Expenses

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ELECTRICAL USAGE

DATE	KWH	DOLLARS	CENTS	DATE	KWH	DOLLARS	CENTS
			PER KWH				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
year 2019	6,188,892	\$852,891	13.84	year 2020	5,355,424	\$789,932	14.94
1/28/2021	581,940	\$75,663	13.00	1/31/2022	678,586	\$89,277	13.15
2/25/2021	664,720	\$76,586	11.52	2/25/2022	585,600	\$81,504	13.91
3/30/2021	568,580	\$73,401	12.90	3/30/2022	624,643	\$80,879	12.94
4/29/2021	516,220	\$64,693	12.53	4/28/2022	521,442	\$76,167	14.60
5/27/2021	446,300	\$57,583	12.90	5/31/2022	527,597	\$74,075	14.04
6/29/2021	529,020	\$58,806	11.11	6/29/2022	571,473	\$75,749	13.25
7/29/2021	484,980	\$61,788	12.73	7/28/2022	453,355	\$70,775	15.61
8/31/2021	551,720	\$70,049	12.69	8/30/2022	619,347	\$83,785	13.52
9/29/2021	521,420	\$68,641	13.16	9/29/2022	511,384	\$83,310	16.29
10/31/2021	522,405	\$70,567	13.50	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
year 2021	6,429,950	\$820,797	12.80	year 2022	6,876,815	\$969,094	14.18
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	12/30/2024	<u>688,247</u>	<u>\$86,735</u>	12.60
year 2023	6,418,386	\$951,268	14.88	year 2024	6,634,847	\$926,482	14.06



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 JANUARY'25

Dr. Fabiola Riobé

Executive Summary for the Board of Trustees
January 2025
Dr. Fabiola Riobé, Vice President
Educational Innovation and Global Programming

The Educational Innovation and Global Programming (EI&GP) Division is proud to present this update on its contributions to the college's strategic priorities: Student Success (SS), Quality Programs and Services (QPS), Employee Engagement (EE), and Community Engagement (CE). Through the collaborative efforts of its five departments-Adult and Continuing Education (ACE), High School Partnerships (HSP), International Scholar Services and Global Programming (ISS&GP), Online Education Services (OES), and Workforce Innovation (WFI) -the division continues to foster innovation and excellence in education.

Student Success (SS)

- Adult and Continuing Education: General Education Diploma (GED) testing resumed on January 14, 2025, with three successful completions at Lansing Correctional Facility.
- High School Partnerships: The Genius platform streamlined enrollment for 1,169 students, enhancing access and efficiency.
- International Scholar Services and Global Programming: Supported 36 students with advising, mental health referrals, and a Yale University internship opportunity.
- Online Education Services: Achieved a 22.16% growth in online enrollment from Spring 2023 to Spring 2025, with 1,863 students currently enrolled.
- Workforce Innovation: Graduated 16 trainees across industrial maintenance and United States Postal Services (USPS) welding programs, preparing them for workforce demands.

Quality Programs and Services (QPS)

- Adult and Continuing Education: Submitted the Workforce Innovation and Opportunity Act (WIOA) Title II application, enhancing adult education offerings.
- High School Partnerships: Integrated Genius with Information Technology (IT) systems, improving program efficiency.
- Online Education Services: Enhanced Blackboard tools with advanced Artificial Intelligence (AI) features and revitalized Open Education Resources (OER) initiatives to reduce textbook costs.

- Workforce Innovation: Finalized a registered apprenticeship program and strengthened transfer pathways with Kansas State University.

Employee Engagement (EE)

- Adult and Continuing Education: Celebrated two staff members earning Pearson VUE certification.
- High School Partnerships: Provided professional development to support Genius platform initiatives.
- International Scholar Services and Global Programming: Increased employee involvement through participation in college committees.
- Online Education Services: Fostered cross-departmental collaboration with training opportunities.

Community Engagement (CE)

- Adult and Continuing Education: Partnered with The Learning Club and Youth Ambassadors to expand engagement opportunities.
- High School Partnerships: Collaborated with Piper High School to align KCKCC courses with high school pathways.
- International Scholar Services and Global Programming: Supported international students with snack packs during finals week.
- Workforce Innovation: Conducted 29 student tours, engaging 589 participants, visiting 22 employers, and awarding \$14,500 in scholarships.

The EI&GP Division remains steadfast in its commitment to delivering innovative programming, forging strategic partnerships, and supporting the college's mission. These efforts drive student success, enhance program quality, and strengthen our engagement with both employees and the community.

Respectfully submitted,

Dr. Fabiola Riobé

Vice President, Educational Innovation and Global Programming

Adult and Continuing Education

Richard Wallace, Director of Adult and Continuing Education

Enrollment Data

Enrollment_Data_Overview_with_Totals

Program	Enrollments	Waitlist
Ed2Go Enrollments	6	0
GED (Main Campus)	21	0
GED (Pioneer Career Center)	6	0
ELA Morning Classes	48	0
ELA Evening Classes (Waitlisted Students)	50	15
Total New Enrollments	131	N/A

Student Success

- **GED Testing:** No GED tests administered after December 19, 2024. Testing resumed on January 14, 2025, following the Winter Break.
- **Lansing Correctional Facility (LCF) GED Testing:** Three students were tested on December 19, 2024:
 - **GED Completion:** One student completed their GED.
 - **Exam Success:** Two students successfully passed their exams.

Quality Programs and Services

- The Adult and Continuing Education team has completed the Kansas Workforce Innovation and Opportunity Act (WIOA) Title II Adult Education and Family Literacy (AEFLA) application, which is currently under review for submission by January 31, 2025.

Employee Engagement

Congratulations to Mike Reynolds and Stephanie Prichard!

- Mike Reynolds and Stephanie Prichard have achieved certification as Pearson VUE Test Administrators.
- Stephanie Prichard tested three students at Lansing Correctional Facility (LCF) on December 19, 2024.
- Mike Reynolds will begin administering GED tests on Fridays once the newly hired GED instructors, John Hewitt and Lisa Pierce, start on February 1, 2025.

Community Engagement

- **Coordinated with The Learning Club:** Secured Continuing Education Building (CEB) rooms for community events on January 17, February 21, and March 28, 2025. The Learning Club continues to strengthen ties with KCKCC by sending students to the Kids on Campus Summer Camps.
- **Scheduled Youth Ambassadors Spring Program:** Finalized plans for Parent Orientations at KCKCC on January 18 and January 25, 2025. Program sessions will run from February 8 to April 12, 2025.
- **Engaged with Great Jobs Kansas City (GJKC):** Held discussions on December 19, 2024, to explore expanding non-credit programming opportunities for GJKC participants.

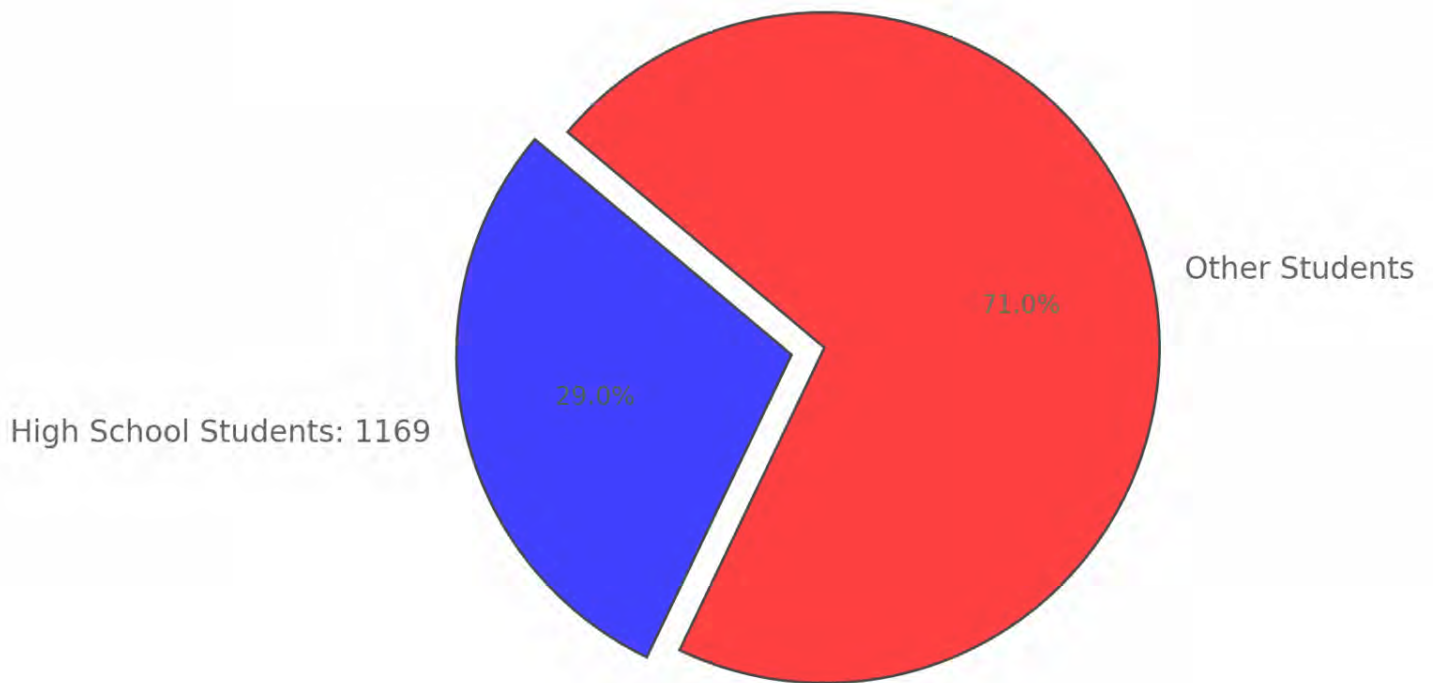
High School Partnership

Julius Brownlee, Assistant Director of High School Partnership

Enrollment Data

- High School Partnership (HSP) tracks enrollment in dual and concurrent programs at 29% of total college enrollment.
- Presently 1,169 students are enrolled in HSP offerings.
- **Recruiting Events and Presentations:** To facilitate engaging with high schools to promote academic programs, strengthen partnerships, and inform students about educational and career opportunities at KCKCC, the HSP Team has planned upcoming events in the local schools.

Spring 2025 Student Enrollment Breakdown at KCKCC



Student Success

- **Streamlining High School Enrollment:** The High School Partnership (HSP) program is revolutionizing the enrollment process by implementing the Genius platform, creating a quicker, smoother, and more transparent experience for students.

Quality Programs and Services

- **Collaborating with Key Teams:** Partnering with IT and Online Student Services, the program will verify and update data fields over the coming months to ensure seamless integration with Ellucian Colleague.
- **Enhancing Efficiency and Support:** The Genius platform marks a significant step in improving student support and operational efficiency within the High School Partnership program.

Community Engagement

High School Partnership and KCKCC delegation to Piper High School.

- **Visited Piper High School:** On December 17th, Julius Brownlee, Assistant Director of High School Partnerships along with, Dr. Fabiola Riobé, Vice President of Educational Innovation and Global Programming, Dr. Scott Balog, Executive Vice President, Donald Smith, Dean of Career and Technical Education, and Annette Ferrell, Early Childhood Education Instructor-Program Coordinator, met with Superintendent Dr. Jessica Dain to explore educational collaboration opportunities.
- **Aligned Course Offerings:** Advanced efforts to align KCKCC courses with Piper's Public Service Pathway to enhance academic offerings and support career-focused learning.
- **Explored Concurrent Teaching:** Initiated discussions with Piper faculty to implement concurrent teaching opportunities, broadening access to college-level courses.
- **Strengthened Student Opportunities:** Focused on increasing credit options, boosting degree and certification completions, and enhancing enrollment and persistence through stronger educational pathways.
- **Expanded Collaboration:** Reinforced commitment to providing real-world learning experiences and seamless transitions for Piper High School students.

International and Immigrant Student Services & Global Programming (ISS&GP)

Dr. Candice M. Scott, Assistant Director of International and Immigrant Student Services

Enrollment Data

Student_Visa_Holder_Overview

Category	Number of Students
Active Student Visa Holders	69
Transfers Out	-2
Transfers In (Spring 2025)	16
New Student Visa Holders (Spring 2025)	5
Total Student Visa Holders (Spring 2025)	88

- **Active Visa Holders:** Currently, there are 69 active student visa holders, with this number expected to increase based on incoming data.
- **Student Transfers:** Two students transferred out, with one attending Minnesota State University Moorhead and the other MidAmerica Nazarene University.
- **Incoming Transfers:** Sixteen approved student visa holders are transferring into KCKCC for Spring 2025, not yet included in the current total.
- **New Visa Holders:** Five students have received their visa for the first time and will arrive in the United States before classes begin.
- **Ongoing Application Processing:** Enrollment numbers are projected to grow as application processing continues.

Student Success

- **Advised International Students:** Assisted 36 students who visited the international office in December for academic advising.
- **Provided Mental Health Support:** Referred three students to the Counseling Center to address challenges stemming from turmoil in their home countries impacting their academic performance.
- **Facilitated Internship Opportunities:** Collaborated with Dr. Ed Kremer, Dean of Math, Science and Computer Technology, and Professor Tyrun Flaherty, Assistant Professor-Biology, to help a student visa holder secure a paid summer internship at Yale University.
- **Hosting International New Student Orientation:** Scheduled for January 17th from 9 a.m. to 2 p.m., providing essential resources and support to help new international students transition successfully.

Quality Programs and Services

- **The Department Ensures Prompt Communication:** The team responds to emails within two business days to maintain efficient and timely support for students and stakeholders.

Employee Engagement

- **Enhancing Employee Engagement:** The ISS&GP team actively contributes to employee engagement by serving on various KCKCC committees, including Scholarship Review, Professional Development, New American Open House, International Education, and Education Abroad.

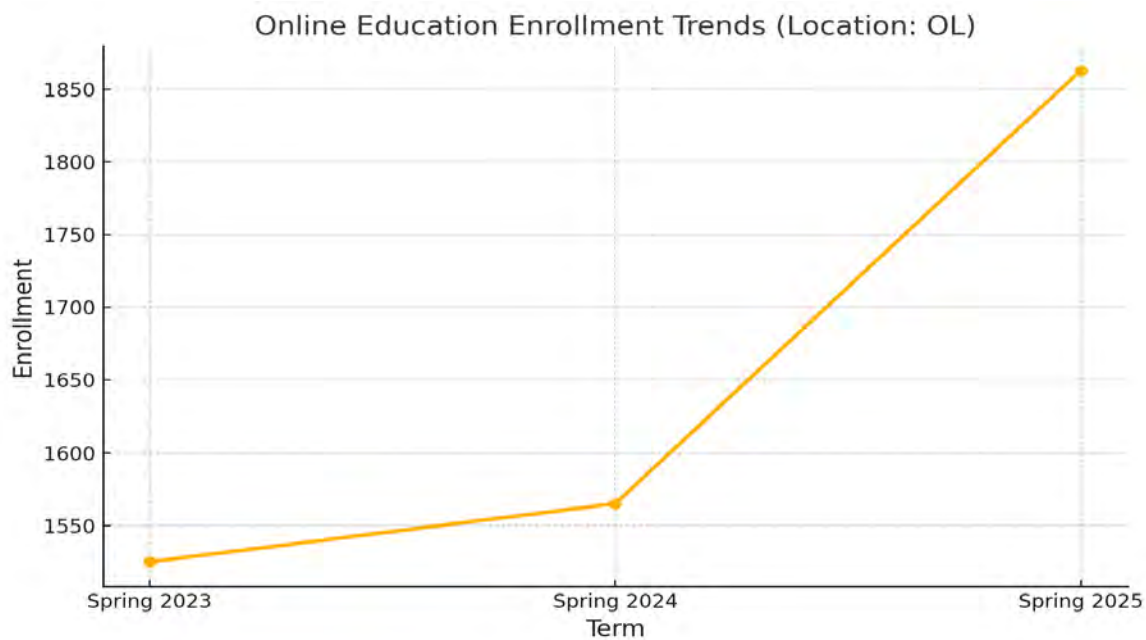
Community Engagement

- **Supported International Students:** Spirit and Truth Worship Center donated 50 snack packs to international students during finals week, providing encouragement and sustenance during a critical time.

Online Education Services

Susan Stuart, Director of Online Education Services

Enrollment Data



- **Spring 2023 Enrollment:** 1,525 students enrolled in online courses.
- **Spring 2024 Enrollment:** Increased to 1,565 students (+2.62%).
- **Spring 2025 Enrollment:** Reached 1,863 students, reflecting a significant rise (+19.04%) from Spring 2024.

- **Overall Growth (Spring 2023 to Spring 2025):** Enrollment grew by 338 students (+22.16%).

Student Success

- **Advancing Genius Implementation:** Developing branded sites tailored for high school partners to streamline enrollment and enhance collaboration.
- **Supporting Global Programming:** Assisted the Office of Global Programming in creating tailored modules to support international students effectively.

Quality Programs and Services

- **Processed Support Tickets:** Resolved 218 tickets in December, primarily addressing instructor needs related to grades and course alignment to enhance course quality and student completion rates.
- **Enhanced Blackboard Functionality:** Implemented new artificial intelligence features for instructors, including role-play, Socratic questioning, and advanced page design, complementing existing tools like AI-generated graphics, Bloom's Taxonomy-based test questions, and AI-supported course design.
- **Restructuring OER Committee:** Collaborating with multiple college groups to revitalize the Open Educational Resources (OER) committee, promoting the adoption of low- or no-cost textbooks to reduce financial burdens for students.

Graphic: AI Conversation/Role Play in Blackboard. In this instance, the AI personality is a long-term drug addict talking with a student who is acting as his coach.

AI Conversation


0 points

Conversation Type
Role play

Topic
This scenario will be shown to the student to set context.

You are providing counseling to Martin, who is a long term herione addict and had been in and out of rehab for 20 years. He has currently been sober for the last 7 months. After his last stay in rehab, he has been trying to re-establish relationships with his estranged wife and teenaged children. He is struggling with staying sober. How would you advise him in this situation.

AI Persona



Martin
Long term drug addict who is 7 months sober but is dealing with the stress of reestablishing his life.

Reset chat

Hi, my name is Martin. My responses are generated by AI and therefore may have bias or not be accurate. Please share your initial thoughts on the topic...

Good afternoon Martin. How as your recovery been going?

Good afternoon. Recovery has been a tough road, honestly. Seven months sober feels like a lifetime, but the cravings and memories of using still creep in—especially when stress hits. It's been challenging trying to reconnect with my wife and kids; I feel like I'm walking a tightrope between wanting to fix things and not overloading myself. How do you think I can keep building those bridges while staying focused on staying clean?

Send

Reflection Question

1 point

In what ways did the conversation advance your understanding of the topic?

Students can use the editor to answer

Graphic: AI Generated assignment using Bloom's taxonomy.

The screenshot shows a web interface titled "Auto-Generate Assignment". On the left, under "Define the assignment", there is a "Description" field with the text "Identifying Bias, Ethics, and Impact of Machine Learning". Below this is a "Select course items" button. Further down is a "Desired cognitive level" dropdown menu set to "Evaluate". Below that is a "Complexity" slider ranging from "Low" to "High", with a purple marker positioned towards the "High" end. There is a checkbox labeled "Generate assignment title" which is checked. Under "Advanced options", there is an "Output language" dropdown menu set to "English, American - English (American)". At the bottom left is a "Generate" button. On the right side of the interface, there are three assignment prompts, each with a checkbox and a description:

- ☐ **Exploring Bias in Machine Learning Systems**
For this assignment, you will explore how bias can inadvertently creep into machine learning systems, potentially affecting their outcomes. Begin by researching a specific case study where bias has impacted a machine learning application in the real world. This could involve algorithms used in hiring, law enforcement, or healthcare. As part of your submission, create a detailed infographic that highlights the key findings of your case study, including statistics that quantify the biases observed. In addition, evaluate the broader ethical implications of such biases on society. Discuss how these biases may affect marginalized groups and propose potential solutions to mitigate bias in machine learning processes. Your submission should not only present the information clearly but also encapsulate your critical analysis of the issue.
- ☐ **Ethical Considerations in AI Development**
In this assignment, you will examine the ethical implications of developing artificial intelligence systems, focusing specifically on the responsibilities of developers in ensuring fairness and transparency. Write a reflective essay regarding a recent AI technology trend (such as facial recognition or predictive policing) and its potential consequences. Consider including personal experiences or insights from industry professionals by conducting an informal interview with someone working in the AI field. This can help provide real-life perspectives on the ethical challenges they face. Incorporate a reference list of sources you consulted during your research to strengthen your arguments. Your essay should encourage readers to critically assess how AI can be developed ethically while addressing societal concerns related to privacy, discrimination, and accountability.
- ☐ **Impact Assessment of Machine Learning Applications**
For this assignment, you are tasked with conducting an impact assessment of a specific machine learning application. Choose an area such as healthcare, finance, or education, and analyze the positive and negative effects of machine learning in that sector. Create a presentation that summarizes your findings, which should include both quantitative data and qualitative insights. To add depth, consider crafting a mock scenario that illustrates how an individual might interact with this machine learning application, highlighting both the benefits and potential pitfalls. As you prepare your presentation, reflect on the broader societal implications of machine learning in this context and evaluate how it can be optimized for better outcomes. Don't forget to cite your sources and provide a well-organized reference list within your presentation.

Employee Engagement

- **Expanding Knowledge Repository:** OES is enhancing its knowledge repository while providing cross-training opportunities across departments to support the Genius implementation.
- **Fostering Collaboration:** Actively collaborating with Student Success, Information Technology, and multi-disciplinary teams, including the Informational Technology core team and the Instructional Technology Committee, to drive institutional innovation and efficiency.

Community Engagement

- **Supporting Community Outreach:** Partnered with Continuing Education, Workforce Development, and High School Partnerships to enhance outreach efforts with community groups, focusing on micro-credentialing initiatives and improving partner access.

Workforce Innovation

Jack Henderson, Executive Director of Workforce Innovation

Enrollment Data

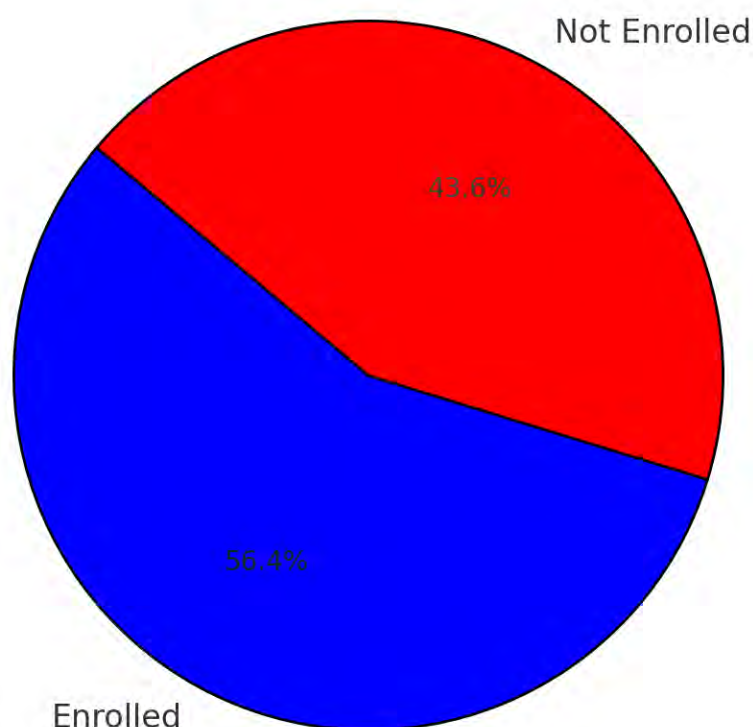
Career Pathway Student Tours [Partnerships with Wyandotte Economic Development Council (WYEDC), Federation of Advanced Manufacturing (FAME), and Kansas City Kansas Community College (KCKCC)]. Program has existed for three years. To date:

Career_Pathways_Tour_Summary

Category	Value
Total Students Participated in Tours	589
Total Tour Dates	29
Employers Visited	22
Scholarships Awarded (\$)	14500
Students Applied to KCKCC	204
Students Enrolled in KCKCC	115

- **Student Participation:** 589 students participated in 29 tours.
- **Employer Visits:** Students visited 22 different employers during these tours.
- **Scholarships Awarded:** KCKCC awarded \$14,500 in scholarships.
- **Applications:** Of the participating students, 204 applied to KCKCC programs.
- **Enrollments:** 115 students enrolled in programs at KCKCC.
- **Overall Enrollment Rate:** 56.37%.

Overall Enrollment Distribution (2022-2025)



Student Success

- **Celebrated Industrial Maintenance Technician Graduates:** Seven students earned their certificates of completion.
- **Concluded United States Postal Service (USPS) Customized Welding Training:** Nine students successfully completed the program on December 5th.

Quality Programs and Services

- **Explored Transfer Collaborations:** Dr. Jack Henderson and Dr. Craig Shroader, Executive Director for Applied Learning at Kansas State University, discussed aligning transfer students' experiential learning between KCKCC and KSU.
- **Finalized Apprenticeship Program Details:** Dr. Jack Henderson and Ashley Irvin, Associate Dean of Career and Technical Education, finalized the structure of a registered apprenticeship program.

Employee Engagement

- Hosting a webinar on January 16th to engage academic divisions in registered apprenticeships.
- Coordinating the FAME Open House on February 27th from 5 to 7 PM to promote program opportunities.

Community Engagement

- **Honored Training Program Graduates:** Rich Piper served as the guest speaker at the Fort Leavenworth Disciplinary Barracks Significant Accomplishment Award Ceremony, recognizing 87 students for completing various training programs.
- **Fostered Workforce Partnerships:** Dr. Jack Henderson attended the Unified Government's Holiday Party to establish new connections and explore customized training opportunities for workforce innovation.



Marketing and Institutional Image Division

Kris Green, Vice President of Marketing and Institutional Image

January 21, 2025

Summary

“The 4 Disciplines of Execution” (4DX)

The Marketing and Institutional Image (MII) Division has two wildly important goals (WIGs). This month the Marketing WIG moved forward as the Vice President of Marketing and Institutional Image (VPMII) presented the preliminary website design to the President’s Cabinet, employees and students. The support services teams work toward a customer service WIG with the goal to maintain a 3.5 out of 4.0 customer service rating. For the past month they reported a 4.0 rating.

Student Success

The VPMII worked with enrollment management teams to promote the spring semester start through text messaging, email, radio and digital advertising. The VPMII continues to co-lead the implementation of Archer Education’s two services: Captivate, which focuses on the prospect to admitted stage of enrollment management, and Commit, which focuses on the admitted to enrolled phase. Both systems are operational and enhancing communication with each student group.

The MII Division also promoted the new Free Application for Federal Student Aid (FAFSA) for Fall 2025 with the help of Financial Aid and Federal TRIO Grant Program staff.

Quality Programs & Services

The MII team continues to promote academic programs through the website redesign with the goal to create web pages for every academic program. The team continued to write more than 10 programs in the last month. In addition, the MII team is completing banners for the Career and Technical Education Division, High School Partnerships and others.

Community Engagement

The VPMII updated Fast Facts and worked with the President’s Office to prepare for the February visit to Washington, D.C. The VPMII continues to work with the Board of Trustees Community Engagement Committee and provides KCKCC materials to its members to use in the community.

Enrollment Marketing

The VPMII worked with Archer Education to fine-tune the Commit portal experience. This experience sends admitted students an email invitation to join the portal. The portal provides brief surveys to help direct students to information. In addition, students have videos and text which give details on all the enrollment steps necessary to be prepared for starting the next semester. Students also receive more than 10 personalized email and text communications encouraging enrollment. This service is live and helping students enroll for the Spring 2025 semester.

KCKCC invested in a radio campaign in addition to an increased digital marketing campaign for December and January.

Marketing communicated with students via text and email in December. For the text campaign, 6.2%, or 180 of 2,855 students, interacted with the campaign. The email campaign resulted in a 60% open rate, or 1,695 of 2,907 students. Emails were also sent the week before classes began, highlighting late enrollment opportunities.

Digital Design and Photography

The Web Administrator created two graphics for the website and social media. He also created an animated version of the president's holiday card. Marketing photographed the President's Holiday Party in December.

End-of-Term Graphic



Winter Break Graphic



President's Holiday Party

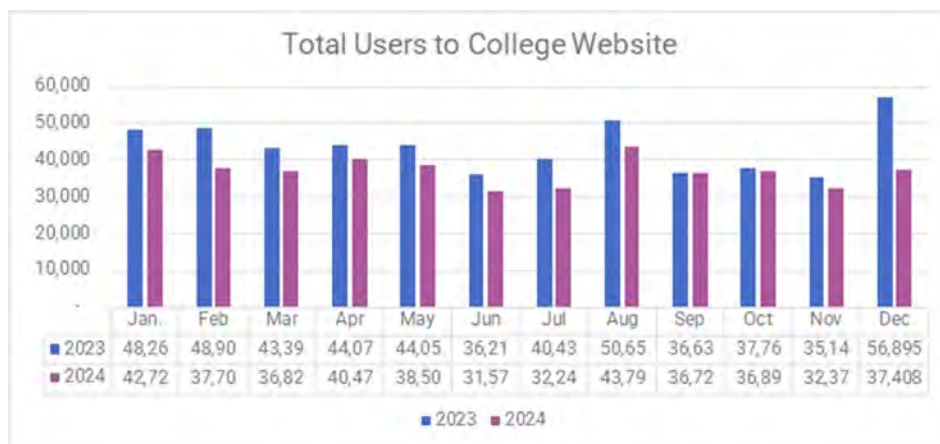


Web Services

Web Services published information on the college closing for winter break. The department continued to work on the new college website.

The website redesign is a 4DX project for the marketing team. This month the VPMII completed review sessions with Cabinet, employees and students on the web redesign research and preliminary design. The MII team members wrote more than 10 academic program pages this last month.

KCKCC continues to see an incremental increase in website usage between September and December. The difference in traffic from 2023 and 2024 is one reason the team is redesigning the KCKCC website to be more student focused.



Top five most visited web pages in December:

1. Degrees and Certificates
2. 2024 - 2025 Academic Calendar
3. Steps to Enrollment
4. Enroll Now Marketing Landing Page
5. Class Schedule

Graphic Design

Jessica Cornelison joined the MII Division as a Graphic Designer on January 6. She has many years of experience in graphic design and previously worked at UMKC and Sprint/T-Mobile. The division continues to work toward filling two open positions for a Content Specialist and Multimedia Designer.

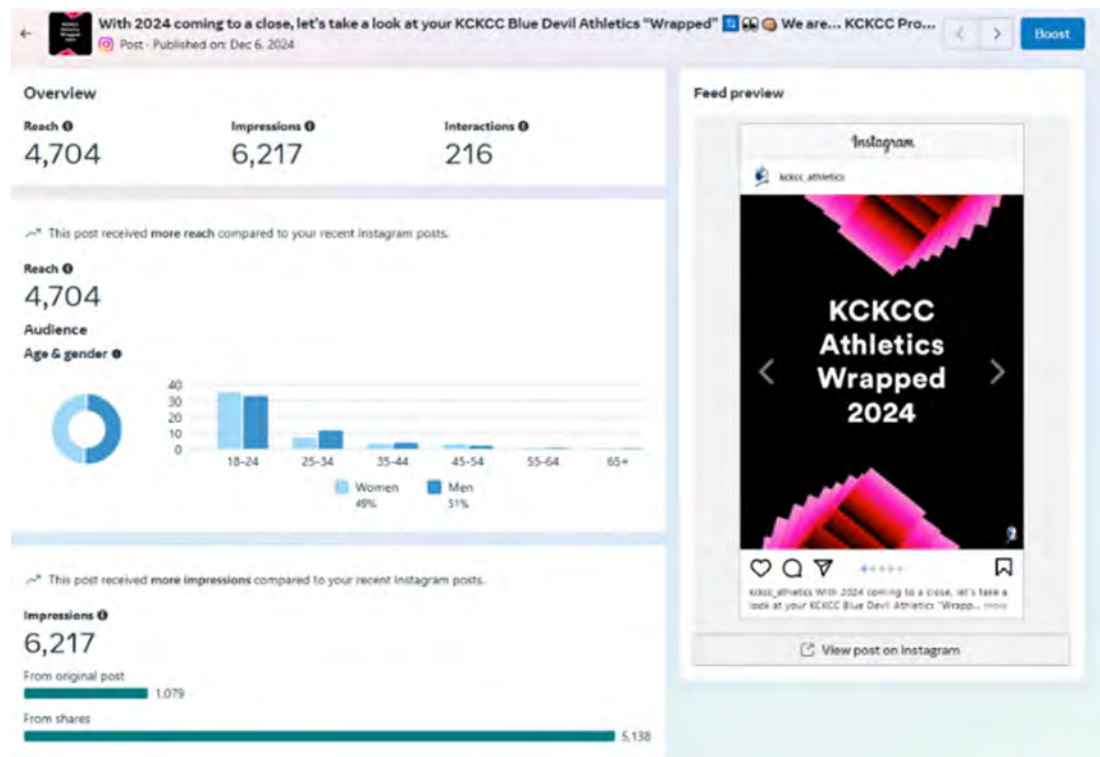
Social Media

Social media likes/followers increased on the college's main Facebook and Instagram accounts. Facebook gained 57 combined likes and followers while Instagram increased to 2,337 followers. Due to winter break and the holidays, social media reach declined on Facebook and Instagram. Social media reach also decreased on the Athletics Facebook and Instagram accounts. X (formerly Twitter) no longer provides analytics without a paid account.

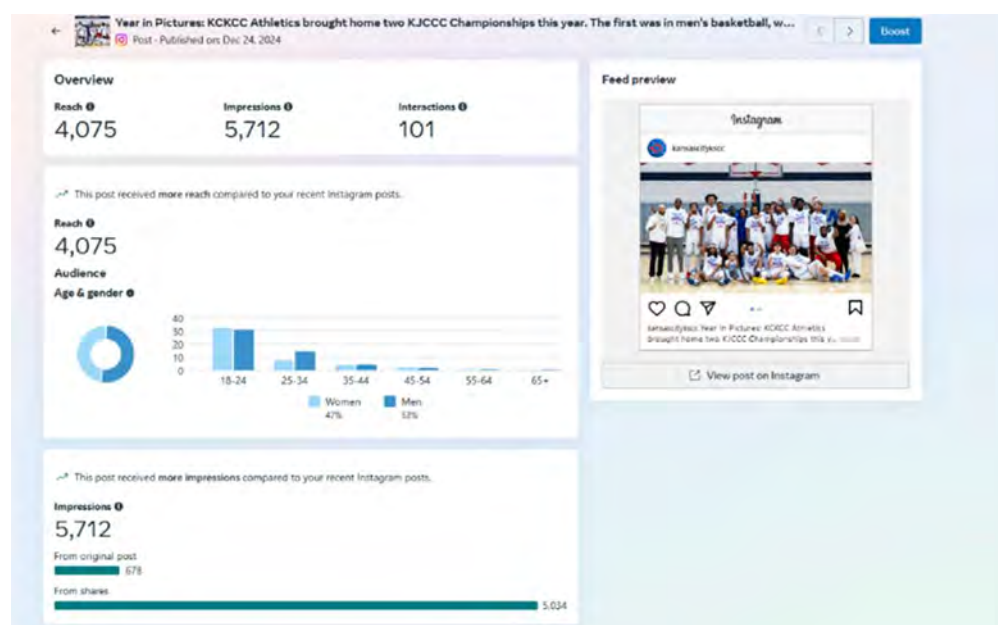
The college's Public Information Manager launched *A Year in Pictures*, a new social media series over winter break. Each day an event or moment from 2024 was highlighted, allowing the community to look back on the year while providing content for social media while the college was closed. The most successful post of the month for the college's main social media pages came from this series. It celebrated KCKCC's two conference championships. The post was shared 22 times, with a reach of 4,100.

KCKCC's Athletics and Activities Media Specialist created a *KCKCC Athletics Wrapped* graphic in December, highlighting the year in Athletics. It was the most successful post on either the Athletics or main KCKCC accounts in December.

KCKCC Athletics Wrapped Post



A Year in Pictures Conference Champions Post



Marketing posted about the annual KCKCC Candle Lighting Ceremony, which featured a performance from M-PACT this year.



Support Services

Events and Scheduling, Media Services and Print Shop are part of a 4DX team focused on customer service. For the month of December, the team received 18 surveys and maintained a 4.0 customer rating, the highest possible rating. This exceeds their 4DX goal to maintain a 3.5 rating.

Events and Scheduling hosted 35 external events in December and waived \$8,666.31 in fees to Wyandotte County residents and nonprofit organizations.

Media Services live-streamed events, meetings and athletic events, and produced video editing and recordings of projects around campus and in the community. Wayfinding and digital advertising via the televisions around campus continued to be updated.

Virtual meetings recorded included the Board Finance Committee meeting and the Board Community Engagement Committee meeting. Live streaming included the 2024 Nursing Pinning Ceremony, the Board of Trustees meeting and athletic events for the men's and women's basketball teams.

Video editing and recordings included a video for the 2024 Nursing Pinning. Various jazz concerts were recorded around the community to be played on the college's YouTube and cable channels.

Print Shop produced programs for the 100th Candle Lighting Ceremony and Health Professions winter graduation programs. The Print Shop is supporting faculty and the semester start through the production of classroom materials, support documents and syllabi.



Kansas City Kansas Community College Board of Trustees

Ethical Conduct Policy

General Statement of Trustee Duties:

Trustees individually owe certain duties to Kansas City Kansas Community College and its stakeholders, and generally shall discharge their duties: (a) in good faith; (b) with the care that a reasonably prudent person in a like position would exercise under similar circumstances; and (c) in a manner he/she reasonably believes to be in the best interests of the organization.

Trustees are expected to prepare for, attend and participate in all Board and applicable committee meetings, and to spend the time needed to meet as often as necessary to properly discharge their obligations. Each Trustee is obligated to attend Board meetings regularly. Whenever possible, a Trustee shall give advance notice to the Chairperson of the Board of Trustees or the President of the College if the Trustee will be unable to attend a Board meeting or other related obligation.

Authority of Individual Trustees:

The Board believes that College Administration (management) speaks for the College. Individual Trustees may occasionally meet or otherwise communicate with various constituencies that are involved with the College, but it is expected that Trustees would do this with the knowledge of the College Administration and, in most instances, absent unusual circumstances, only as contemplated by committee charters.

The authority of individual Trustees is limited to participating in actions taken by the Board as a whole when legally in session. Trustees shall not assume responsibilities of college administrators or other staff members. The Board or staff shall not be bound in any way by any action taken or statement made by any individual Trustee except when such statement or action is pursuant to specific instructions and official action taken by the Board.

I. Duty of Loyalty/Conflicts of Interest

Trustees owe a duty of undivided and unqualified loyalty to the College. Trustees must act in good faith with the best interest of the institution in mind. The conduct of a trustee must, at all times, further the institution's goals and not the member's personal or business interests. Accordingly, Trustees should not have any personal or business interest that may conflict with their responsibilities to the institution. A Trustee should avoid even the appearance of impropriety when conducting the institution's business. Acts of self-dealing constitute a breach of fiduciary responsibility that could result in personal liability and removal from the board.¹

¹ The laws governing recall of local elected officials are set forth in K.S.A. 25-4318 through 25- 4331

The purpose of the policy set out below is to provide principled boundaries and guidance for the effective, fair, legal and reasonable participation of the Kansas City Kansas Community College Board of Trustees in circumstances where real or perceived conflict of interest may exist.

Definition and Criteria:

a) No member of Kansas City Kansas Community College Board of Trustees shall knowingly:

1. Engage in any business or transaction with, or have a financial or other personal interest, direct or indirect, in the affairs of the College (A) that would result in a financial benefit of a nominal or incidental amount to the Trustee or relative of such person, or (B) which would tend to impair his/her independence of judgment or action in the performance of official duties.
2. Engage in or accept private employment or render services for private interests when such employment or service is incompatible with the proper discharge of his/her official duties or would tend to impair his/her independence of judgment or action in the performance of his/her official duties.
3. Disclose information or use information, including information obtained in executive session concerning the property, government, or affairs of the College or any office, or department thereof, not available to the general public and gained by reason of his/her official position for his/her personal gain or benefit, or to advance his/her financial interests or that of any other person or business entity.
4. Represent private interests in any action or proceeding against KCKCC or any office, department, or agency thereof.
5. Vote or otherwise participate in the negotiation or the making of any contract with any business or entity which he/she, or his/her relative, has financial interest.
6. Solicit, accept, or agree to accept gifts of more than \$100.00, loans, gratuities, discounts, payment, or services from any employee, person, firm, or corporation that to his/her knowledge is interested directly or indirectly in any manner whatsoever in business dealings with KCKCC or any office, department, or agency thereof; provided, however, that a Trustee who is candidate for public office may accept campaign contributions and services with any campaign.
7. Vote or otherwise participate in an appointment, employment, or promotion decision related to anyone he/she knows or should know would create a direct or indirect monetary benefit or economic opportunity for himself/herself.
8. Sell, solicit, or offer for sale, to the Board or to any official or employee of the College, directly or indirectly, real estate, textbooks, or like materials and supplies, nor receive any salary, bonus, or commission on any such sales.

b) Section (a) (1) through (8) shall not apply to the following:

1. Contracts let after competitive bidding has been advertised for by published notice; and
2. Contracts for property or services for which the price or rate is fixed by law.

c) The Kansas City Kansas Community College Board of Trustees may not:

1. Employ a Trustee for any position at KCKCC.
2. Do business with a partnership or corporation partially owned by a Trustee.
3. Do business with a bank or financial institution where a Trustee is an employee, stockholder, Trustee, or officer when such Trustee owns 30 percent or more stock in that institution.

d) Disclosure Requirements:

1. Pursuant to KSA 75-4304 et. seq., any Trustee who has a financial interest in any contract or matter pending before the Board shall disclose such interest, in writing, and such disclosure shall be entered on the records of the Board.²
2. Prior to January Board meeting (December BOT) each year, Trustees shall disclose the identity of any relative, as defined herein, employed by KCKCC, to the Secretary of the Board of Trustees on such form as prescribed by the Board.
3. Each Trustee of the Board shall disclose by December 21 of each year (through a written report to be maintained by the Secretary of the Board of Trustees for inspection) the source, nature, and amount of any income or other item of value received by that Trustee or any of his/her relatives directly or indirectly from KCKCC itself, any KCKCC employee, or any entity doing business or seeking to do business with KCKCC.

The disclosure of any salary received by a Trustee or his/her relative from KCKCC or any entity doing business with KCKCC may be accomplished by naming the entity and position held by the Trustee with such entity.
4. Trustees shall provide full documentation in the form of receipts (or other evidence of payment in accordance with accepted accounting practices) or a daily mileage log for any expenses for which reimbursement is requested from KCKCC.

² K.S.A. 75-4304 provides:

- (a) No local governmental officer or employee shall, in the capacity of such an officer or employee, make or participate in the making of a contract with any person or business by which the officer or employee is employed or in whose business the officer or employee has substantial interest.
- (b) No person or business shall enter into any contract where any local governmental officer or employee, acting in that capacity, is a signatory to or a participant in the making of the contract and is employed by or has a substantial interest in the person or business.
- (c) A local governmental officer or employee does not make or participate in the making of a contract if the officer or employee abstains from any action in regard to the contract.
- (d) This section shall not apply to the following:
 - a. Contracts let after competitive bidding has been advertised for by published notice; and
 - b. Contracts for property or services for which the price or rate is fixed by law.
- (e) Any local governmental officer or employee who is convicted of violating this section shall forfeit the officer or employment.

e) A violation of this Conflict of Interest and Disclosure Requirements policy may constitute misfeasance, malfeasance, or nonfeasance in office and may subject the Trustee to suspension or removal from office in accordance with Kansas law and other legal provisions

f) As used in this policy, the word “relative” shall mean an individual who is related to the Trustee, appointed officer, or employee as father, mother, son, daughter, brother, sister, husband, wife, grandfather, grandmother, grandchild, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, any other relative living in the household of the Trustee, appointed officer, or employee, a person who is engaged to be married to the Trustee, appointed officer, or employee or who otherwise holds himself/herself out as, or is generally known as, the person whom the Trustee, appointed officer, or employee intends to marry or with whom the Trustee, appointed officer, or employee intends to form a household, or any other natural person having the same legal residence as the Trustee appointed officer, or employee.

g) A Trustee shall not have any direct pecuniary interest in a contact with the College, nor shall a Trustee furnish any labor, equipment, or supplies to the College directly

h) In the event a Trustee is employed by a corporation, business, or has a secondary interest in a corporation or business which furnished goods or services to the College, the Trustee shall declare Trustee’s interest and refrain from debating or voting upon the question of contracting with the company.

i) It is not the intent of this policy to prevent the College district from contracting with corporations, or businesses because a Trustee is an employee of the firm. The policy is designed to prevent placing a Trustee in a position where his or her interest in the College in interest in the Trustee’s place of employment (or other indirect interest) might conflict and to avoid appearances of conflict of interest even though such conflict may not exist.

j) Secondary interest shall be defined as 10 percent or more ownership, stock, etc., and/or constructive control through family or kinship ties.

Process:

When a conflict of interest is discovered, the conflict will be declared and those Trustees affected will refrain from participating in the process, decisions, discussions or otherwise influencing the outcome of the question at hand.

Where a potential real or perceived conflict of interest is recognized, the nature of the potential conflict will be declared or otherwise raised by any Trustee and the merits of the potential conflict will be discussed, investigated or otherwise reviewed to determine whether a declaration of conflict of interest is required. The Board may decide the matter by a vote. The majority of votes will rule.

The KCKCC Board will not permit the waiver of any conflict of interest obligation for any Trustee, the President, Chief Academic Officer, Chief Operations/Financial Officer, or Chief Information Officer.

II. Duty of Care

A Trustee must act in good faith and exercise the degree of diligence, care, and skill that an ordinary prudent individual would use under similar circumstances in a like position. To conform to this standard, Trustees should:

- a) Regularly attend and participate in board meetings and committee meetings where applicable;
- b) Read, review, and inquire about materials that involve the institution, especially board minutes, annual reports, other reports, plans, policies, and any literature that involves the institution;
- c) Have a fiduciary responsibility for the assets, finances, and investments of the institution and exercise due diligence, care, and caution as if handling one's own personal finances; and
- d) Use one's own judgment in analyzing matters that have an impact on the institution.

III. Certification:

I, the undersigned member of the Board of Trustees of The Kansas City Kansas Community College, acknowledge that I received a copy of the Board of Trustees Ethical Conduct Policy, have read and understand its terms, and agree to adhere to the Policy.

Name

Signature

January 21, 2025

Date

Revised July 31, 2019



Kansas City Kansas Community College Board of Trustees
Confidentiality and Non-Disclosure Obligations
of Trustees

The protection of confidential information (as defined below) and the preservation of the integrity of Kansas City Kansas Community College (“the College”) is vital to the long-term viability and operational success of the College. The disclosure of confidential information by any trustee to any person or entity is prohibited unless such disclosure is (1) to a person whose knowledge of the information is necessary to further the legitimate statutory, business or operation purposes of the College; (2) authorized by the Board; or (3) legally mandated by law (as set forth below).

Trustees shall maintain the confidential information entrusted to them by the College or any information about the College that comes to them in their capacity as a trustee, from whatever source, with the care and prudence with which they would protect their own personal information against disclosure. Trustees shall not use confidential information for their personal benefit or for the benefit of any organization or individual other than the College.

Any trustee who knows of or reasonably suspects a violation of this policy shall report such knowledge or reasonable suspicion to President of the College or the Chairperson for the Kansas City Kansas Community College Board of Trustees.

- **Duty of Care**: Trustees have a legal duty to act in good faith, as a prudent person would act under similar circumstances, and always in the best interests of the College. Trustees shall be reasonably informed about the College’s activities, participate in deliberations and decisions, and act in good faith with due diligence and with the reasonable belief that decisions made are in the best interests of the College.
- **Duty of Loyalty**: Trustees have a legal duty to avoid conflicts of interest. Trustees have a legal obligation to put the interests of the College ahead of their own personal interests and the interests of their family members, businesses, and other persons and entities. If there is a conflict between the interests of the College and these other interests, the Trustee has an obligation to disclose such conflict to the President of the College or the Chairperson for the Kansas City Kansas Community College Board of Trustees. Trustees’ duties with respect to conflicts of interest and disclosure to the College are more fully set forth in the College’s Conflict of Interest Policy.
- **Corporate Opportunity Doctrine**: Trustees have a legal obligation to refrain, both on their personal behalf and on behalf of any other person or organization, from taking advantage

of the College's business opportunities that are presented to them or discovered by them as a result of their position with the College. Such business opportunities constitute confidential information of the College. Trustees are prohibited from: (1) taking or capitalizing on, for themselves or for others, business opportunities that relate to the College's business without first offering such business opportunities to the College; (2) using college property, confidential information, or their position as a trustee, to benefit the trustee or any other person or entity; and (3) competing with the College for business opportunities unless the Board's independent trustees first determine not to pursue an opportunity that relates to the College's business.

In many circumstances, disclosure of confidential information in violation of this policy could also waive the protection and privacy granted to the confidential information by the Kansas Open Records Act and Kansas Open Meetings Act. KORA and KOMA exempt from public disclosure certain discussions and decisions in executive sessions of Board and Board committee meetings and certain confidential documents and records. Generally, confidential information and discussions and decisions regarding confidential information are protected from public disclosure under KORA and KOMA, and disclosures of confidential information could waive this protection.

Definitions:

“Confidential information” means any and all verbal or written information learned or discussed in the context of any public or executive session of the College Board of Trustees or Board committee meeting which is not generally available to the public, and any non-public College information received from the College or any of its officers, employees or agents.

“Confidential employee information” means any and all verbal and written information about any College employee which is not generally available to the public or is of a confidential nature including, without limitation, personnel, medical and non-medical information.

“Confidential business information and trade secrets” means any and all verbal and written information about the College which is not generally available to the public, including, without limitation: computer programs, processes, codes, software, passwords, data, and related documentation; technological data and prototypes; physician recruitment needs and plans; employee lists and employee compensation; labor relation negotiations and strategies; charges and fees; payor data and managed care contracts; marketing strategies, data plans including, without limitation, planned or proposed advertising scripts and plans for print, radio, television and other advertising media and outlets; business and development plans, projections and strategies; management techniques; legal disputes, legal strategies and legal advice; trade secrets; operation records and financial information including, without limitation, capital and operating budgets and financial statements; contractual agreements, and any and all other information or

data relating to the College's officers, suppliers, operations, policies, procedures, techniques, accounts and personnel.

Certification:

I, the undersigned member of the Board of Trustees of The Kansas City Kansas Community College, acknowledge that I received a copy of the Confidential and Non-Disclosure Obligations of Trustees Policy, have read and understand its terms, and agree to adhere to the Policy.

Name

Signature

January 21, 2025

Date

Revised January 30, 2020

Performance Agreement (Submit Plans for AY 2025) (AY 2025 Funding Cycle)**Due by July 1, 2024:**

1. Please detail your institution's commitment to implementing math pathways, including a. the process and estimated timing that is required on campus to create and approve gateway math courses for math pathways into degree programs (during AY 2025); and b. the list of the group members that will lead this work on campus.	20 Points (a = 10 pts) (b = 10 pts)
a. Process & Estimated Timing 1. The math department has developed and identified three courses for use with our transfer degrees and math pathways. These courses include MATH-0115 Statistics, MATH-0106 College Algebra, and MATH-0111 Contemporary Mathematics. Beginning in fall 2024 these courses will be offered without prerequisites. 2. KCKCC will participate in KBOR efforts to determine the correct gateway math course for each degree program. The final timeline for this will be impacted by how quickly KBOR provides back the required math courses for each degree at the Regent Universities. The hope is to finish this in fall 2024 or spring 2025. 3. The Math Coordinator and Dean of MSBT will work with the VPAA office to update each guided pathway and degree through the Academic Affairs (curriculum) Committee to reflect the correct math course for each degree to be completed by fall 2025. 4. The Dean of MSBT and the Assistant Director of Student Success and Retention will update program pages and guided pathways to reflect correct guided pathway math courses to be completed by fall 2025.	
b. List of Group Members	
Name	Title
Ed Kremer	Dean of Math, Science, Business, and Technology
Jerry Pope	Vice President of Academic Affairs
Brett Lagerblade	Assistant Director of Student Success and Retention
Cathy Sutherlin	Developmental Math Coordinator
David Jones	Math Coordinator
Other Math faculty as needed	
2. Please detail your institution's commitment to implementing corequisite math support developmental education, including a. the process and estimated timing that is required on campus to create and approve corequisite math support developmental education (during AY 2025); and b. the list of the group members that will lead this work on campus.	20 Points (a = 10 pts) (b = 10 pts)
a. Process & Estimated Timing	

1. The math department has developed a corequisite MATH Course for College Algebra, College Algebra with Review MATH-0105 (5-credit hours).
2. Hire a consultant as part of the college's Title III grant to help with developing and exploring formats for corequisite math courses during fall 2024.
3. Develop similar courses for MATH-0115 Statistics and MATH-0111 Contemporary Mathematics. The department is working to determine the format and number of credit hours each course will receive. Additionally, the department will work with the Title III consultant to determine how they will be offered. This work to be completed by the end of spring 2025.
4. Begin offering all three-corequisite courses by fall 2025.

b. List of Group Members

Name	Title
Dr. Ed Kremer	Dean Math, Science, Business, and Technology
Cathy Sutherland	Developmental Math Coordinator
Dr. Gena Ross	Director of Student Support for Program Success
David Jones	Math Coordinator
Other math faculty as needed	

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| <p>3. Please detail your institution's commitment to implementing corequisite English support developmental education, including (it's understood that many are currently doing corequisite English)</p> <p>a. the process and estimated timing that is required on campus to create and approve corequisite English support developmental education (during AY 2025); and</p> <p>b. the list of the group members that will lead this work on campus.</p> | <p>20 Points</p> <p>(a = 10 pts)</p> <p>(b = 10 pts)</p> |
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a. Process & Estimated Timing

A corequisite English support developmental education course was created, approved, and implemented beginning in Spring 2022. The number of sections of this Integrated Reading and Writing (INRW 0099) corequisite course with English Composition I (ENGL 0101) has steadily increased over the past five semesters.

b. List of Group Members

Name	Title
Dr. Donna Bohn	Dean, Arts, Communications, & Humanities
Dr. Faith Harrell	Reading Program Coordinator and Instructor
Dr. Elizabeth Gillhouse	Professor of English and English Coordinator

4. Please detail your institution's commitment to faculty and staff participation in KBOR sponsored-professional development, including:		20 Points (a = 10 pts) (b = 10 pts)
a. lists of individuals broken down by who will participate in professional development for <ul style="list-style-type: none"> o English and math corequisite support developmental education (including math and English faculty, advisors, and institutional research staff); o Math Pathways (including faculty and advisors); o Course Placement Measures for gateway and corequisite math and English courses (including math and English faculty, advisors, institutional research staff, and testing center personnel); and 		
b. a plan to ensure that faculty and staff who are unable to attend professional development meeting(s) and/or webinar(s) for <ul style="list-style-type: none"> o English & math corequisite support developmental education; o Math Pathways; and o Course Placement Measures will receive the information missed (e.g. provide video recordings and professional development documentation, etc.).		
a. List of Individuals for Professional Development (English & math corequisite support developmental education - include math and English faculty, advisors, and institutional research staff)		
Name	Title	
Dr. Ed Kremer	Dean MSBT	
Cathy Sutherlin	Developmental Math Coordinator and developmental math faculty member	
Dr. Gena Ross	Director of Student Support for Program Success	
David Jones	Math Coordinator and math faculty member	
Dr. Donna Bohn	Dean, Arts, Communications, & Humanities	
Dr. Faith Harrell	Reading Program Coordinator and Instructor	
Dr. Elizabeth Gillhouse	Professor of English and English Coordinator	
Brett Lagerblade	Assistant Director of Student Success and Retention	
Kathy Boeger	Student Success Advisor	
Jeremiah McCluney	Student Success Advisor	
Dr. Stephen Nettles	Director of Institutional Effectiveness	
Christopher Day	Research Analyst	
List of Individuals for Professional Development (Math Pathways – include faculty and advisors)		
Name	Title	
Dr. Ed Kremer	Dean of Math, Science, Business, and Technology	
Brett Lagerblade	Assistant Director of Student Success and Retention	
Cathy Sutherlin	Developmental Math Coordinator	
David Jones	Math Coordinator	
Kathy Boeger	Student Success Advisor	
Jeremiah McCluney	Student Success Advisor	

Institution: Kansas City Kansas Community College

List of Individuals for Professional Development (course placement measures for gateway and corequisite math and English courses – include math and English faculty, advisors, institutional research staff, and testing center personnel)	
Name	Title
Dr. Elizabeth Gillhouse	English Coordinator and Professor of English
Dr. Faith Harrell	Reading Program Coordinator and Instructor
David Jones	Math Coordinator and Mathematics Instructor
Paige Darby	Professor of Mathematics
Brett Lagerblade	Assistant Director of Student Success and Retention
Valerie Mendoza	Student Success Advisor
Robert Roberson	Student Success Advisor
Faith Moody	Placement Testing Specialist I
Dr. Stephen Nettles	Director of Institutional Effectiveness
Christopher Day	Research Analyst

b. Institutional Plan to Ensure Those Unable to Attend Will Receive Information Missed (English & math corequisite support developmental education, math pathways, and course placement measures for gateway and corequisite math and English courses)

Unless otherwise determined by KBOR staff, training opportunity times and dates will be sent to the appropriate individuals through a calendar invite by the Vice President of Academic Affairs. The deans and assistant directors will confirm attendance at the professional development opportunities. Anyone who must miss the live training will be required to both watch the recording and review the provided professional development documentation. Again, this will be monitored by the deans and directors among the attendees. The VPAA will confirm keep track of the trainings and attendance results. Consistent lack of attendance and participation will be viewed as a performance-related issue and taken through the appropriate disciplinary procedures as outlined in college policy.

5. Please provide a link to all academic degree maps effective for students starting in Fall 2024 or Spring 2025 (AY 2025). Degree maps effective for AY 2025 are not required to reflect the linked guidance, nor are they required to reflect Math Pathways courses, as those will be going through campus approval processes during AY 2025 for most institutions. Degree maps <u>should</u> reflect new Systemwide General Education Framework for Universities and Community Colleges.	20 Points
<p>https://www.kckcc.edu/academics/degrees-and-certificates/index.html?utm_source=globalnav&utm_medium=links&utm_campaign=programs</p> <p>When a student visits the “Programs” link from the college’s home page, they are directed to a list of all the certificates and degrees offered at KCKCC. When a student further clicks on “Program Info” for an individual degree, they are directed to the relevant page in the Academic Catalog which includes program-specific information (for example, if it is an accredited program, if it is a selective admission program, etc.) as well as a list of all courses required for the degree and a semester-by-semester course listing. Additionally, systemwide transfer courses are noted.</p>	

KCKCC**FY 2025-26 Annual Budget Calendar**

Due Date	Task/Process Description
1/17/2025	Detailed GL Budget Comparison Reports sent to each Department Disburse Budget worksheet template and Instructions
2/14/2025	DUE: Requested Budget, New Asks, Strategic Opportunities from each Department
2/11/2025	<u>Board of Trustees Finance Committee</u> Discuss Tuition & Fees
2/18/2025	<u>Board of Trustees</u> Approve Tuition & Fees for FY2025-26
3/11/2025 Tentative	Presidents Extended Cabinet Discussion: Revenue Projections & Budget Hearings
4/8/2025	Presidents Extended Cabinet: Prioritization of "Strategic Opportunities"
5/13/2025	Presidents Extended Cabinet: Presentation of Draft Budget
6/10/2025	<u>Board of Trustees Finance Committee</u> Discuss the Mill Levy Rate for 2025-26 and Revenue Neutral Rate Presentation of Draft Budget including Capital Projects FY 2025-26
6/13/2025	KCKCC Receives Valuations from Unified Government (Estimated Date)
6/17/2025	<u>Board of Trustees Meeting</u> Discuss the Mill Levy Rate for 2025-26 and Revenue Neutral Rate Presentation of Draft Budget including Capital Projects FY 2025-26
7/15/2025	<u>Board of Trustees Meeting</u> Approval of "Notice of Public Hearings" on (1) Mill Levy Rate for 2025-26 & Revenue Neutral Rate Hearing and (2) Budget Hearing for FY2025-26 Budget
7/18/2025	Finance Submits the Mill Levy Rate for 2025-26 and if applicable, the Intent to Exceed Revenue Neutral Rate
7/19/2025	Unified Government Mails Notice to Taxpayers
8/5/2025	Finance submits Notice of Public Hearings to the Newspaper
8/19/2025 *	<u>Board of Trustees Meeting</u> BOT holds Two Public Hearings: 1 Public Hearing (1) -Mill Levy Rate for 2025-26 & If applicable, Revenue Neutral Rate Hearing Approval of a Resolution to approve exceeding revenue neutral rate, if applicable 2 Public Hearing (2) - Budget Hearing on FY2025-26 Budget Vote on certification setting mill levy 3 Approval of a motion to Adopt the FY2025-26 Budget
8/30/2025	Finance submits Certification of Budget to County Clerk