



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, October 15, 2024 – 8:30 A.M.**

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

Agenda

1. Call to Order
2. Roll Call
3. **Executive Session(s):**
 - 1) Executive session to discuss personnel matters of nonelected personnel with possible action to follow in open session (5-minute duration). Open session will take place in Pioneer Career Center Conference Room and in the virtual meeting room.
 - 2) Executive session for the preliminary discussion of the acquisition of real property with possible action to follow in open session (10-minute duration). Open session will take place in Pioneer Career Center Conference Room and in the virtual meeting room.
4. Adjournment



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KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

Tuesday, October 15, 2024 – 9:00 A.M.

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

AGENDA

1. Call to Order & Pledge of Allegiance
2. KCKCC Mission Statement
3. Roll Call
4. Approval of Agenda
5. Audience to Patrons and Petitioners (3-minute limit)
6. **Recognitions/Presentations:**
 - LinkedIn Hiring Pilot Review. Presented by Mr. Ryan Kuvn and Mr. Eric Mora of LinkedIn.
 - Annual Assessment Report. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
 - 2024 Annual Security and Fire Safety Report. Presented by Mr. Jason Sievers, Deputy Chief of College Police.
7. **Communications:**
 - Board of Trustees Annual Food Drive. Presented by Dr. Greg Mosier, President.
 - Introduction of Mr. Robert Walker, MBA, Chief Information Officer. Presented by Dr. Greg Mosier, President.
8. Board Committee Reports

9. **Consent Agenda:**

- (Item A) - Approval of Minutes of the September 17, 2024 Meeting
- (Item A1) - Approval of Minutes of the September 17, 2024 Special Meeting
- (Item A2) - Approval of Minutes of the September 24, 2024 Special Meeting
- (Item B) - Approval of Recommendations for Payment
- (Item C) - Approval of Ratification Items
- (Item D) - Approval of Personnel Items (H.R.)

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

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

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

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

14. **Vice President Student Affairs and Enrollment Management Report** – Dr. Tom Corti,
Interim Vice President of Student Affairs and Enrollment Management

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

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

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

18. **Unfinished Business:**

- Revision of KCKCC Board Assignment. Presented by Mr. Brad Isnard, Board Chairperson.

19. **New Business:**

- Approval of FY2025 Master Contract Between The Board of Trustees Kansas City Kansas Community College and the Faculty Association of Kansas National Education Association (KNEA) Kansas City Kansas Community College. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
- Approval of Special Course Fees for Excel in Career and Technical Education (CTE) for High School. Presented by Mr. Jerry Pope, Vice President of Academic Affairs.
- Approval of Annual Medical and Dental Benefits. Presented by Ms. Lorraine Mixon-Page, Chief Human Resources Officer, and Dr. Patrick Schulte, Vice President of Finance and Operations.
- Approval of Alcohol Resolution for the Retirement Celebration of Patrice Townsend. Presented by Dr. Greg Mosier, President.

20. **Adjournment**

Next Meeting of the Board of Trustees:

Tuesday, November 19, 2024 - 5:00 p.m.

Hybrid Meeting (KCKCC–Main Campus Upper Jewell Lounge & Zoom Virtual Meeting Room)

A Partnership in Talent & Economic Development



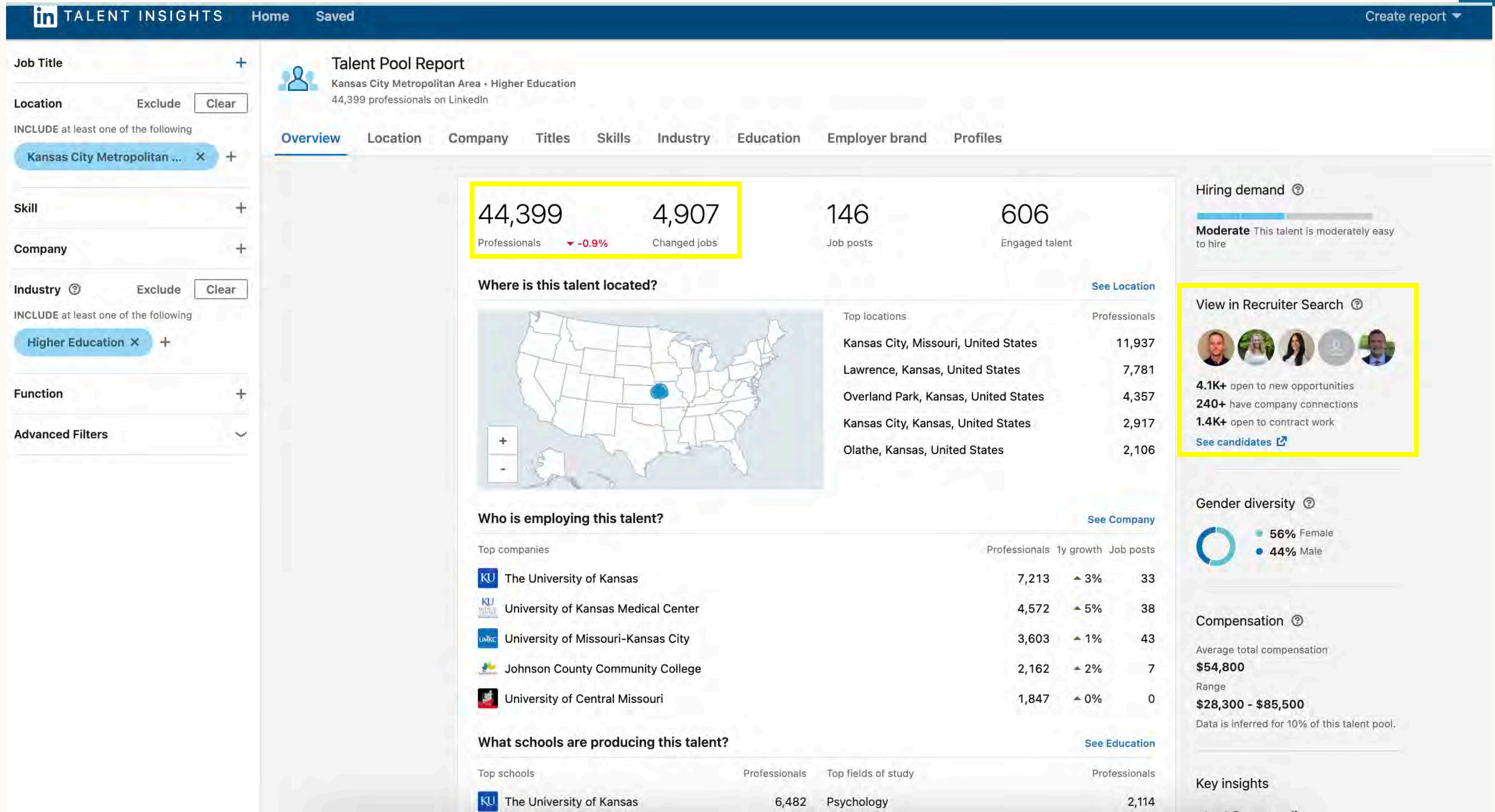
Kansas City Kansas Community College

Ryan Kuvin:

Eric Mora:

October 15, 2024







Pilot Summary May 2024 - Current

Big Picture: Competitively Position
KCKCC as an Employer of Choice

Top 3 goals for KCKCC & LinkedIn Hiring Pilot:

1. *Cast a wider net and spread the reach of our jobs*
2. *Shift approach: Proactive sourcing to tap into 'Passive candidate pool' to ensure we aren't relying solely on inbound applicants (Especially for high priority roles such as CHRO).*
3. *Drive employer brand awareness at scale and tell KCKCC's unique story.*

With ~4 months of data, we have executed on these goals:

1. *Promoted jobs received 230,622 impressions, which brought in 1,153 applicants.*
2. *Sourcing team has contacted 698 candidates receiving a 33.7% response rate.*
3. *KCKCC's Company Page has gained 793 new followers and 3,403 Page Views.*

BONUS: Three Confirmed hires, two of which are CHRO and Professor of Psychology

Colleges and Universities leverage LinkedIn to build off positive momentum such as this that has been created in talent acquisition and economic development



KCKCC’s growth across stages of the candidate journey:

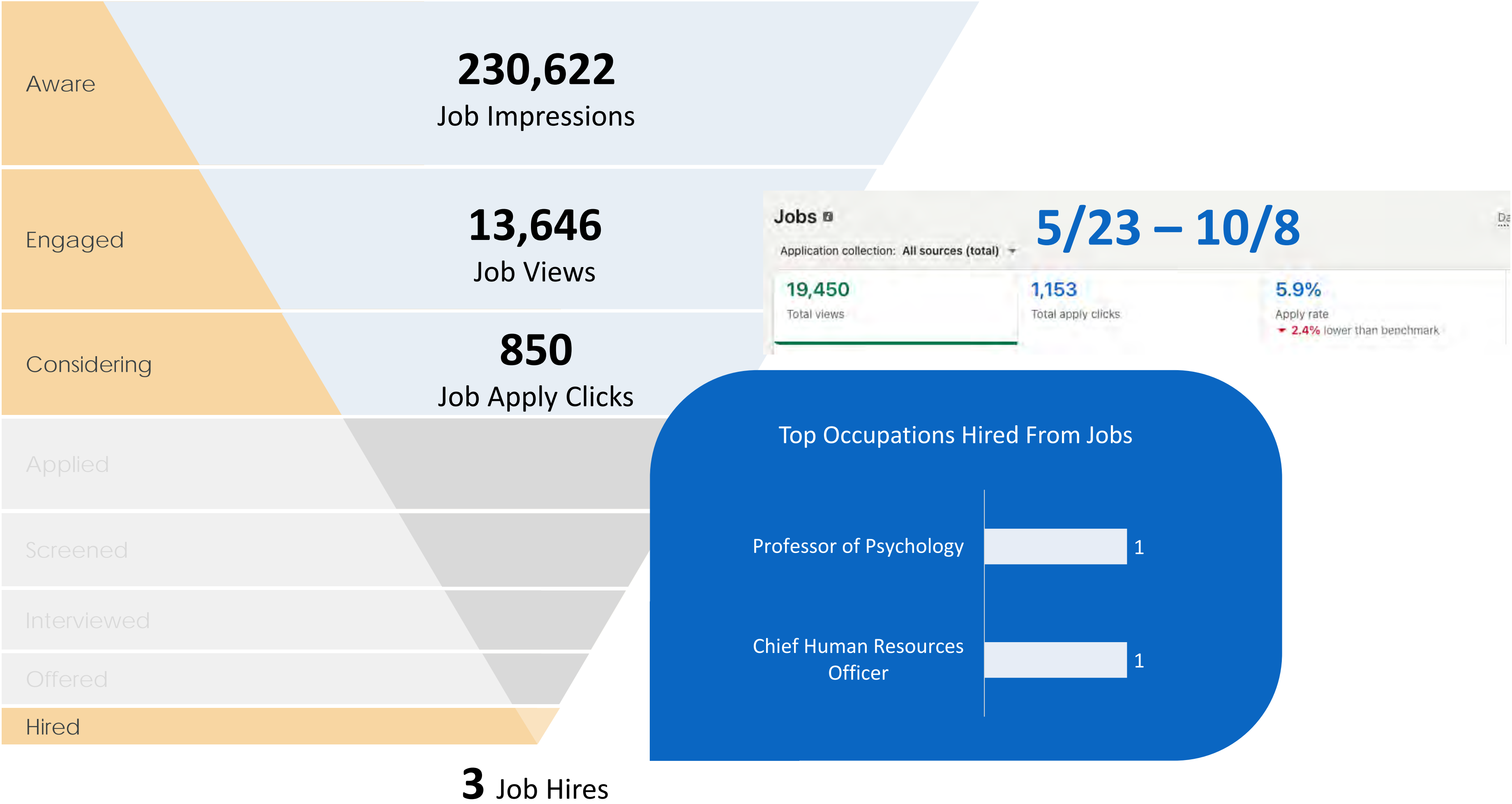
| | Metric | Pilot Period (May 24 – Aug 24) | Pre-Pilot Period (Sept 23 – April 24) | Change |
|------------------|--------------------------------|-----------------------------------|--|------------|
| Hiring Funnel | Total Awareness | 295.4 K | 10 | 2953460.0% |
| | Total Engagement | 19 K | 0 | |
| | Influenced Hires | 3 | 0 | |
| Jobs on LinkedIn | Job Views | 19.4 K | 0 | |
| | Job Apply Clicks | 1,153 | 0 | |
| | Apply Rate | 5.9% | 0.0% | |
| Talent Brand | Total Followers | 14,413 | 13,620 | 5.8% |
| | Total Jobs and Life Page Views | 1.5 K | 0 | |

*Pilot period metrics reflect the time period: May 2024 to August 2024 ; Pre-pilot period metrics reflect the time period: September 2023 to April 2024



KCKCC’s LinkedIn Jobs strategy delivers the right candidates to your Institution

Hiring Funnel – Jobs Metrics





" LinkedIn Recruiter has transformed our approach to talent acquisition at KCKCC. It has empowered us to tap into specific markets that were previously unexplored, enabling us to strategize effectively to attract both active and passive candidates. This capability has been a game changer for our institution

The increased visibility and traffic we've gained through LinkedIn has given us a significant competitive edge, allowing us to enhance our brand exposure and reach top talent. I highly recommend this tool to any organization looking to elevate their recruitment strategy. "

- KCKCC Talent Acquisition Team



Thank you



Kansas City Kansas
Community College™

ANNUAL ASSESSMENT REPORT

2023-2024



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INTRODUCTION

During the 2023-2024 academic year, Kansas City Kansas Community College (KCKCC) took significant steps to improve student learning and make evidence-based decisions through rigorous assessment activities. This report outlines a detailed summary of those activities conducted by KCKCC faculty and professional staff, documenting the past year's efforts and offering an overview for strategic decision-making and continuous improvement.

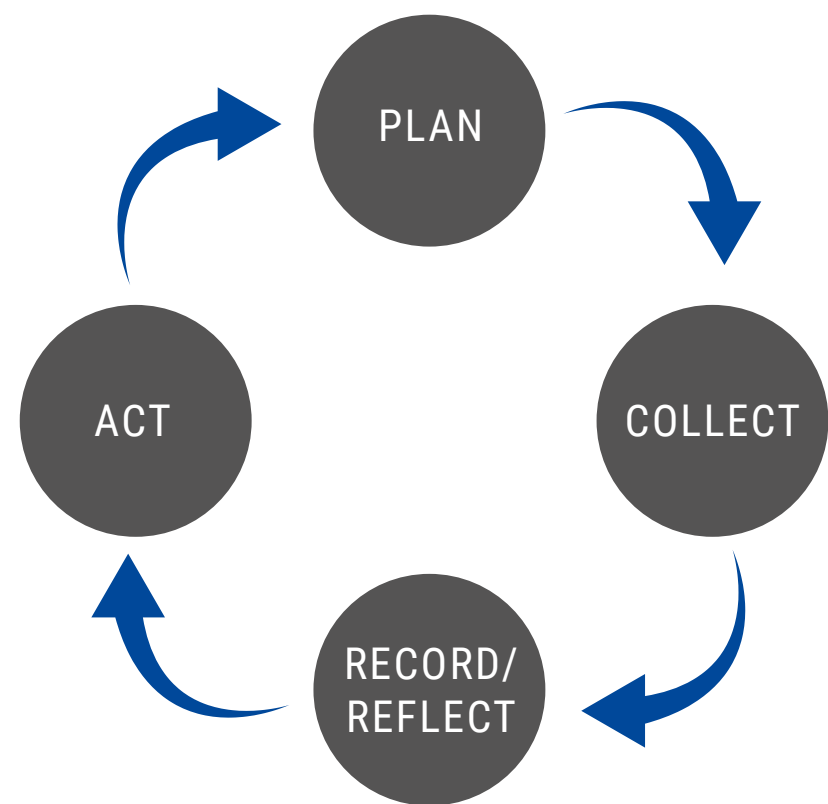
The 2023-2024 Annual Assessment Report, the fourth campus-wide report on assessment activities, consists of seven major sections. The first section explains the cycle of assessment for KCKCC. The next four sections collect assessment data at various levels: Institution, Program, Course, and Class. These sections provide a detailed analysis of the collected data, identifying trends, strengths, and areas for improvement. The fifth section includes campus assessment committee reports highlighting their initiatives, findings, and recommendations. This is followed by a summary of ongoing improvement initiatives, encompassing the use of assessment data and accolades for programs engaged in assessment best practices. The report concludes with supporting evidence and documentation in the appendices, ensuring transparency and accountability.

KCKCC utilizes Taskstream by Watermark to effectively track and archive assessment information. This platform supports the systematic collection, analysis, and reporting of student outcomes assessment across both academic and co-curricular areas. Taskstream ensures that assessment data is consistently organized, easily accessible, and aligned with institutional goals and accreditation requirements.

Through these comprehensive assessment efforts, KCKCC demonstrates its commitment to fostering a culture of continuous improvement and academic excellence, ultimately enhancing the educational experience for all students.

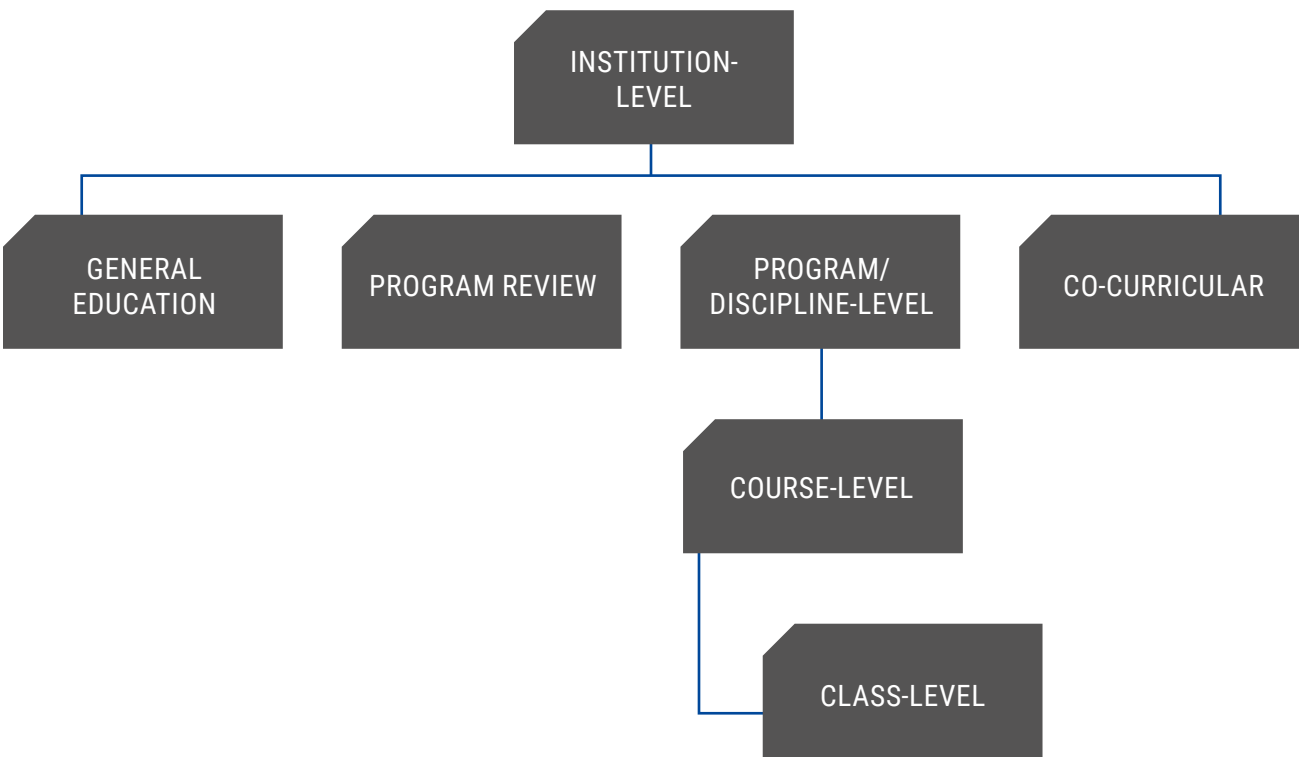
ASSESSMENT AT KCKCC

Assessment aims to improve program quality through self-reflection, inform students of their learning progress, and provide accountability to stakeholders. The assessment activities completed on campus follow the four-step cycle illustrated below.



During the Plan stage of the assessment cycle, practitioners develop ways to measure learning against learning outcomes. Learning outcomes should be evaluated regularly to ensure alignment with program/department goals. The Collect stage is where the planned data collection is executed. Documenting assessment evidence and analyzing the results is part of the Record stage. Finally, practitioners create an improvement plan based on the evidence and evaluate the success of that action. This cycle is repeated as we continuously look for ways to improve based on the measures of success.

For KCKCC, this cycle is applied to different sets of learning outcomes. The Office of Assessment oversees several levels of assessment work that support the Institutional Learning Outcomes. The diagram below demonstrates the various initiatives in the assessment regiment.



At the class level, faculty members are required to submit reflections on their individual classes' learning after each semester. Course-level assessment involves documenting student success in meeting learning outcomes across multiple sections of a course, enabling faculty to make significant changes to the course structure or curriculum. Program-level assessment examines the program learning outcomes (PLOs), discipline learning outcomes (DLOs), and student learning outcomes (SLOs) across all academic and co-curricular programming. This assessment evaluates how well the program fulfills its purpose throughout its curriculum by gathering evidence from the entry point to graduation. Faculty collectively assess the program's established standards and the quality of learning.

General Education and Co-Curricular have their own set of outcomes that are evaluated separately. Program Review uses information from the Program/Discipline learning outcomes. These, along with class-, course- and program-levels of learning, support institutional learning outcomes.

INSTITUTION-LEVEL ASSESSMENT

In 2023, the college adopted new Institutional Learning Outcomes (ILOs). These were created in response to feedback from the Higher Learning Commission (HLC) after our site visit in March 2022 and commentary provided by members of the faculty. The ILOs are intended for all students to achieve through their studies and experiences at KCKCC. Divisions are required to support these outcomes through program-level assessment tasks, outcome mapping, and other division activities that support student learning.

The KCKCC Institutional Learning Outcomes are:

- Communication
 - Communicate effectively using multiple forms of expression.
- Civic and Social Responsibility
 - Practice civically, socially, and ethically responsible behavior in diverse settings.
 - Apply Cultural and Global awareness to human interactions and expressions.
- Innovative and Critical Thinking
 - Demonstrate the ability to effectively identify, determine, gather, evaluate, and utilize resources to generate new ideas and/or solutions.
 - Analyze, interpret, and make judgments about the relevance and quality of information to support personal perspectives and positions.
- Intrapersonal and Interpersonal Development
 - Demonstrate the ability to engage in self-appraisal and identity development.
 - Develop the skills necessary to cultivate meaningful relationships, interdependence, and purposeful collaboration.

Mapping program-level outcomes to institution-level outcomes (ILOs) ensures that the skills and knowledge taught in individual programs align with the college's broader educational goals. This guarantees that each program contributes to the college’s mission of preparing well-rounded graduates for professional success and civic engagement, ensuring consistency, continuous improvement, and accountability.

For this report, each division is assigned an abbreviation to streamline the presentation of data. A chart of abbreviations and full titles can be referenced below.

| DIVISIONS | |
|--------------|--|
| Abbreviation | Complete Name |
| ACH | Arts, Communications, and Humanities |
| ASA | Academic Support and Assessment |
| CTE | Career and Technical Education |
| HP | Health Professions |
| MSBT | Math, Science, Business and Technology |
| SBSPS | Social and Behavioral Sciences and Public Services |
| SAEM | Student Affairs & Enrollment Management |
| HR | Human Resources |

The Office of Assessment has categorized the number of mapped program-level outcomes, organizing and analyzing them to ensure they align effectively with the institutional goals. These include program learning outcomes (PLOs), discipline learning outcomes (DLOs), and student learning outcomes (SLOs) within each division. Each PLO, DLO, or SLO should be mapped to one or two ILOs to maintain best practices.

► Academic Programs

Out of the 66 active programs at the college, 36 programs have completed their outcome mapping to the ILOs. The number of Program Learning Outcomes (PLOs) mapped to each ILO is summarized in the table. The graph shows the percentage distribution of the PLOs mapped to each ILO.

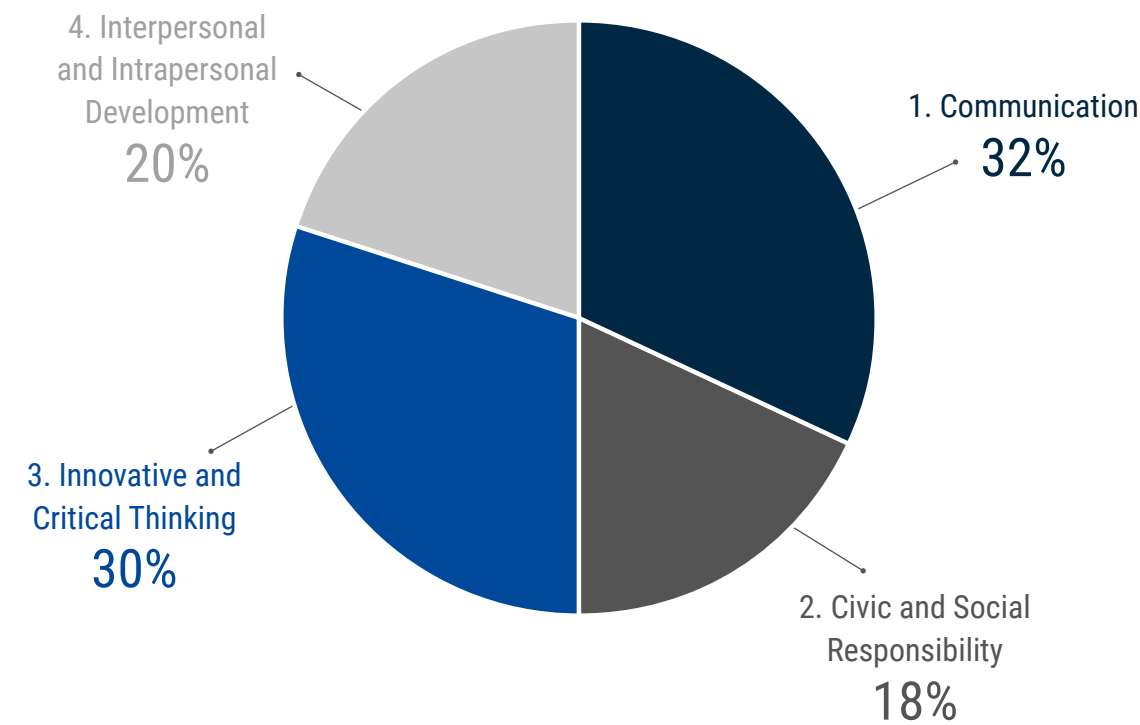
| DIVISION | # OF PROGRAMS | 1. Communication | 2. Civic and Social Responsibility | 3. Innovative and Critical Thinking | 4. Interpersonal and Intrapersonal Development |
|----------|---------------|------------------|------------------------------------|-------------------------------------|--|
| ACH | 2 | 5 | 1 | 9 | 1 |
| CTE | 4 | 2 | 4 | 5 | 3 |
| HP | 10 | 23 | 19 | 24 | 20 |
| MSBT | 10 | 16 | 4 | 21 | 14 |
| SBSPS | 10 | 34 | 16 | 16 | 11 |
| Total | 36 | 80 | 44 | 75 | 49 |

► Academic Disciplines

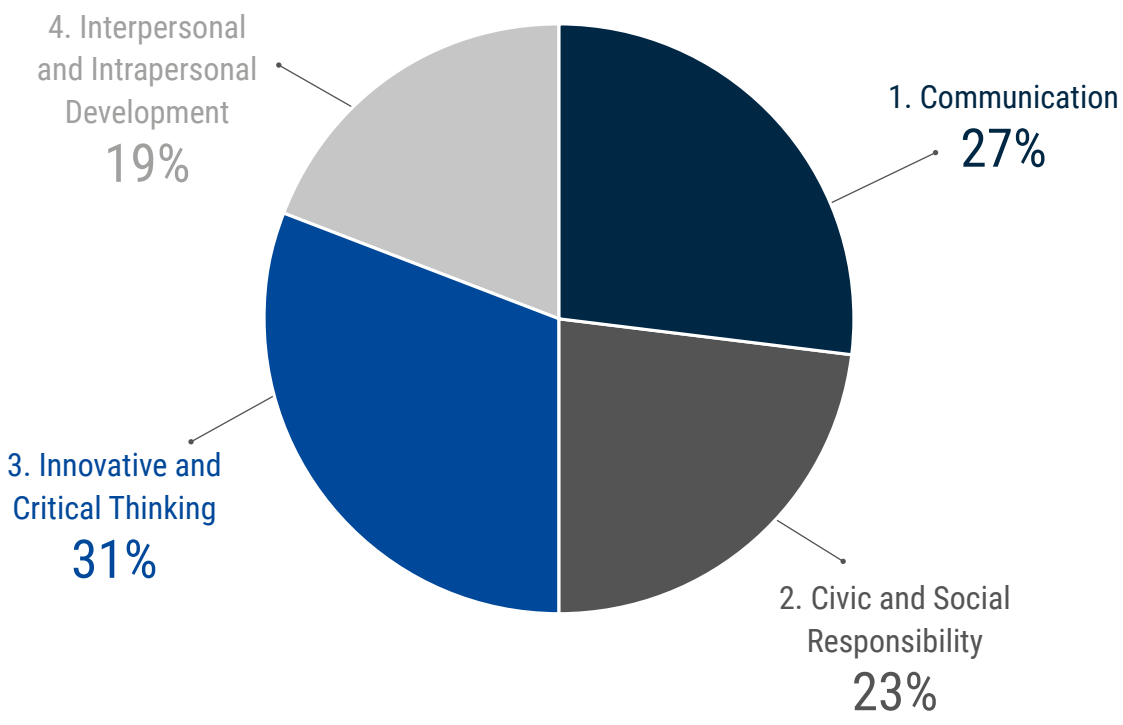
One hundred percent of the 26 active academic disciplines completed the mapping of Discipline Learning Outcomes (DLOs) to the KCKCC ILOs. The table below shows the number of DLOs by division mapped to each ILO, and the graph captures the percentage of total DLOs per ILO.

| DIVISION | # OF PROGRAMS | 1. Communication | 2. Civic and Social Responsibility | 3. Innovative and Critical Thinking | 4. Interpersonal and Intrapersonal Development |
|----------|---------------|------------------|------------------------------------|-------------------------------------|--|
| ACH | 12 | 26 | 24 | 26 | 18 |
| ASA | 1 | 2 | 2 | 1 | 1 |
| CTE | 1 | 1 | 1 | 2 | 1 |
| MSBT | 6 | 8 | 3 | 14 | 5 |
| SBSPS | 6 | 5 | 5 | 6 | 5 |
| Total | 26 | 42 | 35 | 49 | 30 |

INSTITUTIONAL ILO MAPPING-PROGRAMS



INSTITUTIONAL ILO MAPPING-DISCIPLINES



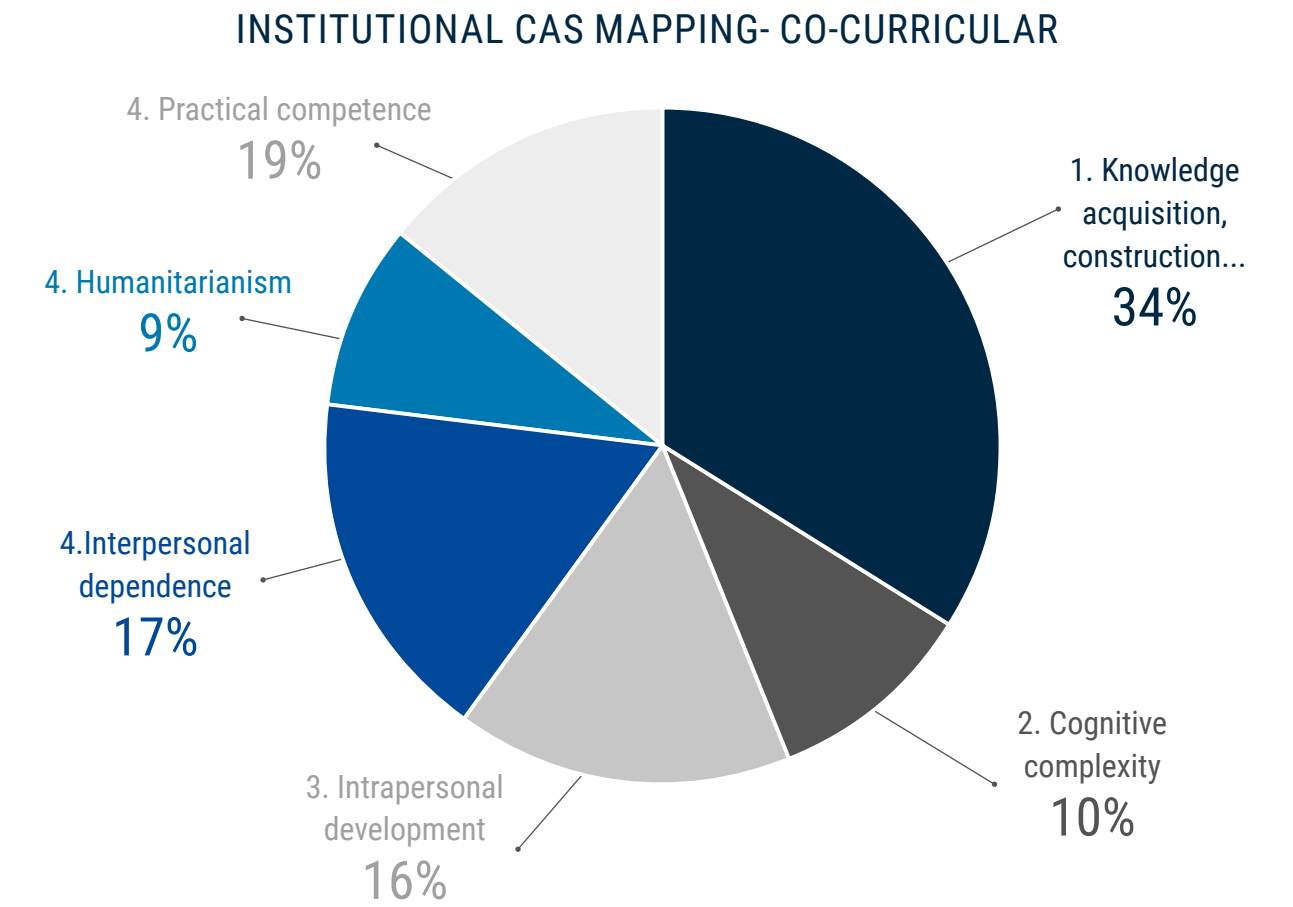
► Co-Curricular

Co-curricular programs at KCKCC follow the guidance set by the Council for Advancement of Standards in Higher Education (CAS) for student learning and development. The student learning outcomes (SLOs) of each co-curricular program are mapped to the CAS standards. The Co-curricular Assessment Committee mapped the CAS domains to the KCKCC ILOs to show how their work supports the goals of the college. The alignment of the CAS domains to the college’s ILOs is captured in the chart below.

| CAS DOMAINS | KCKCC ILO |
|---|---|
| Knowledge Acquisition, Construction, Integration, and Application | Innovative and Critical Thinking |
| Cognitive Complexity | Innovative and Critical Thinking |
| Intrapersonal Development | Innovative and Critical Thinking Intrapersonal and Interpersonal Development |
| Interpersonal Competence | Communication Civic & Social Responsibility Intrapersonal and Interpersonal Development |
| Humanitarianism & Civic Engagement | Communication Civic & Social Responsibility Intrapersonal and Interpersonal Development |
| Practical Competence | Communication Civic & Social Responsibility |

In this assessment cycle, 15 out of the 16 co-curricular programs completed mapping their SLOs to the CAS domains. The table below shows the total number of SLOs for each CAS domain, and the graph illustrates the percentage of SLOs allocated to each domain.

| DIVISION | # OF PROGRAMS | 1. Knowledge acquisition, construction... | 2. Cognitive complexity | 3. Intrapersonal development | 4. Interpersonal competence | 5. Humanitarianism | 6. Practical competence |
|----------|---------------|---|-------------------------|------------------------------|-----------------------------|--------------------|-------------------------|
| ACH | 1 | 2 | 0 | 1 | 1 | 1 | 0 |
| ASA | 4 | 5 | 2 | 1 | 1 | 0 | 1 |
| MSBT | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| SAEM | 8 | 13 | 4 | 6 | 6 | 1 | 5 |
| HR | 1 | 0 | 0 | 1 | 2 | 3 | 0 |
| Total | 15 | 20 | 6 | 9 | 10 | 5 | 8 |



Further information about the co-curricular support of the KCKCC ILOs can be found in **Appendix A**.

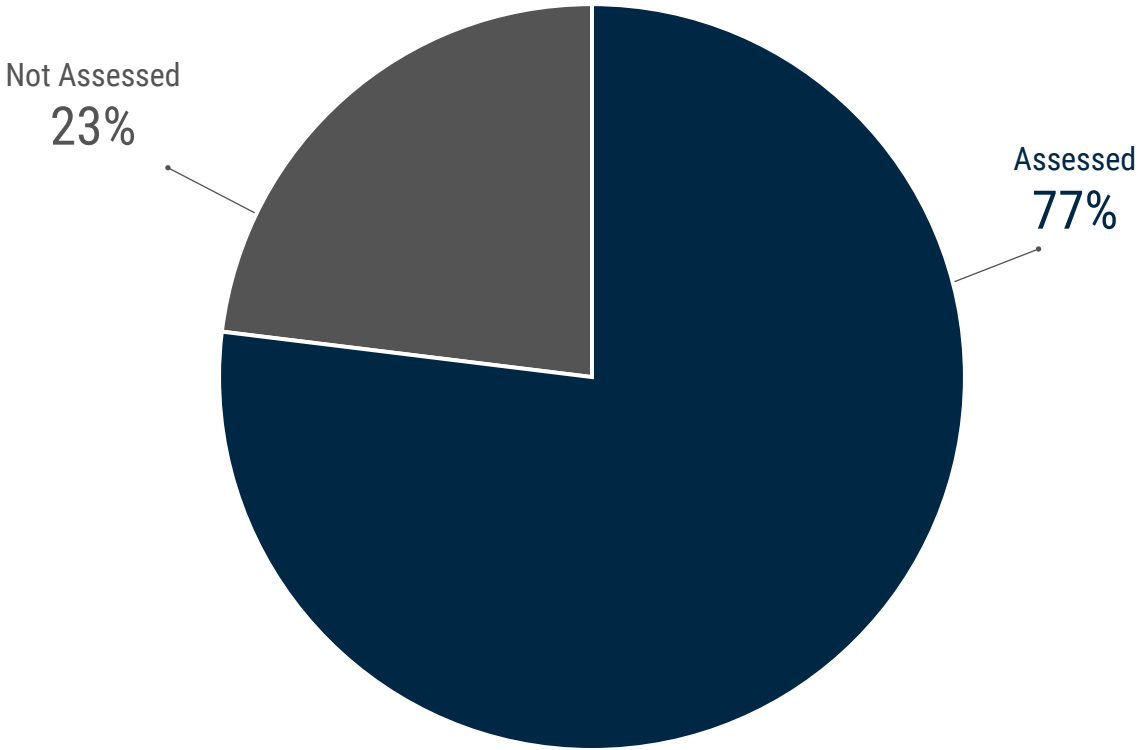
PROGRAM-LEVEL ASSESSMENT

Summary of Assessment 2019-2024

At the end of the 2023-2024 academic year, the college completed its fourth assessment cycle for program-level assessment. Cycles are two years long and are completed on a rolling basis. A total of 430 outcomes were reported for all current academic programs, academic disciplines, and co-curricular programs. Out of these outcomes, 331 (77%) have been assessed with an assessment plan in Taskstream, leaving 23% of outcomes still to be assessed.

It is worth noting that the academic disciplines have completed only two cycles so far. The review cycle for program-level assessment was extended from three years to four years in the fall of 2023. This creates a three-cycle timeline for all programs, disciplines, and co-curricular activities to complete assessments of their learning outcomes. This change means all outcomes should be assessed within this new time frame.

PERCENTAGE OF PROGRAM-LEVEL OUTCOMES ASSESSED 2019-2024



When looking at the percentage of assessed outcomes across each type of program, those with more assessment cycles completed have higher proportions of outcomes assessed. Academic programs have the highest percentage of assessed outcomes at 80%, similar to the 78% of Co-curricular outcomes assessed. Though the academic disciplines have only completed two assessment cycles, they are making notable progress, with 66% of their outcomes already evaluated. The following table shows these totals and percentages of assessed outcomes by area.

| | TOTAL # OF PLO/DLO/SLO | TOTAL # PLO/DLO/SLO ASSESSED | % ASSESSED 2019-2024 |
|------------------------|------------------------|------------------------------|----------------------|
| Academic Programs | 284 | 226 | 80% |
| Academic Disciplines | 95 | 63 | 66% |
| Co-curricular Programs | 51 | 40 | 78% |

► Taskstream Data

Academic programs, academic disciplines, and co-curricular programs continuously report their assessment activities in the Taskstream software. Coordinators or program leads submit action plans and status reports for last year’s assessment findings and begin a new cycle by submitting assessment plans and assessment findings for the current year. Division deans and the Office of Assessment review these submissions. These submissions are given a status based on the agreed-upon rubric found in Appendix B.

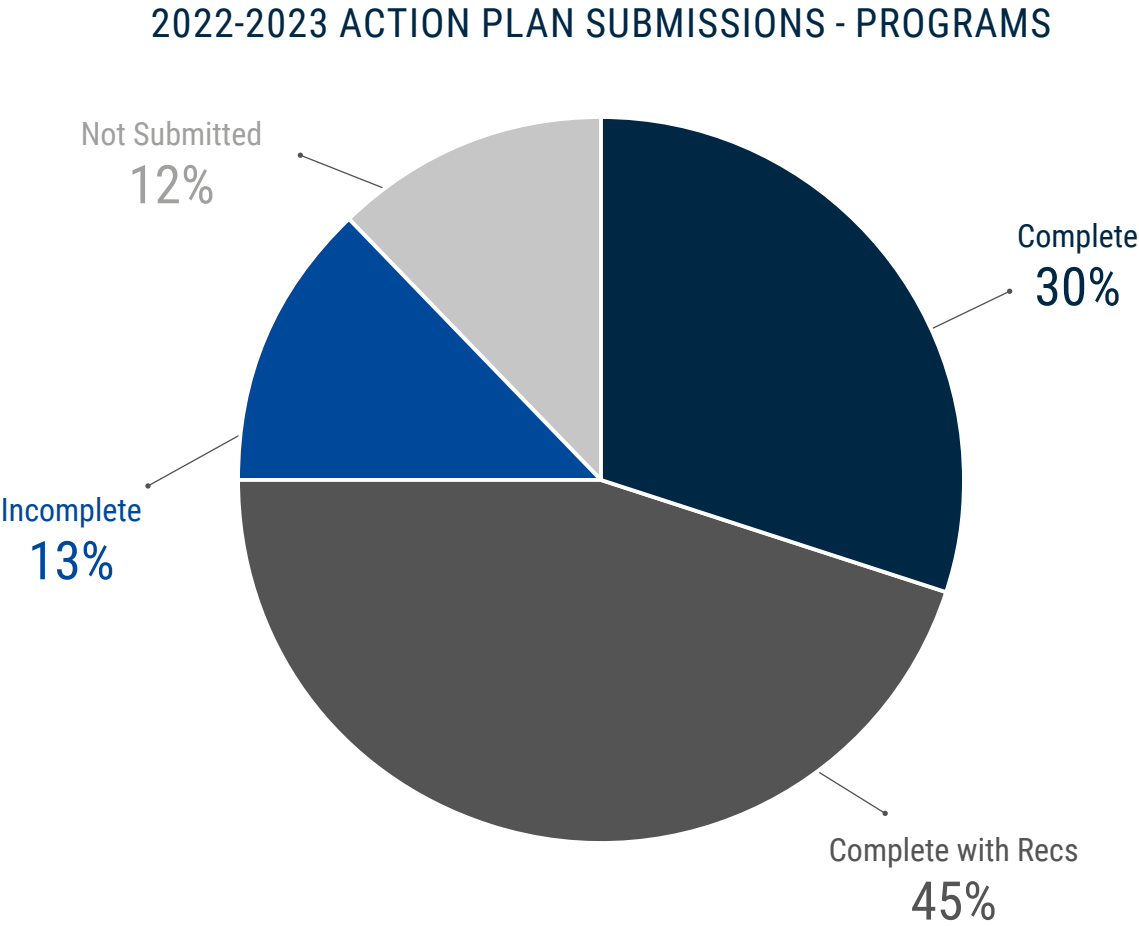
It is important to note that any entity with the "Not Applicable" status is not factored into the percentages below. The "N/A" status is allocated to programs that have experienced personnel changes or have never had a designated coordinator or lead, or to areas that do not have students enrolled. This status is specifically given to programs, disciplines, and co-curricular areas that address this issue with the Office of Assessment.

► **2022-2023 Action Plans**

An action plan outlines how to make improvements after an evaluation. It describes what needs to be improved, provides a detailed plan for implementing these changes, and sets a timeline for each step. Each fall, coordinators create action plans based on last year's assessment findings and spend the year tracking progress toward the improvements. Below is the summary of the submissions received.

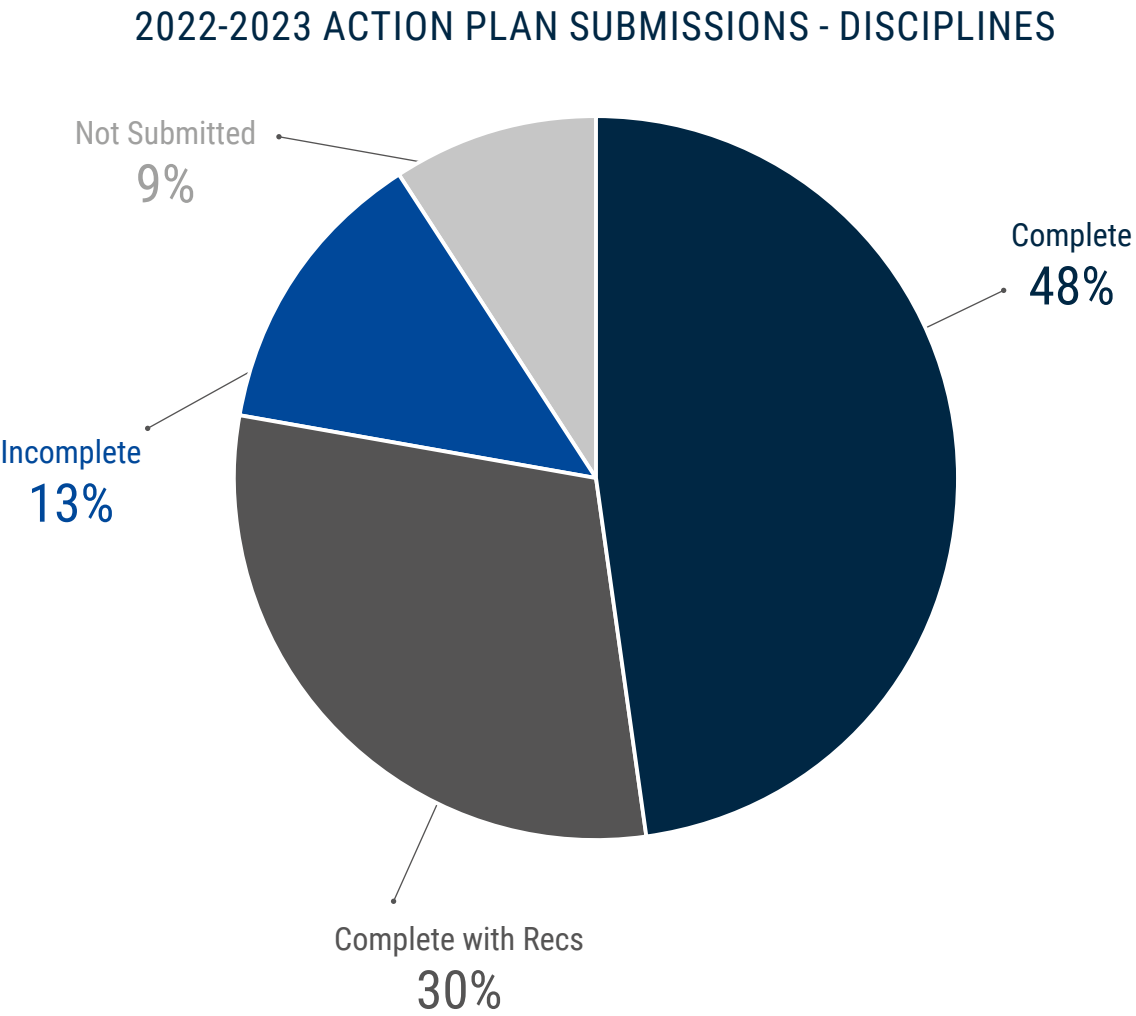
Academic Programs

Out of the 71 programs at KCKCC, 60 were active and able to assess learning. Eighty-eight percent (88%) of those 60 programs submitted action plans. Of those submitted plans, 30% were found to be “complete”, and 45% were given the “complete with recommendations” status. The most common recommendation was to link the findings with the action plan when adding reports into Taskstream. This step is important when examining records on each learning outcome. 13% of those submitted action plans were “incomplete”. Seven out of the 60 programs did not submit an action plan addressing their assessment findings from the 2022-2023 cycle. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The graph below depicts the percentages per submission status for academic programs.



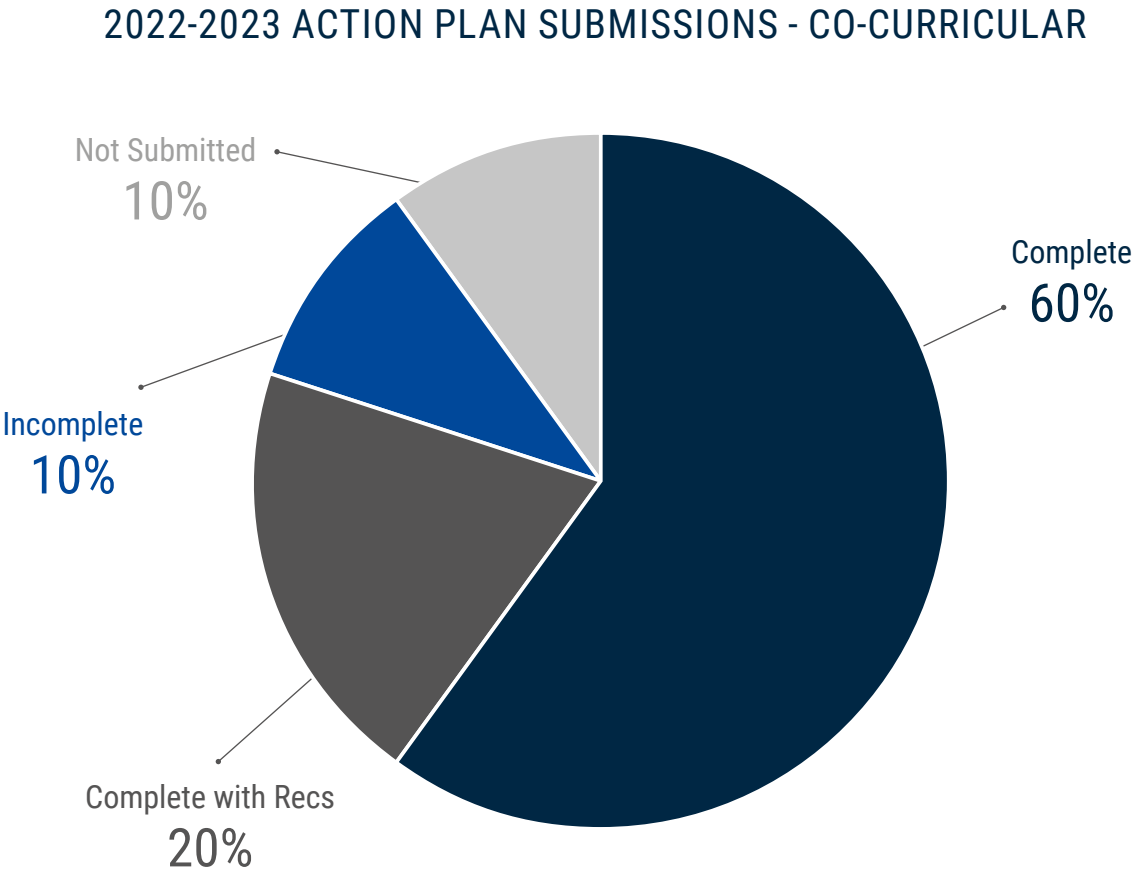
Academic Disciplines

There are 29 disciplines on campus. Of those disciplines, 23 were active and able to assess learning during this assessment cycle. Only two of the active discipline areas did not submit an action plan. Thirteen percent (13%) were found to be incomplete, 48% were marked “complete” and 30% were “complete with recommendations”. For these areas, recommendations addressed associating the previous findings with the action plan in Taskstream and a lack of inclusion of a clear timeline for the action to be completed. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The chart below shows the distribution of the submission statuses.



Co-Curricular Programs

Out of the 16 Co-curricular programs, 10 had the necessary personnel and student participation to submit assessment activities this year. Of those, 90% submitted action plans. Co-curricular activities had 60% of submissions in the “complete” status and 20% assigned “complete with recommendations”. Similar to the academic programs and disciplines, this is due to the lack of association of previous findings with the action plan. The appropriate supervisor will meet with staff and faculty in the programs that did not submit information and report to the assigned member of President’s Cabinet how the issue will be addressed. The percentage distribution of these statuses is included in the chart below.

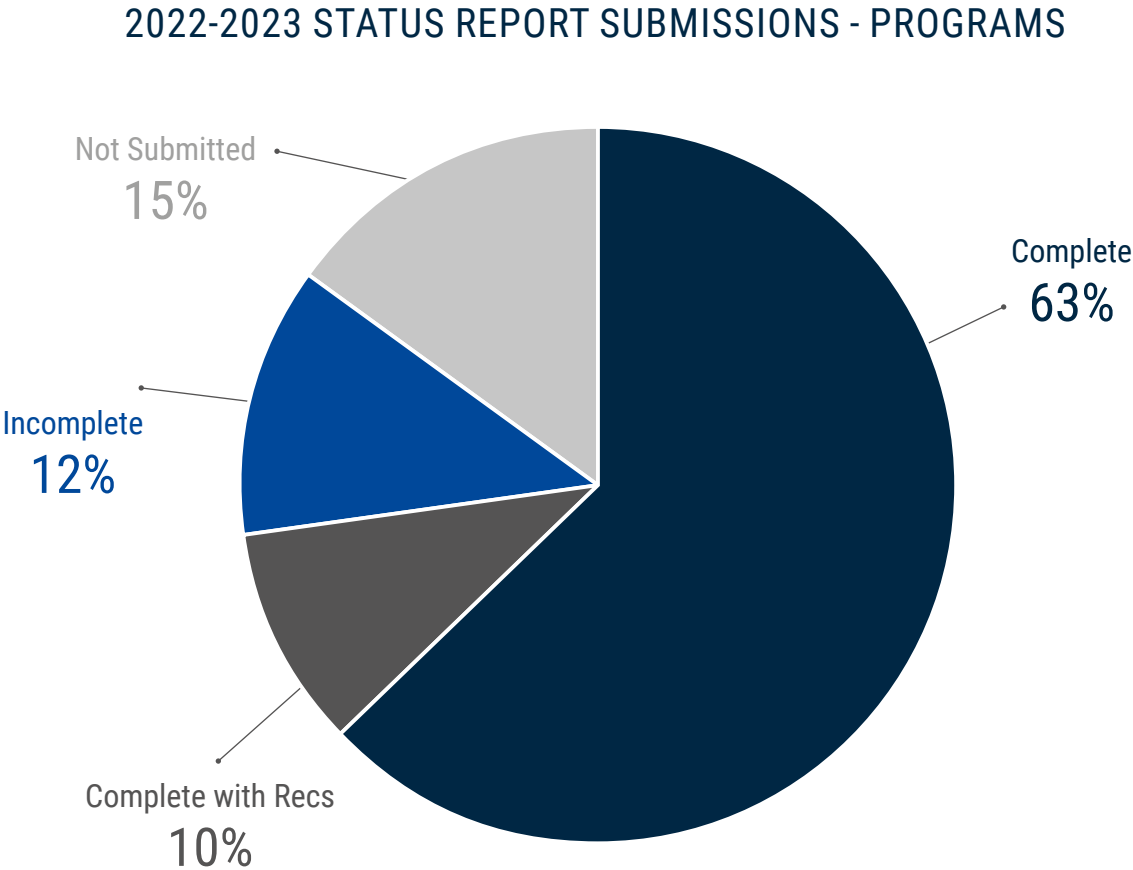


► 2022-2023 Status Reports

In response to the progress made on the action plan, updates are provided in a status report. It includes the completion status, detailing how much has been completed. The status report also summarizes actions taken to date and outlines the actions planned for the near future. This ensures transparency and keeps stakeholders informed about the progress and next steps of the action plan. Coordinators are to provide this update at the end of the spring semester. Below is the summary of those submissions.

Academic Programs

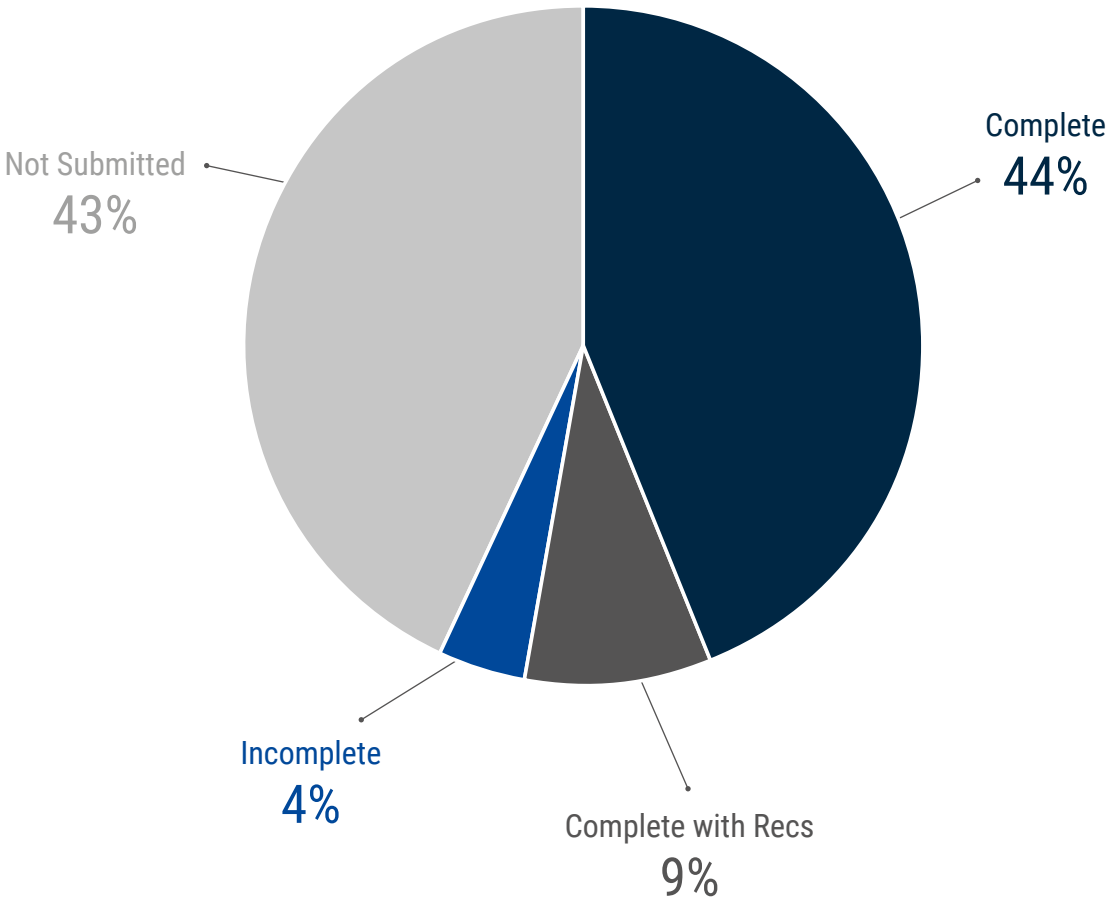
Status reports were required for 59 academic programs. Fifty (85%) were submitted, and 63% were considered "complete". The submissions marked as "complete with recommendations" needed more detailed information in the Next Steps section of the Taskstream form. The “incomplete” submissions (12%) had sections left blank. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The breakdown of these statuses is shown in the chart below.



Academic Disciplines

Thirteen of twenty-three academic disciplines (57%) have submitted status reports for the 2022-2023 assessment cycle. Forty-four percent of these submissions were deemed "complete" with no notes. Recommendations, given to 9% of submissions, suggested additional details were needed to explain the updates regarding their action plan steps. Forty-three percent did not provide a status report. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The chart below shows the status report submissions for the disciplines.

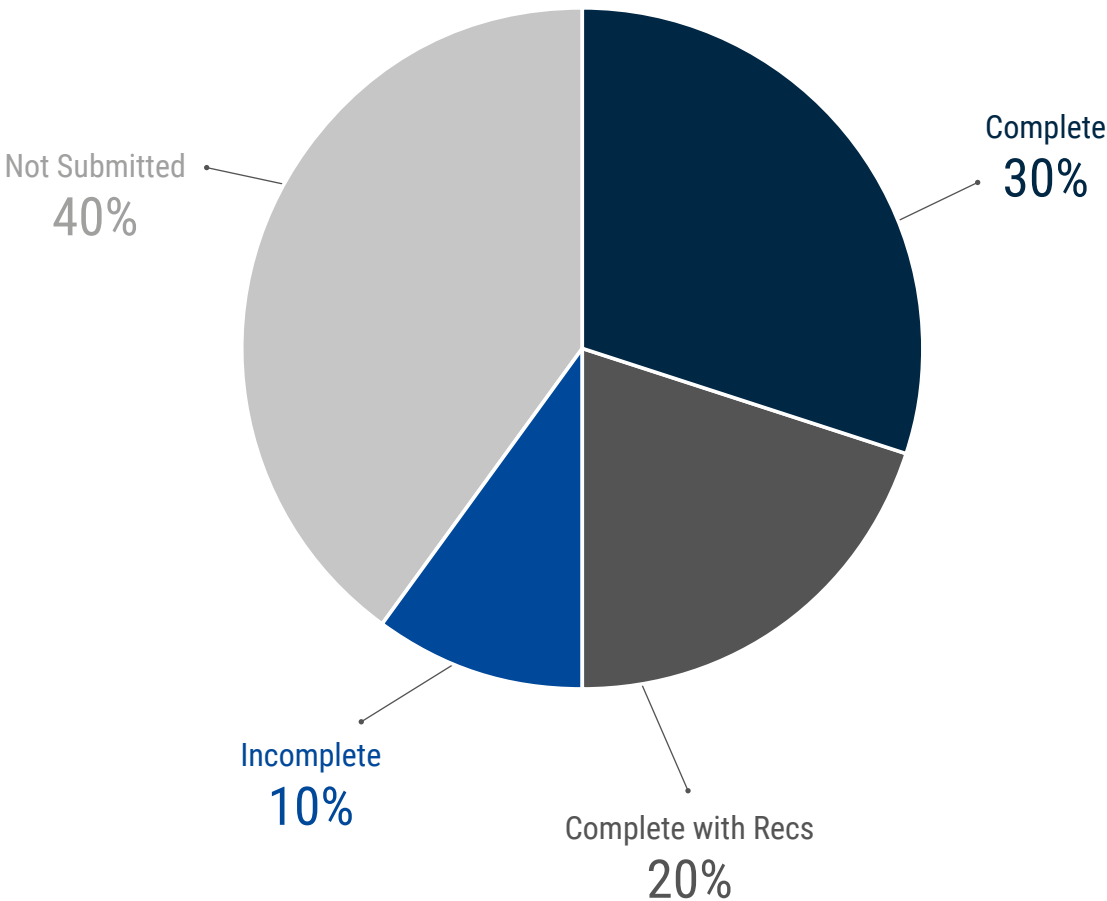
2022-2023 STATUS REPORT SUBMISSIONS - DISCIPLINES



Co-Curricular Programs

Status reports were provided by six of the ten active Co-Curricular programs, with 30% of those submissions in the "complete" status. Other statuses were due to action not being taken and incomplete documentation. The appropriate supervisor will meet with staff and faculty in the programs that did not submit information and report to the assigned member of President's Cabinet how the issue will be addressed. Below is a summary of these submission rates.

2022-2023 STATUS REPORT SUBMISSIONS - CO-CURRICULAR

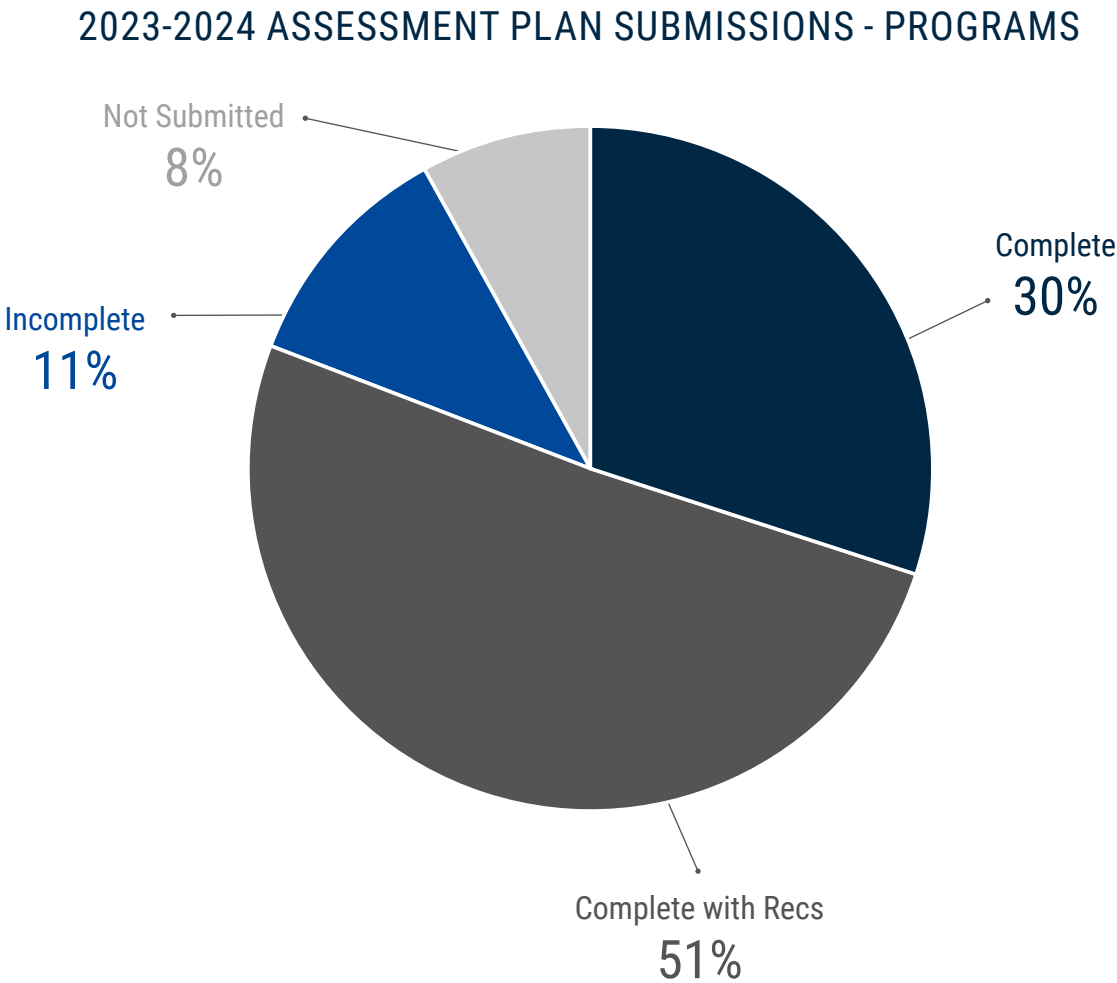


► **2023-2024 Assessment Plans**

An assessment plan is a document that outlines the structure for a future evaluation. It includes the measures and instruments for data collection, methods for data analysis, benchmarks for success, and a timeline for the evaluation process. This plan serves as a blueprint to systematically measure and analyze specific learning outcomes. Coordinators are required to define the outcomes that will be assessed in an assessment cycle and work with department faculty to deploy these plans. The plans are due in Taskstream in October. Below is a summary of the 2023-2024 submissions.

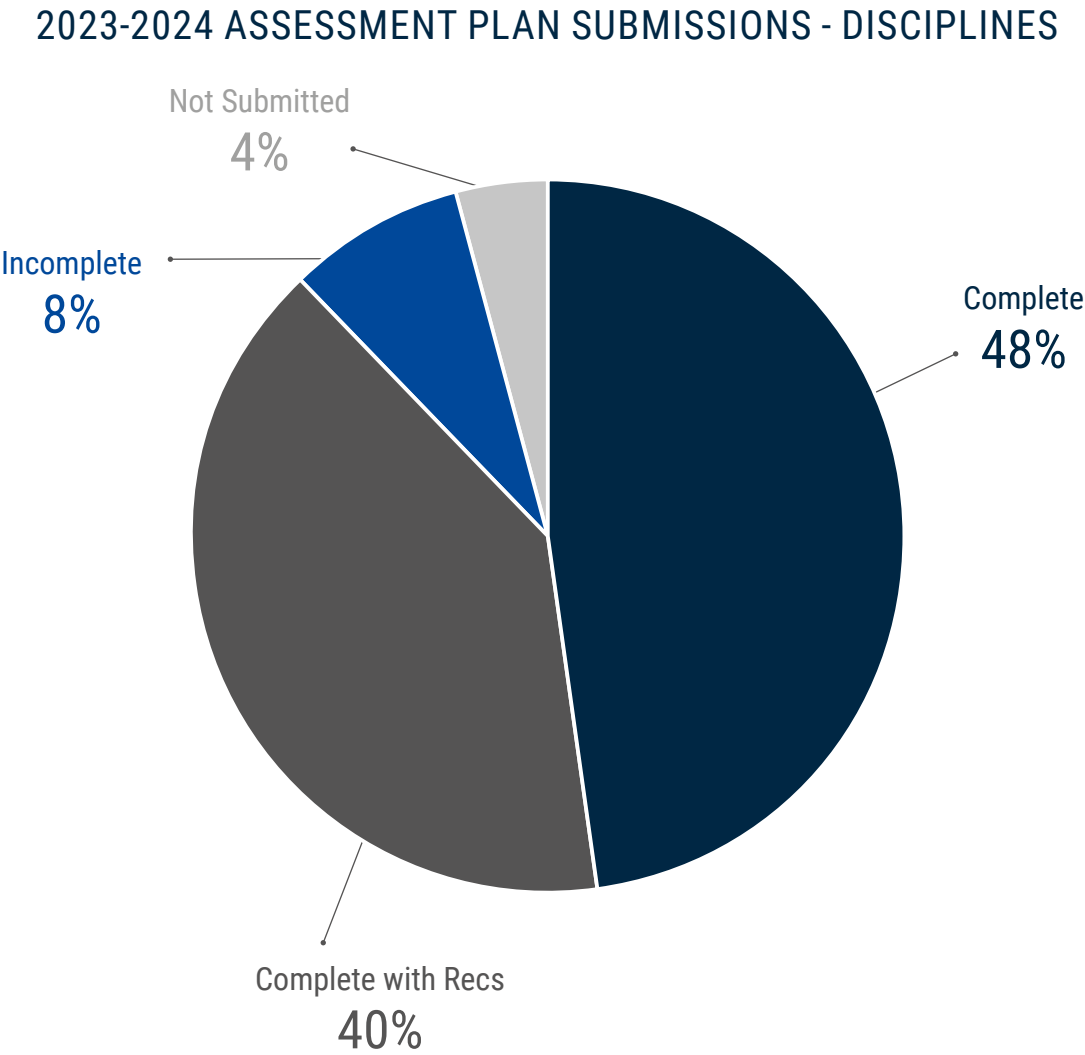
Academic Programs

Out of 71 programs, 63 were in active status for the 2023-2024 assessment cycle. The overall submission rate was 92%, with 30% deemed "complete" and 51% deemed "complete with recommendations." Most of the recommendations pertained to the required assessment meeting minutes. Most "incomplete" statuses were given due to duplicated assessment plans. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The chart below shows the percentages of each status within academic programs.



Academic Disciplines

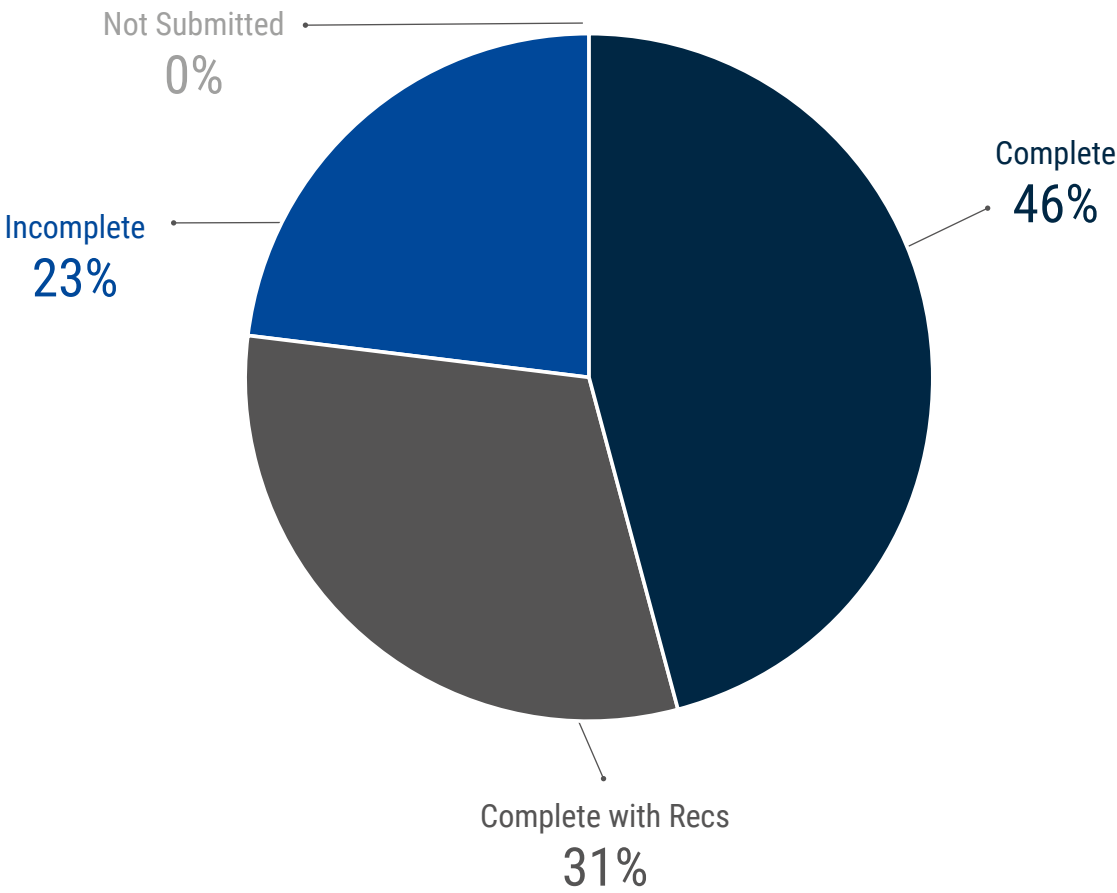
Out of twenty-nine academic disciplines, twenty-five were required to submit their assessment plans last fall. Ninety-six percent (96%) submitted plans, with 48% categorized as "complete" and 40% as "complete with recommendations". The remaining plans were considered "incomplete" due to missing assessment meeting minutes. Some common issues identified in the submissions included incorrectly labeling assessment methods as direct or indirect, misplacing meeting minutes, and failing to state benchmarks. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The summary of the status percentages is presented in the chart below.



Co-Curricular Programs

All thirteen (100%) active co-curricular areas submitted assessment plans. Forty-six percent (46%) were rated as "complete" and 31% received a "complete with recommendations" status, with the need for improvement of benchmark statements. Additionally, 11% were deemed "incomplete" due to blank sections on the Taskstream form and duplicated plans. The chart below provides a breakdown of the percentages for all status categories for the co-curricular areas.

2023-2024 ASSESSMENT PLAN SUBMISSIONS - CO-CURRICULAR



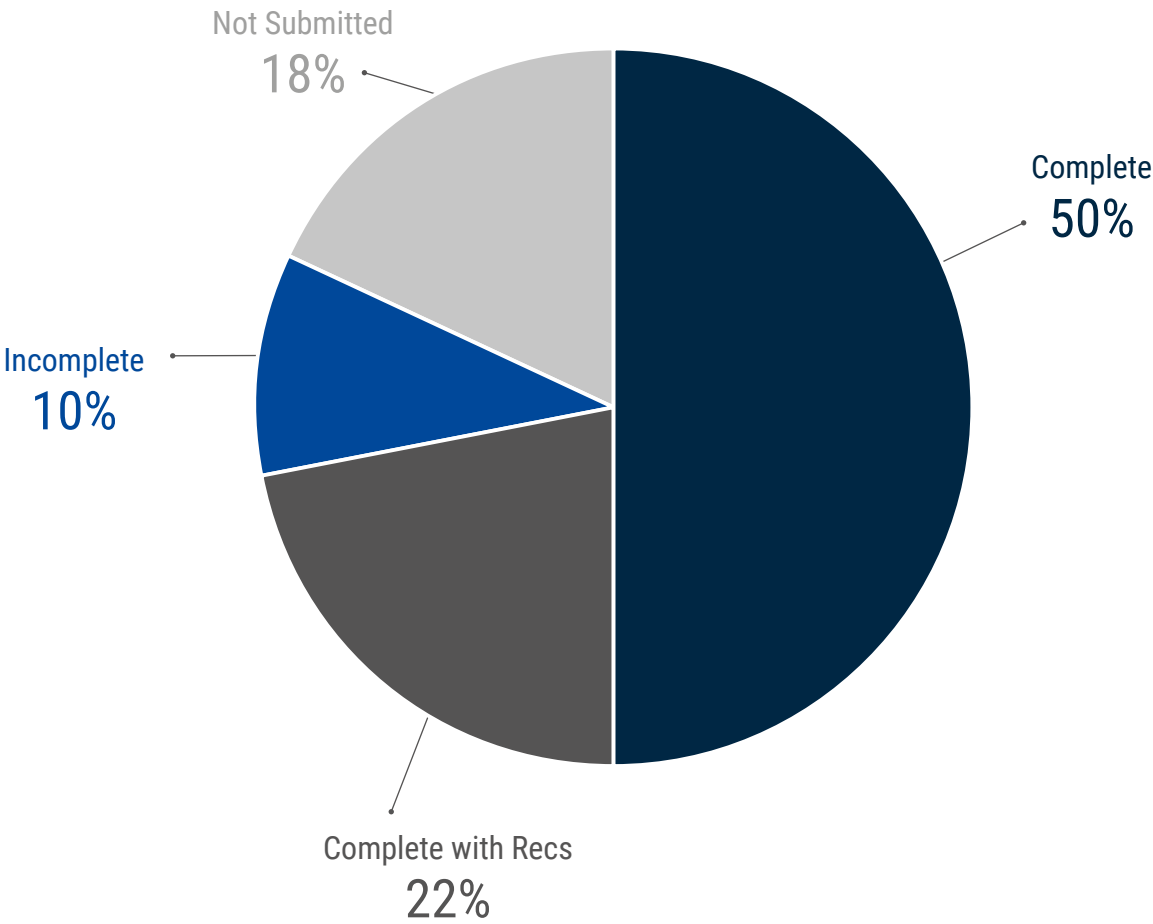
2023-2024 Assessment Findings

An Assessment Findings Report is a summary of conclusions drawn from reviewing assessment evidence. It includes a summary of results presented through prose, tables, charts, or graphs, and a brief description of insights gained from the analysis. After completing the outlined assessment, coordinators report on their findings at the end of the spring semester. Below is the summary of those 2023-2024 submissions.

Academic Programs

Fifty-one of the sixty-two eligible programs (82%) submitted assessment findings for their 2023-2024 assessment plans. Of those submissions, 50% were considered "complete". Twenty-two percent (22%) of the submissions were labeled as "complete with recommendations" because of issues presenting data in the same manner as their benchmarks. Ten percent (10%) of the submissions were labeled "incomplete" due to missing findings for all stated outcomes in the assessment plan. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The chart below summarizes the distinctions between statuses for academic programs.

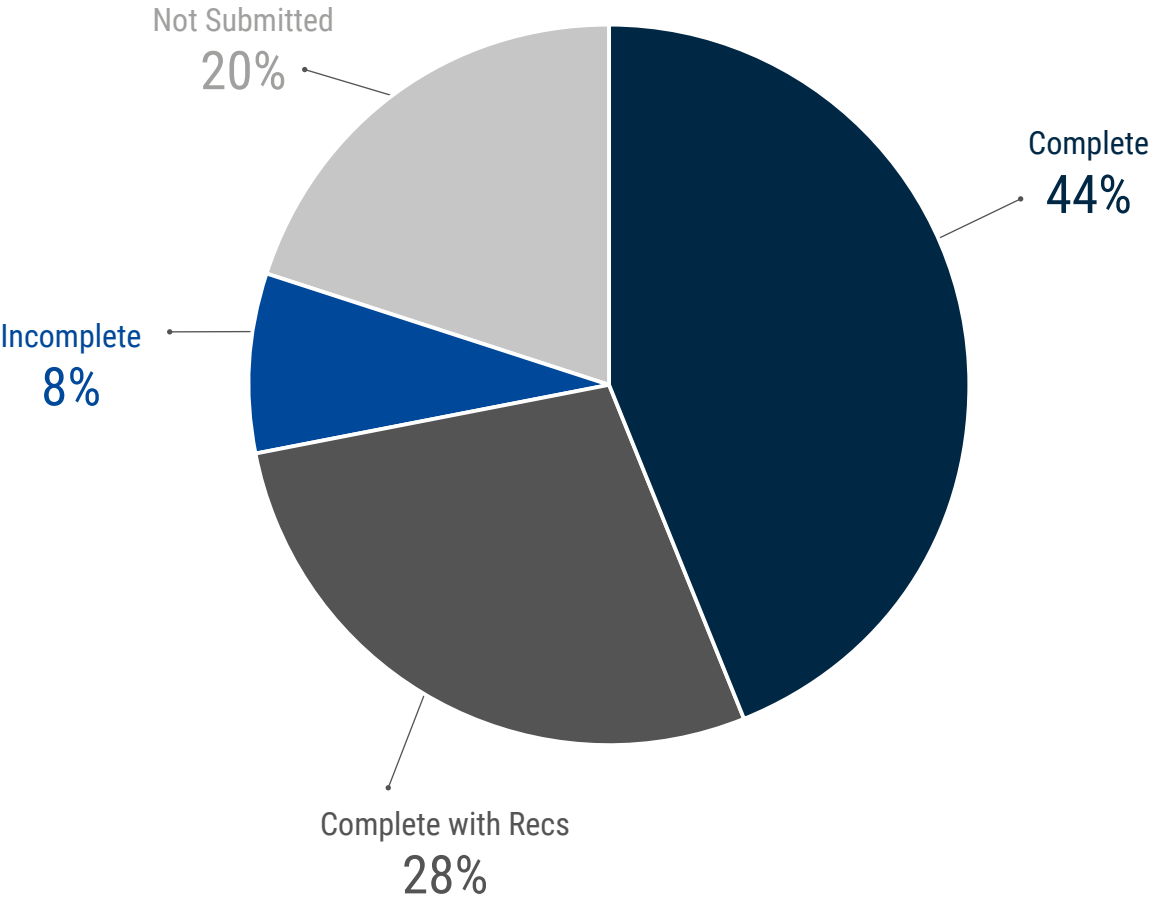
2023-2024 ASSESSMENT PLAN SUBMISSIONS - PROGRAMS



Academic Disciplines

This spring, assessment findings were submitted by 20 out of 25 academic disciplines. Forty-four percent of the submissions were complete, while 28% were considered "complete with recommendations" because they did not fully align with their benchmark statements. The "incomplete" status was most commonly given to assessments that did not provide findings for all planned outcomes. The appropriate Academic Dean will meet with any program coordinators or faculty in the programs that did not submit information and report to the Vice President of Academic Affairs how the issue will be addressed. The chart below shows the percentages of different status categories assigned to submissions.

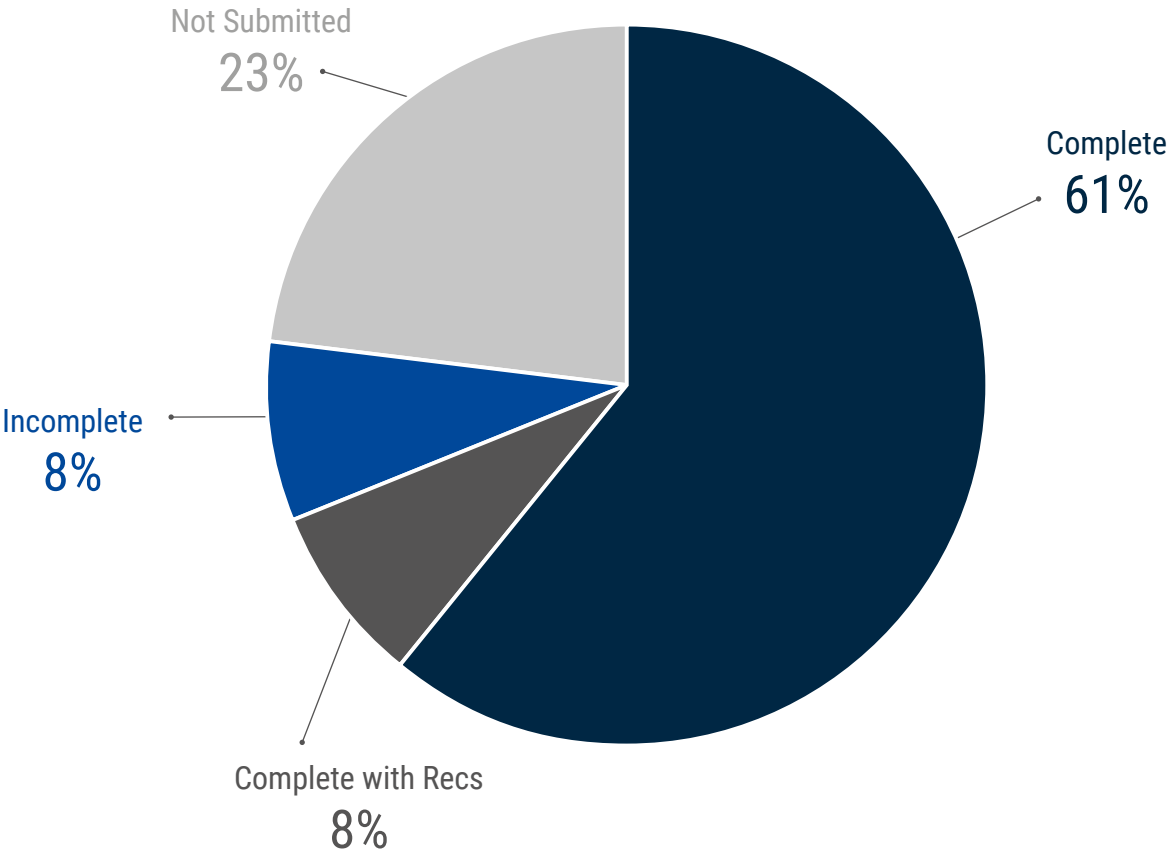
2023-2024 ASSESSMENT FINDINGS SUBMISSIONS - DISCIPLINES



Co-Curricular Programs

Of the sixteen Co-curricular activities at KCKCC, thirteen were eligible to submit assessment findings. Seventy-seven percent (77%) of those activities submitted their findings. Of these submissions, 61% were considered "complete", and 8% were labeled "complete with recommendations" because all outcomes were reported together rather than separately. Some submissions were deemed "incomplete" because they contained copied findings from previous reports. The appropriate supervisor will meet with staff and faculty in the programs that did not submit information and report to the assigned member of President's Cabinet how the issue will be addressed. The chart below summarizes the results from these submissions.

2023-2024 ASSESSMENT FINDINGS SUBMISSIONS - CO-CURRICULAR



COURSE-LEVEL ASSESSMENT

This year, the Office of Assessment introduced a pilot program to conduct course-level assessments across the campus. The pilot program included the ten courses with the highest enrollment and aimed to gather comprehensive data and feedback from multiple sections of each course. The list of courses included in the pilot is provided below:

| | |
|---------------------------------|--|
| BLUE 0101 – Freshman Seminar | MATH 0104 – Intermediate Algebra |
| BIOL 0141 – Human Anatomy + Lab | MATH 0106 – College Algebra |
| BIOL 0271 – Physiology | PSYC 0101 – Introduction to Psychology |
| ENGL 0101 – Composition I | SPCH 0151- Public Speaking |
| ENGL 0102 – Composition II | SOSC 0107 – Sociology |

The coordinators responsible for these academic areas collaborated with all course faculty members to gather common assessment or common assignment data. The goal was to show how much all students achieved the course outcomes, regardless of course modality. Below is a table summarizing the various course-level assessment activities that occurred during the 2023-2024 academic year.

| COURSE | NUMBER OF SECTIONS | NUMBER OF OUTCOMES | ASSESSMENT TYPE | NUMBER OF OUTCOMES MET | TENTATIVE ACTION |
|----------|--------------------|--------------------|-----------------|------------------------|------------------------|
| BLUE 101 | 13 | 4 | Rubric | 4 | Assessment Methodology |
| BIOL 141 | 14 | 5 | Common Quiz | 4 | Course Revision |
| BIOL 271 | 4 | 5 | Common Quiz | 4 | Course Revision |
| ENGL 101 | 20 | 5 | Rubric | 4 | Assessment Methodology |
| ENGL 102 | 13 | 4 | Rubric | 3 | Assessment Methodology |
| MATH 104 | 29 | 4 | Common Exam | 1 | Assessment Methodology |
| MATH 106 | 17 | 2 | Common Exam | 0 | Assessment Methodology |
| PSYC 101 | 49 | 9 | Common Quiz | 9 | Assessment Methodology |
| SPCH 151 | 13 | 5 | Common Exam | 3 | Assessment Methodology |
| SOSC 107 | 2 | 7 | Common Exam | 7 | Course Revision |

The coordinators in this pilot program made a great effort to ensure clear communication with their department faculty and successfully reported data within the limited time available to implement common assessments. Although most courses had imperfect assessment methods, most coordinators were aware of this and had action plans to address the shortcomings.

The Office of Assessment will continue to improve this process, with a focus on discussing the integrity of our dual enrollment and concurrent offerings. Deans have also provided feedback on the information they would like to collect, which will guide the action steps for the 2024-2025 course-level assessment.

CLASS-LEVEL ASSESSMENT

Class-level academic assessment data is gathered at the end of the fall and spring semesters of each academic year. Faculty are asked to submit information through Microsoft Forms for all classes taught that semester. The form helps to document the review of class-level assessment using Blackboard alignments to course outcomes. After reviewing each Blackboard Course Performance Report, faculty are asked to provide the following information:

- Identify strengths and targeted areas for improvement
- Detail strengths and areas for improvement that are not reflected in the Blackboard data
- Identify areas for discussion with the department (during the required annual assessment department meeting)

Class Submissions by Division

| FALL 2023 | | | |
|-----------|-------------------|-------------------|-----------------|
| Division | Total Submissions | Full-time Faculty | Adjunct Faculty |
| ACH | 161 | 28 | 40 |
| ASA | 5 | 2 | 3 |
| CTE | 189 | 33 | 5 |
| HP | 92 | 30 | 10 |
| MSBT | 212 | 32 | 52 |
| SBSPS | 96 | 15 | 24 |
| Total | 755* | 140 | 134 |

**Faculty who teach multiple sections of the same course using the same modality (e.g. all online) within a semester are asked to combine their report into one form submission.*

| SPRING 2024 | | | |
|-------------|-------------------|-------------------|-----------------|
| Division | Total Submissions | Full-time Faculty | Adjunct Faculty |
| ACH | 151 | 26 | 36 |
| ASA | 5 | 1 | 3 |
| CTE | 182 | 31 | 3 |
| HP | 101 | 32 | 8 |
| MSBT | 217 | 32 | 49 |
| SBSPS | 83 | 13 | 16 |
| Total | 739* | 135 | 115 |

**Faculty who teach multiple sections of the same course using the same modality (e.g. all online) within a semester are asked to combine their report into one form submission.*

Here are some examples of targeted areas for improvement, identified by faculty, across divisions. Faculty will use this information during a department meeting focused on assessment during fall 2024.

- ▶ “I really want to focus on the academic planning aspect of this class. How can I make it more interactive in an online environment and more beneficial to students?” (ASA)
- ▶ “I want to find more ways to increase interaction amongst the classmates in an online environment.” (ASA)
- ▶ ”Honestly, the final projects were a bit disappointing this semester, and that falls on me - clearly, I didn't clearly define what I was looking for and the particular outcomes I wanted the students to achieve. Both the instructions and the rubric for the final project will be revised moving forward.” (ACH)
- ▶ “Perhaps I can create stronger connections between the practice work we are doing in class activities and discussion with the outside/independent work they need to complete.” (ACH)
- ▶ “We can always improve on keeping this course relevant. This course is a certification course through the National Restaurant Association/Servsafe. They (NRA/Servsafe) do a good job of keeping instructor/proctors up to date with new techniques and up to date testing material. Since this class does have a high focus on data, numbers, and microorganisms we always will have to look at new areas and techniques to use to keep our students interested in the material being taught. As for goals that need to be worked on next year. That would be goal D for this class. Goal D (Understanding how to create a sanitary environment and create a pest management system). This goal had an average of 87.7%. Although the % isn't bad per say, it is still the lowest % so we will make sure to add some focus to bring that % back up.” (CTE)

- ▶ “Last year when I taught this course, I looked at the overall averages. I decided to adjust the weights for some assignments and testing as well as change out some material questions on tests. Some of the testing scores did drop from this time last year becoming very similar to scores in 2021. For next year I would like to find a happy medium between score averages and testing scores from 2021 - 2023. I would like to see an increase overall, mainly focused on Testing averages. The test this year was mainly multiple choice and matching. I will look to incorporate some short answer and possible essay questions as well.” (CTE)
- ▶ “As a new instructor, I will be attending and acquiring new skills through BDFA (Blue Devil Faculty Academy) and online committee sessions. I will be completely reviewing and improving all the PowerPoint lecture slides and recording lectures to go with them, reviewing and changing classroom participation and activities to accommodate a blended classroom format. Gamification proved to be helpful to stimulate learning and student interaction. I did use and will increase use of Kahoot!, Jeopardy, case studies, and escape rooms for student assignments and class participation.” (HP)
- ▶ “Ensure that all competencies are aligned. Align outcomes and competencies with specific questions to enhance data analysis.” (HP)
- ▶ “Surprisingly, the lowest objective was: The student will examine human interactions and impacts on the environment and natural resources. I think with the breadth of this learning objective it gets overwhelming. Since human activities are impactful on multiple aspects, I may need to focus on certain ones and do a more in-depth project. I've been using a more exam-based assessment for this objective which requires a greater amount of data analysis. I like to use assessment pieces that students must analyze trends and long-term data - which show our impact.” (MSBT)
- ▶ “This semester, students struggled immensely with word problems. Those would routinely be left blank and the student would hope that they would pass without them. We should look at improving the relevant material and perhaps adding outside links to further examples to help students. I also need to be better at catching this earlier (although most students do not ask).” (MSBT)

- ▶ “Based on the reported data, students are learning. However, an area for improvement would be to increase the opportunity for group work. This could enhance class discussion and student interaction. Another area for improvement is to increase our options for class learning field trips. Field trips provide students with the opportunity to actually see, hear, experience and apply what is discussed in class.” (SBSPS)
- ▶ “Next semester, I plan to give my students a revised writing assignment, one that involves more critical thinking, to more fully assess their understanding of the material and their ability to synthesize and elaborate on their own ideas. I will also edit some of my test questions and my worksheet questions making them more clear, based on the feedback I received from my students this semester.” (SBSPS)



REPORTS FROM ASSESSMENT-RELATED COMMITTEES

► Co-Curricular Committee

Submitted by: Amanda Williams and Nicole Wilburn (Co-chairs)

Mission: The mission of the Co-curricular Assessment Committee is to support assessment of student learning through co-curricular activities, programs, and experiences at Kansas City Kansas Community College.

Members: Stacy Tucker (ASA), Robert Crane (MSBT), Danielle Frideres (SAEM), Shai Perry (ACH), Alex Twitty (SAEM), Brett Lagerblade (SAEM), Sarah Cole (ASA), Shawn Derritt (SAEM), Wade Abel (SAEM), Mark Nelson (SAEM), Veronica Knight (SAEM), Jennifer Gieschen (SAEM), Teresa Hill (SAEM), Marissa Krein (ASA), Linda Warner (SAEM), Robert Beach (SAEM), Reem Rasheed (HR), Brady Beckman (SAEM), Nicole Wilburn (SAEM), Amanda Williams (ASA)

Meeting Dates: August 8, 2023; September 19, 2023; October 17, 2023; February 20, 2024; March 19, 2024; April 16, 2024; Program Review presentations - April 11, 2024

Committee Accomplishments: The recent changes to the co-curricular committee included the removal of Student Health and the addition of Upward Bound. The program titled "Student Activities" was updated to "Student Engagement." In addition, four more programs started the process of co-curricular program review with a self-study report. This is the last cohort of programs to start the four-year cycle of program review and improvement. The first cohort completed the final report of their program review. This is with the continued application of program-level assessment annually with all co-curricular programs. This academic year, the committee has mapped CAS standards to the new ILOs.

Committee Challenges: Due to the closure of the college for holidays and inclement weather, several of our scheduled monthly meetings had to be canceled. However, we want to ensure that the upcoming academic calendar will not impact our regular meeting schedule.

Future Plans: The Co-Curricular Assessment Committee is getting ready for an upcoming productive period. First, the committee will review its existing by-laws carefully to make sure they fit with current objectives and best practices. At the same time, they are looking for a talented person to write an article for the Assessment Newsletter. This newsletter will be an important tool for sharing insights, updates, and success stories about assessment initiatives. Also, they are updating the mentor list and reviewing the mentorship structure to provide better support and guidance for participants. The committee's goal is to create a culture of continuous improvement and collaboration within our co-curricular programs.



► General Education Committee

Submitted By: Traci Dillavou and Elizabeth Gillhouse (Co-chairs)

Mission: The purpose of general education at Kansas City Kansas Community College is to lay a broad foundation for students’ education and develop the skills necessary for participation in a free and democratic society. The KCKCC General Education program endeavors to enhance students’ understanding of language and communication, to improve the quality of their reading and writing, to develop analytical and critical thinking skills, to deepen their awareness of our national and global heritage and interconnections, and to foster lifelong learning.

To this end, the General Education Committee (GEC) will provide necessary institutional assessment procedures and protocols to ensure that all general education courses taught at the college are aligned with the goals outlined in the above paragraph. Additionally, in overseeing and assessing the general education program, the GEC seeks to ensure that all general education courses support the college’s strategic plan.

Members: Traci Dillavou (ACH), Elizabeth Gillhouse (ACH), Todd Gordon (MSBT), Jim Krajewski (ACH), Awilda Haas (ACH), Alicia Tolbert (MSBT), David Jones (MSBT), Rochelle Beatty (MSBT), Victor Ammons (SBSPS), Andres Cantillo (SBSPS)

Meeting Dates: September 13, 2023; September 27, 2023; October 11, 2023; October 25, 2023; November 8, 2023; November 29, 2023; January 24, 2024; February 21, 2024; April 10, 2024; May 15, 2024

Committee Assessment: The oral and written communication outcomes were assessed this year. Both outcomes support the Communication ILO (“Communicate effectively using multiple forms of expression.”) A small pilot was collected in the fall semester and rated by committee members using the Association of American Colleges and Universities (AAC&U) rubrics for Oral Communication and Written Communication. In the spring semester, a full pilot was collected and will be rated in the fall of 2024.

Results of the Assessment: The following benchmarks were set for the pilot:

| WRITTEN COMMUNICATION GELO BENCHMARK | | |
|--------------------------------------|-----------------|----------------|
| Rubric KPI | Benchmark Score | Possible Score |
| Context/ Purpose of Writing | 2.25 | 4.00 |
| Content Development | 2.75 | 4.00 |
| Genre and Disciplinary Conventions | 2.5 | 4.00 |
| Sources and Evidence | 2.25 | 4.00 |
| Syntax and Mechanics | 2.25 | 4.00 |
| Overall Score | 12.00 | 20.00 |

| ORAL COMMUNICATION GELO BENCHMARK | | |
|-----------------------------------|-----------------|----------------|
| Rubric KPI | Benchmark Score | Possible Score |
| Organization | 1.5 | 4.00 |
| Language Use | 1.5 | 4.00 |
| Supporting Material | 1.5 | 4.00 |
| Central Message | 1.5 | 4.00 |
| Overall Score | 6.00 | 16.00 |

Based on the pilot rating results (see data tables below) the benchmarks for the Written Communication GELO were partially met. The KPIs (Key Performance Indicators) of “Context of and Purpose for Writing” and “Control of Syntax and Mechanics” both met or exceeded set benchmarks. The KPIs of “Content Development”, “Genre and Disciplinary Conventions”, and “Sources and Evidence” did not meet the set benchmarks. This would suggest that students partially possess the Written Communications skills necessary to graduate. It is important to note again that this was a pilot study. Benchmarks were set for the rating process, but the pilot study was a learning tool for future improvements to the rating process.

Based on the pilot results (see data tables below) all the benchmarks for the Oral Communication GELO were exceeded. This would suggest that students possess the oral communication skills necessary to graduate. It is important to note again that this was a pilot study. Benchmarks were set for the rating process, but the pilot study was a learning tool for future improvements to the rating process.

| WRITTEN COMMUNICATION GELO | | | | | | |
|----------------------------|------------------------------------|---------------------|------------------------------------|----------------------|---------------------------------|---------------|
| | Context of and Purpose for Writing | Content Development | Genre and Disciplinary Conventions | Sources and Evidence | Control of Syntax and Mechanics | Overall Score |
| AVERAGE | 2.68 | 2.66 | 2.47 | 1.39 | 2.68 | 11.82 |

| ORAL COMMUNICATION GELO | | | | | |
|-------------------------|--------------|----------|---------------------|-----------------|---------------|
| | Organization | Language | Supporting Material | Central Message | Overall Score |
| AVERAGE | 2.55 | 2.27 | 2.21 | 2.54 | 9.53 |

Future Plans: Because the Fall 23 pilot was such a small sample, the committee reviewed the results internally and used them to discuss establishing the benchmarks. The pilot was also important in that the committee recognized the potential need to clarify how to use the rubric, when to assign a zero, and when to provide rationale. As this is our first round using our new GELOs and the rubrics from AAC&U, the committee will need to continue discussing the logistics of passing the results to faculty and how they will document their action plans. During the fall 2024 campus Welcome Back Week, committee co-chairs plan to host a session to discuss the results of the GELO project and address questions faculty have about how they might specifically use the results in their divisions and departments.

Information collected in the Fall 23 pilot was not statistically significant so no changes will be made to the benchmarks until after the full pilot is rated. The rubrics will not be changed at this point in the study. We do anticipate trying to collect recorded speeches for oral communication rather than outlines, which could impact the rubric, but the logistics of that are unclear at this point and the viability for the next round is uncertain and far in the assessment cycle. No substantive changes will be made to any of the rubrics until we complete the first round of all the GELOs. The committee will develop benchmarks for each GELO and any training material or other clarification as we review each rubric in advance of the rating sessions. Acquiring faculty outside the GELO committee to serve as raters is a continued concern as this project moves forward; the committee has reached out to the Vice President of Academic Affairs for ideas and assistance in this pursuit.

► Program Review Committee

Submitted By: Todd Miles and Jeff Smith (Co-Chairs)

Mission: Our mission is to recognize the strengths and achievements of academic programs and enhance their commitment to a robust assessment of outcomes. The committee represents a partnership of members to review all existing academic programs leading to completing a degree, certificate, or transfer to ensure they are engaged in ongoing self-evaluation and assessment. These assessments examine their academic quality, vitality, and responsiveness to the student, community, and industry needs to further students’ education. Information collected through the review process ensures alignment between college and program goals and thus informs institutional planning. This committee evaluates, modifies, and updates the process for program review. It also oversees the responsibilities and function of the scope.

Committee Members: Todd Miles (HP), Jeff Smith (HP), John Williams (CTE), Janine Swift (ACH), Justin Binek (ACH), Annette Farrell (SBSPS), Daryl Long (SBSPS), Shay Dodson (ACH), Kristy Davis (CTE), Renee Gregory (SAEM), Karisse Whyte (SBSPS), Quinton Parsons (HP), DeShawn Bailey (CTE), Tyrun Flaherty (MSBT), David Noll (HP), Kristen Ball (MSBT), and Kara Reed (MSBT)

Meeting Dates: August 8, 2023; September 7, 2023; October 5, 2023; November 2, 2023; December 7, 2023; January 11, 2024; February 8, 2024; March 7, 2024; April 11, 2024; and May 9, 2024.

Committee Accomplishments: This academic year, we received clear guidance on the process for continuous growth through feedback and identified a plan to enhance the participants' experience. The program review website was developed for better access so that programs could familiarize themselves with the forms and ask any questions before starting the process. The Director of Institutional Effectiveness (IE) has provided a better understanding of data collection and reporting processes for programs, coordinators, and deans.

The program review documents were added to the program review homepage under academic assessments. More collaboration has increased communication among committee members, program coordinators, and deans. Mentoring is now viewed as positive and constructive, as it involves sharing ideas and concerns each program deals within the four-year cycle.

Committee Challenges: Our committees continue to face challenges this academic year. First, while we increased communications, there were still misunderstandings about the directions for each form in each cohort cycle. Second, program coordinators did not completely understand the data provided to tell their program’s story in the Self-Study Review (SSR). Third is the challenge for program coordinators and deans to locate the review forms on the Assessment Website. As of now, there are too many steps to find the documents. Fourth, we continue to face the issue of using our TEAMS program for final approval from the administration and the timeframe to return documents to the programs to continue their review process. Lastly, we are still struggling with deadlines and programs that are inconsistent with our program review calendar and process.

The review process is always evolving and changing. However, the program review committee instills progress and promises to continue to develop the faculty-friendly review process. We will continue to address our challenges and others starting in May 2024 and resume in fall 2024. The plan outline is as follows:

- Determine the final review process, including administration.
- Continue ongoing training for committee members, including understanding the data each program is presented with from Institutional Effectiveness.
- Collaborate with the Dean of Academic Support and Assessment and the Marketing team to resolve website issues.
- Additional program co-chair meetings to evaluate the progress of projects and issues.
- Continue a streamlined communication process.
- Provide more collaboration among program coordinators and deans following the review calendar.

Our committee will address and implement the plans identified. We are all bought into this process because of individual strengths to improve program review.

Future Plans: The program review committee will continue improving the review process. The co-chairs will explore training opportunities to strengthen each member's communication and mentoring skills. We have a program review mentoring handbook in draft form that the Dean of Academic Support and Assessment is currently reviewing. This handbook will guide each committee member as they mentor their prospective programs in the cohort cycles. The program review committee members will also be more proactive in communicating with their dean on due dates and assisting program coordinators in their divisions. The goal of this assistance is to strengthen the review process and be realistic with the buy-in and ownership the deans have in their divisions.

CONTINUOUS IMPROVEMENT

Our institution has made significant progress in academic and co-curricular programs by analyzing learning outcomes data. This has helped identify areas for improvement, implement enhancements, and achieve measurable results. This section highlights the innovative approaches and dedicated efforts of our faculty and professional staff, showcasing how data-informed decisions have led to significant enhancements in curriculum design, instructional methodologies, and co-curricular activities, ultimately fostering a more enriching and effective learning environment for our students.

► Use of Assessment Data

Based on program-level assessment reports, these are a few examples of the actions taken based on assessment data this past year:

- Creating new assignments targeted at student deficiencies and providing new opportunities to engage in learning. (Biology)
- Adjusting the assessment method to collect accurate and relevant data. (Learning Services)
- Scaffolding learning throughout the program, building on knowledge with aligned assignments that connect classes to the learning outcome. (Early Childhood Education)
- Increasing faculty development and involvement in the assessment process to better use information in instructional strategies. (Sociology)
- Developing a remediation plan that can be utilized for any topic in which students lack preparedness. (Mortuary Science)
- Improving systems and procedures by recognizing the need to expand resources for students and connecting them to services. (Student Accessibility and Support Services)

► Assessment Accolades

Several departments across campus are engaged in assessment activities that reflect best practices. This year the Office of Assessment would like to showcase academic and co-curricular programs demonstrating good assessment practices and procedures. These can stand as models for what can be incorporated into future cycles.

English Department

This year, there was a move to a co-requisite model of courses to aid students who needed support in reading and writing. The English and Reading departments, under the leadership of Dean Donna Bohn, set up measures to evaluate the effectiveness of this class structure. Data for the co-requisite INRW/ENGL courses indicate 100% of students who complete INRW with an A, B, or C, also complete ENGL 0101 English Composition I with an A, B, or C. Students obtain transferable credit immediately, compared to students who take Pre-Composition and/or Reading courses in a previous semester and who have a lower pass rate in the subsequent Composition I course. This is a valuable measure of improvement for this set of students. The actions planned based on this Record and Reflect step will be better informed because this department took the time to set its benchmarks and goals and gather information.

Nursing/Registered Nurse AAS

The evaluations of the learning outcomes for this program have demonstrated outstanding procedures in completing assessment cycles. Notably, this department has divided its learning outcomes into distinct sets that go through the entire cycle, from assessment plan to action status report, and document the results and analysis clearly before the same learning outcomes go into the cycle again. This reflects best practice and allows the department faculty to focus their efforts on advancing the program.

Equity, Inclusion, and Multicultural Engagement

The assessment plan created for the Center for Equity, Inclusion, and Multicultural Engagement (CEIM) included both a direct measure of learning and an indirect measure of each of their chosen learning outcomes. For example, CEIM wanted to evaluate if students were able to define terms and apply them to their individual experiences. The direct measure of asking students to define the terms in a quiz format provided information on the student's ability. The indirect measure, by way of a survey, allowed CEIM staff to evaluate if students could apply the definitions to their own experiences. This set up a way for CEIM to evaluate both their instructional clarity and the impact they had on their audience. While staffing issues in the department disrupted the reporting process, this way of developing an assessment is considered best practice and very influential in how information is collected in the co-curricular department. The assessment plan submitted to Taskstream can be found in **Appendix C**.

ACKNOWLEDGMENTS

We extend our deepest gratitude to the dedicated faculty, professional staff, and committee members whose unwavering commitment and collaborative efforts have been instrumental in advancing our assessment initiatives over the past academic year. Your rigorous evaluation of student learning and your steadfast focus on achieving institution-, program-, course-, and class-level outcome goals have not only enhanced the quality of our educational offerings but fostered a culture of continuous improvement and academic excellence. Your contributions are the cornerstone of our success, and we are appreciative of your hard work, innovation, and dedication.

We also acknowledge the invaluable support from our administrative leadership. The collaborative spirit demonstrated by all involved has ensured that our assessment practices are both meaningful and impactful, ultimately benefiting our entire academic community. Your contributions are driving the continuous improvement of our institution's educational mission, and for that, we extend our heartfelt thanks.

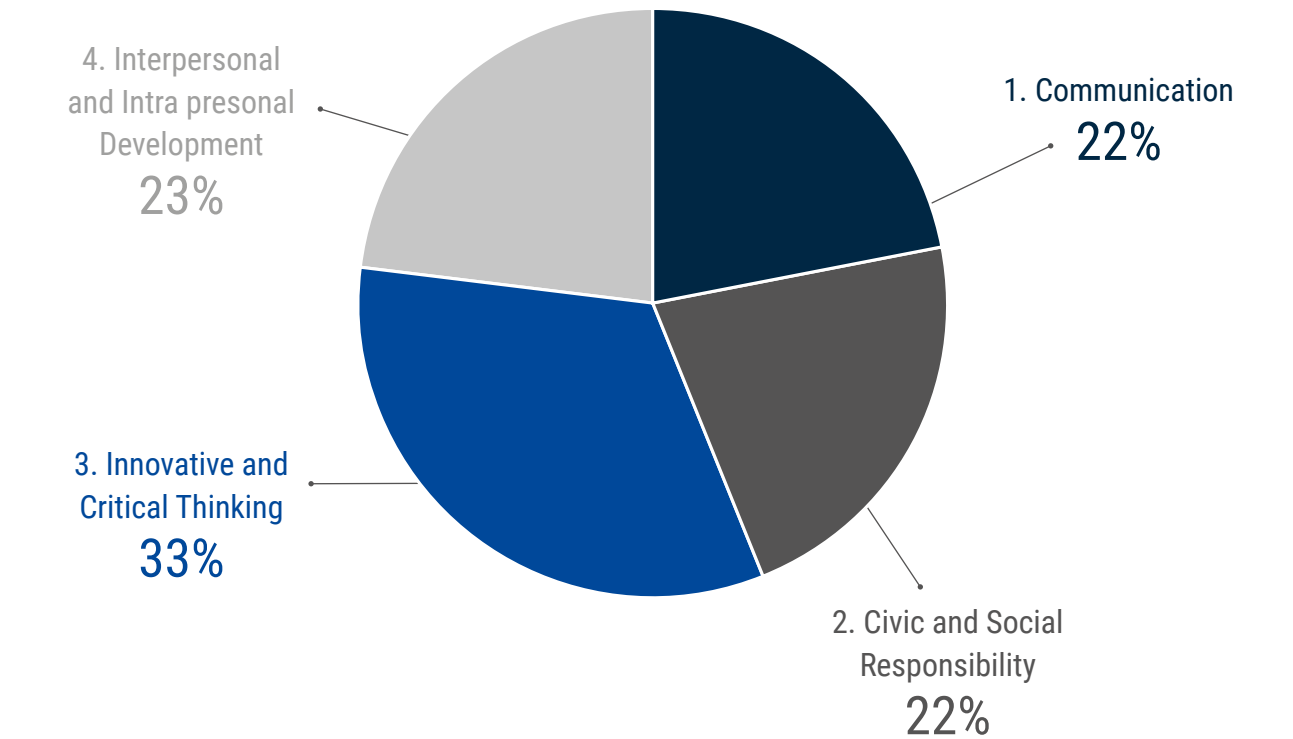
APPENDICES

► Appendix A

Distribution of Co-curricular Student Learning Outcomes to Institution Learning Outcomes based on mapping of the CAS standards.

| CAS STANDARD | 1. COMMUNICATION | 2. CIVIC AND SOCIAL RESPONSIBILITY | 3. INNOVATIVE AND CRITICAL THINKING | 4. INTERPERSONAL AND INTRAPERSONAL DEVELOPMENT |
|---------------------------|------------------|------------------------------------|-------------------------------------|--|
| Knowledge Acquisition | 0 | 0 | 20 | 0 |
| Cognitive Complexity | 0 | 0 | 6 | 0 |
| Intrapersonal Development | 0 | 0 | 9 | 9 |
| Interpersonal Competence | 10 | 10 | 0 | 10 |
| Humanitarianism | 5 | 5 | 0 | 5 |
| Practical Competence | 8 | 8 | 0 | 0 |
| Total | 23 | 23 | 35 | 24 |

CO-CURRICULAR CAS STANDARD DISTRIBUTION TO ILOs



► Appendix B

Status grid for Taskstream submissions.

| STATUS | CRITERIA |
|--|---|
| Complete | Submissions are deemed complete if all areas of the Taskstream template are filled out AND the information/evidence provided is in accordance with assessment research and best practice. |
| Complete with Recommendations (written as Recs in the data charts) | Submissions are deemed complete with recommendations if all areas of the Taskstream template are filled out BUT the information/evidence provided is not in accordance with assessment research and best practice. |
| Incomplete | Submissions are deemed incomplete if they are missing information in any area of the designated template OR if they indicate that assessment activities were not carried out OR if the information is a duplicate of what was submitted in prior semesters. |
| Not Submitted | Submissions receive the not submitted designation when they are completely blank. |

► Appendix C

Screenshot of Assessment Plan example from the Center for Equity, Inclusion and Multicultural Education Co-curricular program.



► Appendix C

Screenshot of Assessment Plan example from the Center for Equity, Inclusion and Multicultural Education Co-curricular program.

▼ Measure: Training Participation

Direct - Exam

Description of Assessment Method:

After participating in the Introduction to Diversity, Equity, and Inclusion training session, students will take a brief exam with fill-in-the-blank questions designed to test recall. The information will be collected via an online form with results being analyzed in Excel. 75% of students will correctly answer all of the questions. This exam can point to how likely students are to recall and apply these themes to their own experience.

Benchmark:

75% of students will provide correct responses to a quiz in a training session.

Timeline/Frequency:

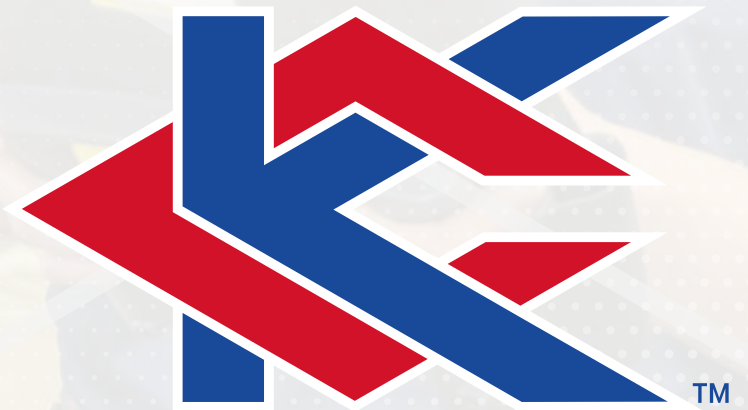
One training session each semester.

Responsible Staff/Faculty:

Mike Torres
Director of Diversity, Equity, and Inclusion

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Kansas City Kansas
Community College™

2024

**Annual Security/Fire
Safety Report for
Kansas City Kansas
Community College**

The Annual Campus Security Report

The Annual Campus Security – Introduction

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

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

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

Sincerely,

Robert

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

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College Law Enforcement

The Kansas City Kansas Community College (KCKCC) Police Department is located in the Science Building (Room 3452) at the 7250 State Ave. location and provides protection and service to the KCKCC community by foot, bicycle, and vehicular patrol 24 hours a day, 365 days a year. A chief, deputy chief, 4 sergeants, 13 patrol officers, 2 security guards, 2 dispatchers, and an administrative assistant staff the KCKCC Police Department. They are charged with the responsibility of making sure federal, state, and local laws, as well as KCKCC policies and procedures, are obeyed and enforced.

Enforcement Authority, Arrest Authority and Jurisdiction

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

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

Working Relationships with Outside Agencies

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

Agreements with Outside Agencies

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

Additional Services

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

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

Safety Tips



Stay Alert

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



See Something Say Something

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



Avoid Walking Alone at Night

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



Keep Your Doors Locked

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



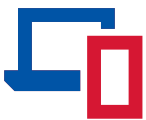
Park in Well-lit Areas and Keep Vehicles Locked

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



Register Your Vehicle with the KCKCC Police Department

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



Protect Your Laptop and Phone

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

Reporting Procedures

Reporting Criminal Activity or Emergencies

To help provide a safe and secure environment, all members of the KCKCC community, including visitors, are expected, requested, and encouraged to report any criminal activity or emergencies they observe.

Reporting may be accomplished in person at the KCKCC Police Department (Room 3452) , by contacting the KCKCC Police Department directly at 913-288-7636, or by dialing 911.

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

- ▶ Any KCKCC Police Officer or Police Department Employee: 913-288-7636
- ▶ Vice President of Academic Affairs
- ▶ Vice President of Student Affairs and Enrollment Management
- ▶ Chief Human Resource Officer
- ▶ Dean of Academic Support Assessment
- ▶ Dean of Arts, Humanities and Social Sciences
- ▶ Dean of Health Professions Health Professions and Public Safety
- ▶ Dean of Math, Science, Business and Technology
- ▶ Dean of Career and Technical Education
- ▶ Dean of Student Services
- ▶ Director of Pioneer Career Center
- ▶ Athletic Director
- ▶ All Athletic Coaches / Athletic Trainer
- ▶ Title IX Coordinator
- ▶ College Nurse

Response to Reports

Officers will respond to all reports of criminal activity or emergency situations. Response time may be affected by various factors, such as the number and location of available personnel and/or their involvement at the time a report is received. Response to an incident may also involve other personnel (i.e., Student Services in an incident of violence, members from the Counseling Center in the case of

a sexual assault, and/or an outside police agency or other agencies if an incident requires specialized abilities beyond the capabilities of the KCKCC Police Department).

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

Accurate and Prompt Reporting of Crimes

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

Confidential Reporting

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

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

Jennifer Gieschen, Coordinator of Women & Gender Advocacy

Room 3371 Jewell Building

913.288.7193

gieschen@kckcc.edu

Nicole Graves, Campus Counselor

Room 3371 Jewell Building

913.288.7439

ngraves@kckcc.edu

The Counseling & Advocacy Office can also provide assistance with:

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

Professional Counselor

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

KCKCC does not have pastoral counselors.

Timely Warning Procedures

Timely Warning

A timely warning notice will be distributed when it is determined that an incident may pose an ongoing or serious threat to members of the KCKCC community and it is within the KCKCC Clery Geography (“On-Campus”, “Public Property”, and “Non-Campus” property). These warnings will be distributed if the incident is reported either to the KCKCC Police Department directly or to the KCKCC Police Department indirectly through a CSA or a local police department.

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

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

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

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

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

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

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

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

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

Emergency Response and Evacuation Procedures

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

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

Notifications for Emergency or Dangerous Situations

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

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

Confirmation of Emergency or Dangerous Situations

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

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

- ▶ Content of the message
- ▶ Determine the appropriate segments of the community that will be impacted
- ▶ Initiate some or all the proper notification systems (Text/Email/PA System) to notify the community.

Updates to the KCKCC community about any particular situation resulting in a timely warning may be distributed electronically via email and on the KCKCC web site at www.kckcc.edu.

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

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

Emergency Testing Procedures

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

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

Local Police Department

KCKCC does not have any “Non-Campus” housing facilities that require the assistance of local law enforcement agencies to monitor.

Security of and Access to College Facilities

Key and access control at all Kansas City locations is monitored by the KCKCC Police Department.

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

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

KCKCC offers Student Housing immediately adjacent to the 7250 State Ave. location. The KCKCC issues the key cards to residents. The student housing building is secured and requires a key card for access. Each individual suite area requires a key for access and each individual bedroom within the suite also requires a key for access. Keys to the suites and individual bedrooms are issued by KCKCC Police and the Director of Student Housing.

Security and Access to College Facilities

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Maintenance of College Facilities

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

Education Programs

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

The KCKCC Police Department conducts College Safety Training monthly for all new hires at employee orientation. Safety training for incoming students is also conducted in student housing. College Safety Training covers topics pertaining to the KCKCC Police Department, college safety, escorts, and [CRASE](#) (Citizen Response to Active Shooter Events) training. KCKCC Police offer multiple CRASE and General Safety trainings at all campuses throughout the Fall and Spring semesters. KCKCC Police also have several classes that request active shooter response training in their classroom.

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

Alcohol and Drug Policies

Possession, Use and Sale of Alcoholic Beverages

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

Possession, Use and Sale of Illegal Drugs

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

Please refer to the KCKCC Alcoholic Beverages and Illegal Drugs Policy listed in the Student Code of Conduct, <https://www.kckcc.edu/files/docs/student-resources/student-handbook-and-code-of-conduct.pdf> in addition to the college's policies and procedures, <https://www.kckcc.edu/about/policies-procedures/index.html>.

Drug and/or Alcohol Abuse Education Programs

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

The EAP is strictly confidential and is designed to safeguard employee privacy and rights. Information given to the EAP counselor may be released only if requested by the employee in writing. All counselors

are guided by a Professional Code of Ethics.

Personal information concerning employee participation in the EAP is maintained in a confidential manner.

No information related to an employee's participation in the program is entered into the personnel file.

KCKCC offers personal counseling services to students on many issues, including drug and alcohol abuse.

Students seeking additional information about health problems and treatment related to alcohol and/or drug problems may contact a counselor through the KCKCC Counseling and Advocacy Center located in

Upper Jewell. Publications distributed by the Counseling and Advocacy Center include:

- ▶ Rethinking Drinking: Alcohol and Your Health - USDHHS
- ▶ Breaking Free From Smoking Addiction - Channing Bete
- ▶ Quitting for Life A Self Care Handbook- Channing Bete
- ▶ Smoking: Medicines to Help You Quit – FDA Office of Women's Health
- ▶ Tobacco Facts - Kansas Family Partnership
- ▶ Sobriety, Making the Change. - Kansas City AA Central Office
- ▶ Drunk Driving Is it worth it? - KDOT
- ▶ Conducir Ebrio Vale la pena?? - KDOT
- ▶ Underage Drinking Adult Consequences - KDOT
- ▶ Menores alcohol consecuencias mayores - KDOT
- ▶ The Facts about Fentanyl - CDC
- ▶ Ecstasy Fast Facts - NDIC/DOJC/DOJ

Local Assistance Options for Employees and Students

| Facility Name, Address, Phone Website, Email Address | Type of Facility, Description |
|--|--|
| Heartland RADAC 1321 N 7th Street Kansas City, KS 66101 or 432 Walnut Street Leavenworth, KS 66048 (913) 789-0951 or (800) 281-0029 Website: http://www.hradac.com/ | Assessment for in and outpatient treatment |
| KU Medical Center 3901 Rainbow Blvd Kansas City, KS 66160 (913) 588-6493 Website: https://www.kumc.edu/school-of-medicine/academics/departments/psychiatry-and-behavioral-sciences/patient-care.html | Drug Treatment (Outpatient) |
| Mirror 6221 Richards Dr. Shawnee, KS 66216 (913) 248-1943 Website: http://www.mirrorinc.org | Alcohol and Drug Treatment (Residential and Outpatient) |
| Wyandot Behavioral Health Network - RSI 1301 N 47th Street, Building B Kansas City, KS 66102 (913) 956-5620 Website: www.rsicrisis.org | 24-hour assessment and triage, Crisis observation, and crisis stabilization, sobering beds |

Drug-Free Schools and Communities Act (DFSCA)

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

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

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

Crime Statistics

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

Definitions for Use in Classifying Crime Reports

Murder

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

Manslaughter by Negligence

The killing of another person through gross negligence.

Forcible Sex Offenses

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

Rape

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

Fondling

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

Non-forcible Sex Offenses

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

Incest

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

Statutory Rape

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

Robbery

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

Aggravated Assault

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

Burglary

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

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle.

Arson

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

Liquor Law Violations

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

Drug Related Violations (Sale, Use, and

Possession)

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

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

Weapon Law Violations

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

Domestic Violence

Includes felony or misdemeanor crimes of violence committed by:

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

Dating Violence

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

- ▶ The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- ▶ For the purpose of this definition:

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

Stalking

- ▶ Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
- ▶ Fear for the person's safety or the safety of others; or
- ▶ Suffer substantial emotional distress

For the purpose of this definition;

- ▶ Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means -- follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Definitions for Use in Classifying Hate Crime Reports

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

Race

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

Gender

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

Religion

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

Sexual Orientation

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation. Sexual orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex (e.g., lesbian, gay, bisexual, or heterosexual).

Ethnicity

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

National Origin

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

Gender Identity

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

Disability

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

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

Larceny-Theft

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

control over a thing.”)

Pocket-picking

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

Purse-snatching

The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.

Shoplifting

The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.

Simple Assault

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

Intimidation

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

Destruction/Damage/Vandalism of Property (Except “Arson”)

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

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

KCKCC Crime Statistics / CLERY Data: 7250 State Ave.

| Criminal Offenses (Reported by Hierarchy) | 2021 | | | | 2022 | | | | 2023 | | | |
|--|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|
| | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing |
| Murder / Non Negligent/ Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Manslaughter by Negligence | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape / Forcible Fondling | 1 | 1 | 0 | 1 | 2 | 4 | 0 | 2 | 1 | 1 | 0 | 1 |
| Incest / Statutory Rape | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 2 | 3 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary | 0 | 6 | 0 | 0 | 0 | 5 | 0 | 0 | 2 | 3 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 4 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | | | | | | | |
| Arrest | | | | | | | | | | | | |
| Weapons Law Arrests | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Arrests | 1 | 6 | 0 | 0 | 0 | 21 | 0 | 0 | 0 | 7 | 0 | 0 |
| Liquor Law Arrests | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 0 |
| | | | | | | | | | | | | |
| Disciplinary Referrals | | | | | | | | | | | | |
| Weapons Law Violations | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 10 | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| | | | | | | | | | | | | |
| VAWA | | | | | | | | | | | | |
| Domestic Violence | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| Dating Violence | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stalking/Harassment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| | | | | | | | | | | | | |
| Unfounded Crimes | | | | | | | | | | | | |
| Total Unfounded Crimes | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

No Hate Crimes were reported during the calendar years 2021, 2022, and 2023

Non Campus Stats include entire year of stats for the high schools, not just times when KCKCC had classes.

This location does not have student housing.

Definitions

- On Campus
 - Owned or controlled by the institution
 - Within the same reasonably contiguous geographic area and
 - Used in direct support of, or in a manner related to, the institution's educational purposes:
 - Academic, Administrative and Support Buildings
 - Residence halls and other on campus housing facilities
- Non-Campus Property
 - Owned or control buildings or property located off campus used for the following
 - Classes
 - Internships
 - Jobs or Work Study
 - To access campus services like parking office, counseling center, student health center, etc.
 - To play sports
- Public Property
 - All public property, including thoroughfares, streets, and sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus.
- Residential facilities include any student housing facility that is:
 - Owned or controlled by the institution,
 - Or is located on property that is owned or controlled by the institution,
 - and is within the reasonably contiguous geographic area that makes up the campus

KCKCC Crime Statistics / CLERY Data: 6565 State Ave. Kansas City, Kansas 66109

| Criminal Offenses (Reported by Hierarchy) | 2021 | | | | 2022 | | | | 2023 | | | |
|--|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|
| | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing |
| Murder / Non Negligent/ Manslaughter | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Manslaughter by Negligence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Rape / Forcible Fondling | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Incest / Statutory Rape | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Robbery | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Aggravated Assault | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Burglary | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 1 | 0 | 0 | n/a |
| Motor Vehicle Theft | 1 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 3 | 0 | 0 | n/a |
| Arson | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Arrest | | | | | | | | | | | | |
| Weapons Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Drug Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Liquor Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Disciplinary Referrals | | | | | | | | | | | | |
| Weapons Law Violations | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Drug Law Violations | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Liquor Law Violations | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| VAWA | | | | | | | | | | | | |
| Domestic Violence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Dating Violence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Stalking/Harassment | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Unfounded Crimes | | | | | | | | | | | | n/a |
| Total Unfounded Crimes | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | 0 |

No Hate Crimes were reported during the calendar years 2021, 2022, and 2023

Non Campus Stats include entire year of stats for the high schools, not just times when KCKCC had classes.

This location does not have student housing.

Definitions

- On Campus
 - Owned or controlled by the institution
 - Within the same reasonably contiguous geographic area and
 - Used in direct support of, or in a manner related to, the institution's educational purposes:
 - Academic, Administrative and Support Buildings
 - Residence halls and other on campus housing facilities
- Non-Campus Property
 - Owned or control buildings or property located off campus used for the following
 - Classes
 - Internships
 - Jobs or Work Study
 - To access campus services like parking office, counseling center, student health center, etc.
 - To play sports
- Public Property
 - All public property, including thoroughfares, streets, and sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus.
- Residential facilities include any student housing facility that is:
 - Owned or controlled by the institution,
 - Or is located on property that is owned or controlled by the institution,
 - and is within the reasonably contiguous geographic area that makes up the campus

KCKCC Crime Statistics / CLERY Data: 6736 State Ave. Kansas City, Kansas 66109

| Criminal Offenses (Reported by Hierarchy) | 2021 | | | | 2022 | | | | 2023 | | | |
|--|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|
| | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing |
| Murder / Non Negligent/ Manslaughter | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Manslaughter by Negligence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Rape / Forcible Fondling | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Incest / Statutory Rape | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Robbery | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Aggravated Assault | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Burglary | 2 | 0 | 0 | n/a | 1 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Motor Vehicle Theft | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Arson | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Arrest | | | | | | | | | | | | |
| Weapons Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Drug Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Liquor Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Disciplinary Referrals | | | | | | | | | | | | |
| Weapons Law Violations | 1 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Drug Law Violations | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Liquor Law Violations | 1 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| VAWA | | | | | | | | | | | | |
| Domestic Violence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Dating Violence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Stalking/Harassment | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Unfounded Crimes | | | | | | | | | | | | |
| Total Unfounded Crimes | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |

No Hate Crimes were reported during the calendar years 2021, 2022, and 2023

Non Campus Stats include entire year of stats for the high schools, not just times when KCKCC had classes.

This location does not have student housing.

Definitions

- On Campus
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 - Residence halls and other on campus housing facilities
- Non-Campus Property
 - Owned or control buildings or property located off campus used for the following
 - Classes
 - Internships
 - Jobs or Work Study
 - To access campus services like parking office, counseling center, student health center, etc.
 - To play sports
- Public Property
 - All public property, including thoroughfares, streets, and sidewalks, that is within the campus, or immediately adjacent to and accessible from the campus.
- Residential facilities include any student housing facility that is:
 - Owned or controlled by the institution,
 - Or is located on property that is owned or controlled by the institution,
 - and is within the reasonably contiguous geographic area that makes up the campus

KCKCC Crime Statistics / CLERY Data: 1901 Spruce St. Leavenworth, Kansas 66048

| Criminal Offenses (Reported by Hierarchy) | 2021 | | | | 2022 | | | | 2023 | | | |
|--|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|-----------|------------|-----------------|-------------------|
| | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing | On-Campus | Non-Campus | Public Property | On-Campus Housing |
| Murder / Non Negligent/ Manslaughter | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Manslaughter by Negligence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Rape / Forcible Fondling | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Incest / Statutory Rape | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Robbery | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Aggravated Assault | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Burglary | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Motor Vehicle Theft | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Arson | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Arrest | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | | | | |
| Weapons Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Drug Law Arrests | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Liquor Law Arrests | | | | | | | | | 0 | 0 | 0 | n/a |
| | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | | | | |
| Disciplinary Referrals | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | | | | |
| Weapons Law Violations | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Drug Law Violations | | | | | | | | | 0 | 0 | 0 | n/a |
| Liquor Law Violations | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | | | | |
| VAWA | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | | | | |
| Domestic Violence | | | | | | | | | 0 | 0 | 0 | n/a |
| Dating Violence | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| Stalking/Harassment | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |
| | | | | | | | | | | | | |
| Unfounded Crimes | | | | | | | | | | | | |
| Total Unfounded Crimes | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a | 0 | 0 | 0 | n/a |

No Hate Crimes were reported during the calendar years 2021, 2022, and 2023

Non Campus Stats include entire year of stats for the high schools, not just times when KCKCC had classes.

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Definitions

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- Owned or controlled by the institution
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 - Residence halls and other on campus housing facilities

► Non-Campus Property

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

► Public Property

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

► Residential facilities include any student housing facility that is:

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

Daily Crime Log

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

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

The Daily Crime Log Includes

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

The KCKCC Police Department posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident. Crime report information may be excluded from the log under these circumstances:

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

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

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

provided the information if they are brought to the college for an interview.

Missing Students

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

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

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

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

Higher Education Opportunity Act (HEOA) Victim Notification

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

Sex Offender Registry

Under the “Campus Sex Crimes Prevention Act”, persons required to register under a state offender registration program must notify the state concerning each post-secondary school at which the offender works or is a student. The State of Kansas has developed a statewide registry list. The information on the web site refers only to persons who have been convicted of, found guilty of or plead guilty to committing or attempting to commit sexual offenses and may not reflect the entire criminal history of a particular individual. Offenders required to register for crimes of kidnapping, felonious restraint or child abuse may not be listed.

STATE OF KANSAS SEX OFFENDER LIST

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

The Clery Act further amends the Family Educational Rights and Privacy Act of 1974

(FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

Policies and Procedures Related to Dating Violence, Domestic Violence, Sexual Assault and Stalking

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

The KCKCC Title IX Policy

This [policy](#) prohibits all forms of sexual or gender-based harassment, sexual violence, and stalking.

Title IX Student Code of Conduct

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

Kansas City Kansas Community College Policy: 5.00 Discrimination and Harassment

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

Definitions Violence Against Women Act (VAWA)

Dating Violence

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

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition—
 - a. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - b. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence

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

Sexual Assault

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

- i. **Rape**
 - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- ii. **Fondling**

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

iii. **Incest**

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

iv. **Statutory Rape**

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

Stalking

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

Kansas Definitions and Statutes

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

Domestic Violence Statutes

K.S.A. 21-5414. Domestic battery; aggravated domestic battery

Domestic battery is:

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

Aggravated domestic battery is:

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

As used in this section:

- ▶ “Dating relationship” means a social relationship of a romantic nature. In addition to any other factors the court deems relevant, the trier of fact may consider the following when making a determination of whether a relationship exists or existed: Nature of the relationship, length of time the relationship existed, frequency of interaction between the parties and time since the termination of the relationship, if applicable;
- ▶ “Family or household member” means persons 18 years of age or older who are spouses, former spouses, parents or stepparents and children or stepchildren, and persons who are presently residing together or who have resided together in the past, and persons who have a child in

common regardless of whether they have been married or who have lived together at any time.
“Family or household member” also includes a man and woman if the woman is pregnant and the man is alleged to be the father, regardless of whether they have been married or have lived together at any time; and

Sexual Assault and Sexual Violence Statutes

K.S.A. 21-5503. Rape

Rape is

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

K.S.A. 21-5504. Criminal sodomy; aggravated criminal sodomy

Criminal sodomy is:

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

Aggravated criminal sodomy is:

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

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

Sexual battery:

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

Aggravated sexual battery:

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

K.S.A. 21-5506. Indecent liberties with a child; aggravated indecent liberties with a child

Indecent liberties with a child:

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

Aggravated indecent liberties with a child is:

- ▶ Sexual intercourse with a child who is 14 or more years of age but less than 16 years of age;
- ▶ Engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age and who does not consent thereto:
 - Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or
 - Causing the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another; or
- ▶ Engaging in any of the following acts with a child who is under 14 years of age:
 - Any lewd fondling or touching of the person of either the child or the offender, done or submitted to with the intent to arouse or to satisfy the sexual desires of either the child or the offender, or both; or
 - Soliciting the child to engage in any lewd fondling or touching of the person of another with the intent to arouse or satisfy the sexual desires of the child, the offender or another.

K.S.A. 21-5507. Unlawful voluntary sexual relations

Unlawful voluntary sexual relations is:

- ▶ Engaging in any of the following acts with a child who is 14 or more years of age but less than 16 years of age:
 - Voluntary sexual intercourse;
 - Voluntary sodomy; or
 - Voluntary lewd fondling or touching;
- ▶ When the offender is less than 19 years of age;

- ▶ When the offender is less than four years of age older than the child;
- ▶ When the child and the offender are the only parties involved; and
- ▶ When the child and the offender are members of the opposite sex.

K.S.A. 21-5513. Lewd and lascivious behavior

Lewd and lascivious behavior is:

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

Stalking Statutes

K.S.A. 21-5427. Stalking

Stalking is:

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

As used in this section:

- ▶ "Course of conduct" means two or more acts over a period of time, however short, which evidence a continuity of purpose. A course of conduct shall not include constitutionally protected

activity nor conduct that was necessary to accomplish a legitimate purpose independent of making contact with the targeted person. A course of conduct shall include, but not be limited to, any of the following acts or a combination thereof:

- Threatening the safety of the targeted person or a member of such person's immediate family;
 - Following, approaching or confronting the targeted person or a member of such person's immediate family;
 - Appearing in close proximity to, or entering the targeted person's residence, place of employment, school or other place where such person can be found, or the residence, place of employment or school of a member of such person's immediate family;
 - Causing damage to the targeted person's residence or property or that of a member of such person's immediate family;
 - Placing an object on the targeted person's property or the property of a member of such person's immediate family, either directly or through a third person;
 - Causing injury to the targeted person's pet or a pet belonging to a member of such person's immediate family;
 - Any act of communication;
- ▶ "Communication" means to impart a message by any method of transmission, including, but not limited to: Telephoning, personally delivering, sending or having delivered, any information or material by written or printed note or letter, package, mail, courier service or electronic transmission, including electronic transmissions generated or communicated via a computer;
 - ▶ "Computer" means a programmable, electronic device capable of accepting and processing data;
 - ▶ "Conviction" includes being convicted of a violation of K.S.A. 21-3438, prior to its repeal, this section or a law of another state which prohibits the acts that this section prohibits; and
 - ▶ "Immediate family" means father, mother, stepparent, child, stepchild, sibling, spouse or grandparent of the targeted person; any person residing in the household of the targeted person; or any person involved in an intimate relationship with the targeted person.

Bystander Intervention

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

Consent

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

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

KCKCC stresses that “yes means yes and assume everything else means no”.

Prevention Programs and Strategies

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

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

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

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

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

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

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

A KCKCC representative will guide the victim through the available options and support measures, regardless of whether the victim chooses to report the crime to the KCKCC Police Department or other law enforcement. The institution will provide written notification of these options, including available protective measures, how to request changes academic, living, transportation and working situations; and

resources available in counseling, health, mental health, victim advocacy, legal assistance, visa, immigration assistance, student financial aid and other services.

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

The proceedings are fair, prompt, impartial and consistent with the institution's policies and those regulated by Title IX. The respondent is assumed "not responsible" pending an investigation and outcome. The accuser and accused are notified in writing simultaneously of allegations, outcomes and reasons for the outcome and appeal processes. They have access to the investigators, who are certified in investigative practices and assigned in a manner to prevent conflict of interest or bias, and to relevant evidence, including the draft of the investigative report prior to adjudication. The accused and accuser also have the same opportunity to have an advisor, any individual who provides support, guidance, or advice, present at any related meeting or proceeding. The institution uses "preponderance of evidence" as the standard of evidence. Responsible parties could be subject to disciplinary actions ranging from counseling to dismissal from the college.

Annual Fire Safety Report

KCKCC Student Housing

KCKCC previously leased three apartment buildings adjacent to the 7250 State Ave location. Listed below are the names of the apartment buildings with a description of the fire alarm system. KCKCC opened a new Student Housing building on July 1, 2022, located immediately adjacent to campus (7360 State Ave.).

Building 100

Building 100 is an apartment style hall that can hold up to 60 students. Each room has a battery-operated smoke detector. (Closed 06/30/22)

Building 700

Building 700 is an apartment style hall that can hold up to 60 students. Each room has a battery-operated smoke detector. (Closed 06/30/22)

Building 800

Building 800 is an apartment style hall that can hold up to 60 students. Each room has a battery-operated smoke detector. (Closed 06/30/22)

Centennial Hall

Centennial Hall is new college student housing facility that holds up to 258 students. Each room has battery-operated smoke detectors, and the building has a centralized fire system with speakers, strobes, and sprinklers. (Opened 7/1/22)

Fire Drills

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

Policies on Smoking, Open Flames, and Portable Appliances

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

Fire Evacuation Procedures for Student Housing

In the event of a fire in student housing, residents should quickly shut the door to their room and proceed to the nearest exit where they can evacuate the building safely. Do not use the elevator. Once outside the building please call 911 and notify the fire department of the emergency. If possible, contact KCKCC Police at 913-288-7636. All residents residing in the student housing are to meet in C-lot across the street from student housing to the north.

Fire Safety Education and Training

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

Fire Procedures

If an individual discovers a fire, they should immediately evacuate the building and dial 911 and advise the dispatcher of the situation. Do not use the elevator. When it is safe to do so, contact the KCKCC Police Department at 913-288-7636 to report the fire. In the event the fire has been extinguished, contact the KCKCC Police Department to make them aware of the incident.

Improvements

In summer 2022 KCKCC closed the current dorms Building 100, 700, and 800. In fall of 2022 KCKCC

opened a new on campus student housing building, Centennial Hall. This new building has 258 beds, sprinklers, card access to every room, and a new fire alarm system. No improvements are currently planned.

Fire Log

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

Fire Statistics

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

Fires should be reported to 911 or the KCKCC Police Department at 913-288-7636.

2023 Fire Statistics for “On-Campus” Student Housing Facilities

| Residence Hall | Number of Fires | Cause | Injuries | Deaths | Property Damage Value |
|-----------------|-----------------|-------|----------|--------|-----------------------|
| Centennial Hall | 0 | | 0 | 0 | 0 |

2022 Fire Statistics for “On-Campus” Student Housing Facilities

| Residence Hall | Number of Fires | Cause | Injuries | Deaths | Property Damage Value |
|----------------|-----------------|-------|----------|--------|-----------------------|
| Building 100 | 0 | | 0 | 0 | 0 |
| Building 700 | 0 | | 0 | 0 | 0 |
| Building 800 | 0 | | 0 | 0 | 0 |

2021 Fire Statistics for “On-Campus” Student Housing Facilities

| Residence Hall | Number of Fires | Cause | Injuries | Deaths | Property Damage Value |
|----------------|-----------------|-------|----------|--------|-----------------------|
| Building 100 | 0 | | 0 | 0 | 0 |
| Building 700 | 0 | | 0 | 0 | 0 |
| Building 800 | 0 | | 0 | 0 | 0 |

Appendix

Additional State of Kansas Criminal Definitions

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

Arson is:

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

K.S.A. 21-5401. Capital murder

Capital murder is the:

- ▶ Intentional and premeditated killing of any person in the commission of kidnapping, as defined in K.S.A. 2018 Supp. 21-5408(a), and amendments thereto, or aggravated kidnapping, as defined in K.S.A. 2018 Supp. 21-5408(b), and amendments thereto, when the kidnapping or aggravated kidnapping was committed with the intent to hold such person for ransom;

- ▶ Intentional and premeditated killing of any person pursuant to a contract or agreement to kill such person or being a party to the contract or agreement pursuant to which such person is killed;
- ▶ Intentional and premeditated killing of any person by an inmate or prisoner confined in a state correctional institution, community correctional institution or jail or while in the custody of an officer or employee of a state correctional institution, community correctional institution or jail;
- ▶ Intentional and premeditated killing of the victim of one of the following crimes in the commission of, or subsequent to, such crime: Rape, criminal sodomy, or aggravated criminal sodomy;
- ▶ Intentional and premeditated killing of a law enforcement officer;
- ▶ Intentional and premeditated killing of more than one person as a part of the same act or transaction or in two or more acts or transactions connected together or constituting parts of a common scheme or course of conduct; or
- ▶ Intentional and premeditated killing of a child under the age of 14 in the commission of kidnapping or aggravated kidnapping, when the kidnapping or aggravated kidnapping was committed with intent to commit a sex offense upon or with the child or with intent that the child commit or submit to a sex offense.

For purposes of this section, “sex offense” means:

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

K.S.A. 21-5402. Murder in the first degree

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

- ▶ Intentionally, and with premeditation; or
- ▶ In the commission of, attempt to commit, or flight from any inherently dangerous felony.
- ▶ As used in this section, an “inherently dangerous felony” means:
- ▶ Any of the following felonies, whether such felony is so distinct from the homicide alleged to be a violation of subsection (a)(2) as not to be an ingredient of the homicide alleged to be a violation of subsection (a)(2):
 - Kidnapping;
 - Aggravated kidnapping;

- Robbery;
 - Aggravated robbery;
 - Rape;
 - Aggravated criminal sodomy;
 - Abuse of a child;
 - Felony theft of property;
 - Burglary;
 - Aggravated burglary;
 - Arson;
 - Aggravated arson;
 - Treason;
 - Endangering the food supply
 - Aggravated endangering the food supply;
 - Fleeing or attempting to elude a police officer;
 - Aggravated endangering a child;
 - Abandonment of a child;
 - Aggravated abandonment of a child; or
 - Mistreatment of a dependent adult or mistreatment of an elder person; and
- Any of the following felonies, only when such felony is so distinct from the homicide alleged to be a violation of subsection (a)(2) as to not be an ingredient of the homicide alleged to be a violation of subsection (a)(2):
- Murder in the first degree;
 - Murder in the second degree
 - Voluntary manslaughter;
 - Aggravated assault;
 - Aggravated assault of a law enforcement officer;
 - Aggravated battery; or
 - Aggravated battery against a law enforcement officer.

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

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

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

K.S.A. 21-5413. Battery; aggravated battery

Battery is:

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

Aggravated battery is:

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

K.S.A. 21-5420. Robbery; aggravated robbery

Robbery is:

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

Aggravated robbery is:

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

K.S.A. 21-5807. Burglary

Burglary is:

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

Aggravated burglary is:

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

K.S.A. 21-5801. Theft

Theft is:

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

K.S.A. 21-5802. Theft of property lost, mislaid or delivered by mistake

Theft of property lost, mislaid or delivered by mistake is:

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

K.S.A. 21-5415. Criminal threat; aggravated criminal threat

A criminal threat is any threat to:

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

K.S.A. 21-5408. Kidnapping; aggravated kidnapping

Kidnapping is:

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

Aggravated kidnapping is:

- ▶ Kidnapping when bodily harm is inflicted upon the person kidnapped.



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KANSAS CITY KANSAS COMMUNITY COLLEGE

Board of Trustees Meeting

Tuesday, September 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 5:05 p.m. at KCKCC-Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, September 17, 2024. The Pledge of Allegiance was led by Vice Chair Criswell.
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, Dr. Brenda Scruggs Andrieu and Ms. Mary Ricketts.
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 in the meeting room or online.
6. **Recognitions/Presentations:**
 - Chair Isnard invited Dr. Greg Mosier, President, to present the Phi Theta Kappa Honor Society – Chapter Advisor 25 Years of Service – Dr. Stacy Tucker, Director of Honors Education/Phi Theta Kappa/Undergraduate Research and Service-Learning. Dr. Mosier presented the following –
 - Dr. Tucker was familiar with being recognized for all her hard work with KCKCC students year after year in Phi Theta Kappa, the local Mu Delta Chapter and other

student organizations across the college. Dr. Mosier presented a pin for 25 years of service to Dr. Tucker.

- Chair Isnard invited Ms. Kris Green, Vice President of Marketing and Institutional Image, to present the Marketing Plan Annual Update. Ms. Green presented the following –
 - The marketing plan was created a year ago in conjunction with the marketing advisory committee, the student enrollment management committee and others. Ms. Green presented slides on the following goals:
 - Goal 1 - Funnel Growth: Increasing inquiries by 10%, increasing applications by 6% and generate enrollment revenue at least equal to the cost of digital advertising - all of those goals were achieved. Inquiries increased 36.2% and admitted students increased 31.4% with a 24.9% increase in first-time student credit hours and a 3.9% increase in first-time student head count. Marketing Return on Investment (ROI) Equal to Spend showed a 452% ROI for Fall 2024 with an estimated \$630,000 in revenue which exceeded the goal of breaking even; the Archer partnership investment saw a 242% return contributing \$165,000 in revenue; digital advertising-related enrollment impacted students who enrolled in 32% of the College's credit hours, this is never a direct correlation because students choose KCKCC for many reasons but it was an effective sign of the work being done.
 - Goal 2 – Website: Increase unique visitors to the site by 10%. The outcome was 7.6% in all visitors and 8.7% in new users. This research was one of the reasons a redesign campaign was launched to make the site more user friendly and a modern experience for mobile device access. Increasing Admission Page Interaction – the enrollment checklist page increased 14.2%, the landing page for recent graduates increased 748% and 3,391 of the Onward students came to the site via advertisements or organic searches.
 - Goal 3 – Community Perceptions: Increase perceptions of KCKCC as a community partner by 2% over the next six years. The baseline brand survey would be done by the end of the next academic year. Word of mouth has shown KCKCC's reputation was improving based on how many people attended the Centennial events and how many ways the College was reaching out to the community.
 - Goal 4 – Program Marketing: Marketing was creating a toolkit for academic programs, including program videos, the website, program brochures and digital advertising campaigns.
 - Goal 5 – Processes: Enhance the College's brand through consistency, a unified brand standard, approval of all logo materials and a purchasing process to ensure branded materials are correct when purchased and that promotional items are cost effective.
 - Marketing made much progress this year and would continue to move forward.

Vice Chair Criswell commented she was pleased to see the strategic approach, the marketing efforts to show the goodness happening inside the College to attract students.

Chair Isnard questioned if there was informational data for the ROI on the KCKCC billboards. Ms.

Green explained the effectiveness of billboards, brand advertising like at the Kansas City Monarchs and community sponsorships are measured through a brand and community research strategy which has not been done. Those marketing efforts are foundational - if KCKCC was not present there and others were, there would be a lack. KCKCC's marketing was based on 30% brand marketing and 70% enrollment marketing.

Trustee Ash mentioned he noticed a pop-up ad for Johnson County Community College on the Piper High School website recently and it was noticeable that KCKCC was not advertised. Ms. Green explained that KCKCC would have a Google pop-up ad there sometimes and the College has a sponsorship with every high school in the region related to athletics or yearbooks.

Dr. Mosier added KCKCC would be a sponsor for Piper High School's upcoming Foundation event and at the Kansas City Monarchs baseball field indicating that sometimes the College must pay to stay visible along with Ms. Green's targeted approach.

- Chair Isnard invited Dr. Stephen Nettles, Director of Institutional Effectiveness, to present the Office of Institutional Effectiveness Annual Update. Dr. Nettles presented the following –
 - The Office of Institutional Effectiveness (OIE) team included Mr. Chris Day, Research and Data Analyst, who has served at KCKCC for 18 years, and Mr. Hector Facio, Research and Data Analyst, who had been with the College for several years. This team reports to Dr. Scott Balog, Executive Vice President.
 - The OIE Areas of Emphasis are: Internal Reporting; State, Federal and External Reporting; Ad Hoc Requests and Project Support; Data Governance; Stakeholder Insights and Survey Analysis; Data Mining and Visualization; and Strategic Plan Management, Monitoring and Reporting.
 - The Current State of areas: Internal reporting included daily enrollment reporting of the number of students and population to performance issues within the institution regarding goals of academic and operational initiatives. External reporting involved reporting to local, state and federal institutions and organizations such as the Kansas Board of Regents and the United States Department of Education. Ad hoc projects encompassed the day-to-day requests for information. KCKCC had a healthy culture of inquiry and OIE served a growing number of questions and needs for data and insights giving good information to the institution to make good decisions and serve the College's students. Data governance was the monitoring of data collection and was the how, what and why of data. OIE ensured the use of appropriate data to answer questions serving as consultants for the institution, helping individuals frame questions for academic and operational needs, making sure the data is correct for the purpose and the information is understandable and usable. Stakeholder insights and survey analysis is bringing in all the information from students, employees and stakeholders in the community to add to quantitative work to give a richer picture to be able to make better decisions. Strategic plan management reporting – OIE supported this effort

by working with all of the units, looking at goals and initiatives of the College and monitoring the progress to ensure the goals are completed.

- Improvement Initiatives in areas: Internal reporting - expanding types of reports, giving more information and insight. External reporting - expanding the ability to compare data by working with organizations outside the College and government that bring together similar information for comparison with peers in Kansas and beyond. Data governance - in transition to new data platforms to help answer more complex questions more efficiently and to give real-time insights. Surveys - migrated over 80% of the institutional surveys into one system being housed and managed by OIE and building an infrastructure before the new data systems come online to populate data visuals and have recurring analyses ready. Strategic planning - assisting with assessing and selecting a new strategic planning software to help better track progress, to get more information and not have to wait for an update once or twice a year. OIE has been moving forward diligently.

The Board thanked Dr. Nettles for the presentation.

7. Communications:

- Chair Isnard invited Dr. Greg Mosier, President, to present the Introduction of Dr. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management. Dr. Mosier presented the following –
 - Through The Registry, Dr. Tom Corti was selected to serve as the Interim Vice President of Student Affairs and Enrollment Management. Dr. Corti has over 20 years' experience serving as a Vice President and Vice Chancellor position at institutions across the country. Dr. Corti has found things the College was doing well and gaps in the College processes.
 - Dr. Corti shared it was his third week at KCKCC and has had the opportunity to work with great individuals. He would be reviewing what could be done better, processes, delay points and different technology. Dr. Corti gave thanks for the opportunity to be part of the community.

Dr. Corti was welcomed by the Board.

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 September 10. The College continued to manage its financial resources very effectively. During the meeting, the BFC received updates on the financials, the downtown location, the gymnasium floor and insurance premiums.
- The BFC discussed the number of and types of high-quality financial management reports the College had: monthly financial summary, budget versus actuals, statement of revenue and expenses, bank balances, cash flow analysis, debt summary and a predictive model that shows the significant annual cash flows. Each report gave more specificity to the story. Vice Chair Criswell researched and compared financial reports

of other community colleges in the region. The quality, specificity and precision of KCKCC's reporting was not found elsewhere but Vice Chair Criswell would continue the research.

- Vice Chair Criswell gave kudos to Dr. Schulte, Vice President of Finance and Operations, the finance team and Dr. Greg Mosier, President.

Trustee Ash echoed Vice Chair Criswell's comments as he has compared reporting with other institutions through Kansas Association of Community Colleges (KACC) over the years. KCKCC has developed and refined the reporting and was confidently on target with the Trustees' duties and responsibilities of what to review and track each year.

Vice Chair Criswell added that if citizens or groups had financial questions, the College had the tools to give the answer quickly and articulately. Trustee Ash agreed and expressed his pleasure of the reporting.

Chair Isnard agreed from a K-12 perspective and having served on the Board Finance Committee, that he was impressed with the level of reporting and the dashboards. He gave appreciation for all the work of the finance team. Dr. Mosier gave kudos to the finance team and business office for continuing to produce high-quality work.

Trustee Hoskins Sutton remembered that Vice Chair Criswell was responsible for some of the reporting expansion for transparency when Vice Chair Criswell first joined the Board Finance Committee. Trustee Hoskins Sutton gave kudos.

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

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, reported there were three policies to consider for approval later in the meeting. Trustee Hoskins Sutton explained when the BPC brings a policy to the full board, the BPC suggests approval and needs a vote from each Trustee for it to become a policy.

Chair Isnard called for a motion to accept the report. Trustee Gilstrap 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 on September 10 for the initial meeting with Trustee Ricketts as Chair and the group would determine a regular meeting schedule. Thanked Ms. Kris Green, Vice President of Marketing and Institutional Image, for her work and supplying background information.
- The BCEC discussed the Board Community Engagement Committee overview, the goals and previous work that was done. A big focus was to make sure all Trustees would be on the same page and saying the same thing as a Board. Ms. Green and her team

would provide documentation for the Board for community discussions. This would ensure all Trustees have the same language to be a unified front and are able to share facts and data and not as much of personal opinions.

- The BCEC would be reviewing the initial goals that were approved last November to see if any adjustments were needed. Trustee Ricketts likes data, numbers and items that can be tracked and measured. The next agenda item would be to determine what the BCEC would do, how to do it and the commitment from each Board Member, faculty and staff.

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

- As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported the ACCT Leadership Congress would be the week of October 21 and some Trustees would be attending. Trustee Ash had not received his ACCT committee materials yet. Trustee Hoskins Sutton did not have information to add to the report.
- Chair Isnard mentioned he received a letter from ACCT to confirm the voting delegate and confirmed it would remain Trustee Ash as the designated delegate.
- As the Kansas Association of Community Colleges (KACC) Delegate, Trustee Ash reported the group was trying to monitor what the Kansas Board of Regents (KBOR) and the Technical Education Authority (TEA) were doing. Trustee Ash had shared a discouraging email with the Trustees from Heather Morgan, Executive Director of KACC, relaying that Senate Bill 155 (SB155) was out of money; that would be monitored and a plan was trying to be determined.
- Dr. Mosier added the report showed that KCKCC had an increase in dollars and that the headcount and enrollment for the institution and for SB155 eligible courses were increased. The push for full funding with the legislature would continue - community colleges receive an extra \$12 million to \$14 million, but the universities receive \$100 million.
- Dr. Mosier continued to explain the Kansas Promise Scholarship was funding for an approved list of technical education programs. It's a state scholarship and in return the state asks for two years of employment in Kansas. KCKCC was working with Panasonic in wanting 200 students to participate through KCKCC's semester-long certificate program with Panasonic picking up the last dollar. To make sure the students are eligible for Pell, the program was created as 16 credit hours. If students were not eligible for Pell, they could be eligible for the Kansas Promise Scholarship saving Panasonic money as they financially contribute in other ways. The SB155 and the Kansas Promise Scholarship would be monitored.
- Dr. Mosier continued that there was discussion of moving some funding sources to the Department of Commerce but the preference was to keep it at KBOR.
- Trustee Ash reminded all that Senate Bill 155 was always on the legislative agenda to

be fully funded, to fully fund the formula and the Kansas Promise Scholarship and when Trustees visit Washington, DC the discussion was to fully fund the Pell grant and find a way to expand it. Every Trustee in the nation needs to know these points when speaking with legislators.

- Trustee Ash recently spoke with Senator Marshall at an event and he knew Trustee Ash was connected to the College. Senator Marshall has helped KCKCC in endeavors and has been a federal supporter of community colleges along with Senator Moran and House Representatives Sharice Davids and Jake LaTurner. Trustees must continue the funding discussions and thank the legislative delegation for their ongoing support.
- Chair Isnard appreciated Trustee Ash's continued advocacy and Heather Morgan's tireless work. Chair Isnard was happy that the College's enrollment increase in those programs did not affect the funding as much as some of the other colleges.

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

9. **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.**

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

- Student Senate was working on promoting the student engagement platform, BlueConnect. Student Senate would support student organizations and advisors in the transition onto the platform. The Student Senate schedule would be posted on the platform.
- Student Senate was working on promoting civic engagement and would be participating in voter registration drives in partnership with Student Engagement.
- The Welcome Back Bash had a great turnout of over 600 attendees.
- The DotteStock event had a great turnout with 80 people in attendance and performances by local artists and two KCKCC students.

Chair Isnard thanked Mr. Sanchez for serving on Student Senate as it's an important role. The Board looked forward to continued reports throughout the year.

- The Student Senate members introduced themselves: Mr. Dominic Kraly, Student Senate Treasurer; Ms. Whitney Aseyo, Senator; and Mr. Lucas Jones, Student Senate Parliamentarian.

Trustee Ash mentioned the Board Community Engagement Committee would be interested in Student Senate's initiatives and engagements with outside groups and asked Mr. Sanchez to share information and data about the nature of their interactions. Trustee Ricketts echoed the thought and offered the Board Community Engagement Committee's support.

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

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

- Dr. Mosier and Mr. Joseph Sanchez, Student Senate President, will have monthly president meetings. Mr. Sanchez had great ideas and projects to move forward.
- Introduced guests Ms. Suzanne Hayes and Ms. Lauren Starr from Franklin Covey. This week they would implement the two-day training for “The 4 Disciplines of Execution” (4DX). Ms. Hayes had been training clients worldwide for 30 years and has a tremendous amount of experience. Ms. Starr had been working in this field for a dozen years with experience at the community college sector with Ivy Tech - the largest community college system in the country with over 20 different locations and 175,000 students. The 4DX sessions would be for the College's 60 supervisors to provide training on a quarterly basis and to identify the institutional wildly important goal (WIG) and two sub-WIGs at the institutional level. Moving 4DX forward would be fantastic for the institution.
- KCKCC began a realignment of some academic programs and departments last week. One division was dissolved and those programs and departments were moved to other divisions. The Vice President of Academic Affairs had been reviewing this for quite a while as this would benefit the students and align the programs more into program clusters that have more synergy with each other and could collaborate at a closer level being in the same division. There would be many updates to handle with the catalog, website, and Registrar's Office.
- The University of Kansas Hospital System General Education Degree (GED) graduation ceremony would be on Thursday for six graduates in this incredible program.
- For partnerships and funding, KCKCC would have a curriculum and partnership meeting on Friday with Panasonic team members to plan for the first two cohorts of 40 students that would begin in January.
- The New Markets Tax Credits for downtown has a targeted closing date of October 9.
- Next week Dr. Mosier would be interviewed for “The Hechinger Report,” which is connected with “The Washington Post” and “USA Today,” about Panasonic, Career and Technical Education and apprenticeships. This would provide more national coverage for KCKCC.
- Downtown Update –
 - Merchant McIntyre Associates was speaking with Representative LaTurner's office about the decision to not move forward with the \$2.92 million brick-and-mortar funding from the United States Department of Housing and Urban Development (HUD), but to keep the same project scope and change that to furniture, fixtures, and equipment (FF&E) for equipment in identified classrooms.
 - Dr. Mosier and Ms. Mary Spangler, Executive Director of KCKCC Foundation, met with a potential donor of about \$2.42 million for the naming rights of the technical education wing. The application would be submitted in January.

- Swope Health received \$4.5 million in the Kansas state line-item appropriation.
- The total donations, grants, etcetera, plus KCKCC's \$13 million institutional investment, not counting the \$2.42 million new partner, was very close to \$70 million raised in the last six years surpassing the original goal and would continue to move forward.
- Downtown progress started again with the reshoring of State Avenue and preparations to backfill for the excavation. One 700-gallon vertical fuel tank was identified and as that was being removed three additional tanks were found. Additional testing would be done on one tank that has residue in it that may be slightly different than the others. There was no worry about the first three tanks and it would be determined by next week if the fourth tank needed special remediation and removal. The amount of work being done was slowed, but the project was still moving ahead.
- Administration had a redline draft of the faculty master contract and it would be shared with the Board soon. The faculty would be taking a vote on the contract.
- Working with USD453 and KCKCC's real estate agent, there was hope to close on the Pioneer Career Center facility and property this month.
- The Parade of Hearts - KCKCC won the butterfly heart that was on campus, the hands heart would be moved in front of the Jewell building entrance and the Kansas City jazz heart donated by Bukaty Companies would be placed where the hands heart was located. Facility Services did a great job installing elevated pedestals for the hearts. KCKCC would continue to be a draw on the art tour through Kansas City.

Trustee Hoskins Sutton questioned the closure of State Avenue regarding the tanks, if there had been feedback, if people were upset because that part of State Avenue was closed and how long it would be closed. Dr. Mosier answered no that was more of a temporary closing, State Avenue would be opened, the fence line would be where the sidewalk ends on the south side of that area. Dr. Mosier continue that the city had also closed it for some other repair work they were doing which would benefit the downtown project but was not part of the project. Dr. Mosier added there was also a closing on Nebraska Avenue where the city was doing some work but this was not caused by the College.

Trustee Ash 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 –

- The Interim Vice President of Student Affairs and Enrollment Management, Dr. Tom Corti, was onboarded on September 3.
- Dr. Balog, Dr. Patrick Schulte, Vice President of Finance and Operations, and a hiring committee advanced the search for the Chief Information Officer (CIO). The initial round of interviews concluded yesterday; finalists would be hosted on campus next week with a goal to identify the new CIO by October 1.

- With Merchant McIntyre Associates, KCKCC hosted a grant strategy workshop with college executives and administration representing all program and service areas to discuss their needs and to begin prioritizing grant-funded initiatives. Merchant McIntyre would develop a series of recommendations for consideration.
- This week, the College would host supervisor training for “The 4 Disciplines of Execution” (4DX) as the institution would install a new operating system.
- Met with several key partners in industry, education and economic development including Garmin, Lansing High School, the University of Kansas’s WeThrive leadership program, Enterprise KC, KC Digital Drive, the Economic Development Administration and the U.S. Department of Commerce.
- KCKCC supported BioNexus KC in hosting representatives from the Economic Development Administration (EDA) last week. The visit stemmed from the regional tech hubs proposal that was submitted last fall. KCKCC was the only higher education institution represented from the KC metro. With KC Digital Drive, KCKCC was one of the only higher education institutions invited to contribute to this metro wide initiative supporting digital equity initiatives, hosting much of that activity in the downtown center.
- Dr. Balog attended the KC Rising Steering committee and would continue serving as a co-chair for the Workforce Action Team.
- Dr. Balog commended Ms. Kris Green, Vice President of Marketing and Institutional Image, on her work with the marketing plan and innovation – working with partners, changing the request for information (RFI) process, changing the nurture process from application and moving through to enrollment. He explained there were tremendous exposure opportunities in Kansas City, Kansas in working with the Kansas City Monarchs organization. The organization was eager to work with KCKCC, work with students, host students as interns and volunteers. That relationship was being nurtured thanks to the innovation in marketing.

Trustee Ricketts was proud of the phenomenal work and team effort at KCKCC and looked forward to the 4DX work.

Chair Isnard commented it felt good to be able to say that KCKCC was leading regionally, nationally and on every level.

Dr. Mosier added that a magazine contacted the College for an 8-page story on what KCKCC was doing with Panasonic, Marvin Windows, the Department of Commerce and Orange EV.

Chair Isnard called for a motion to accept the report. Trustee Ricketts 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 Center for Teaching Excellence was rebranded to the Blue Devil Institute for

Teaching and Learning due to the Career and Technical Education also being called CTE. The Blue Devil Institute for Teaching and Learning was heavily involved in the professional development sessions during Welcome Week and they hosted an adjunct professional development day before classes started. Individuals had an opportunity to tour the newly created remote teaching studio and lightboard studio where faculty are able to create recordings of their lectures for online or HyFlex modalities.

- The music department continued to present all over the country. Mr. John Stafford, Professor of Music, was a guest conductor at the University of Southern Mississippi. Dr. Justin Binek, Associate Professor of Music, published the textbook, “Experiencing Jazz” as the co-author and published some of the supplementary materials. As it was published by Routledge Books, it may be adopted by colleges, universities and schools across the country. Other KCKCC professors publish also, such as Dr. Ian Corbett, Professor and Audio Engineering Coordinator.
- English for Speakers of Other Languages (ESOL) worked with the KCKCC Foundation to apply for \$4,000 of scholarship money from the Mexican Consulate and Foundation matched that amount for a total of \$8,000 for students in the ESOL program. Gave congratulations to the faculty for working to get the funds for the students.
- The cosmetology department received a donation of equipment from Johnson County Community College since they closed their cosmetology program.
- Mr. Pope had received a question about the Mortuary Science passing scores. He explained that in the minutes the first-time pass rate of 90% was listed, but the College also reported the average of the students which last time was 80.3% so at this time, it was being reported as 78.9%. There were two numbers and the first-time pass rates were on a rolling basis updated on a quarter so the numbers would flex through time. The minimum to be met was 60% of students must pass the first time. The updated numbers would not be as high this time and those numbers would come out the end of the next quarter.
- KCKCC received a grant from the National Science Foundation (NSF) along with other grants and more students received the \$7,500 S-STEM scholarship. The College was using the grant funds for buying infrastructure and awarding scholarship funds to students.

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

- Thanked Dr. Scott Balog, Executive Vice President, for the onboarding process, his guidance and for this report since Dr. Corti had only been at KCKCC a short time.
- A new student-athlete leadership team was established that would work with the student-athletes, their teams, coaches and the administration and would provide an

- opportunity for students to be more involved in the College.
- Enrollment updates would include a snapshot of day-to-day comparisons of applications and enrollment numbers.
- The new Director of Student Engagement, Sarah Bowman, joined the team from the University of Kansas where she was the Director of Student Involvement and Leadership Center. She has done a great job working with the student groups and student leadership.
- Indicative of what was happening nationally with student mental health services and counseling, the number of students needing those services has increased. With KCKCC's counseling services, the College would be able to better serve students. Accommodations for disability services has also increased.
- Student Affairs would host a large health fair on October 9 from 9:00 a.m. to 2:00 p.m. for the first time in about eight years.
- The Athletics Hall of Fame would be held on November 9.
- The student-athletes do not have a home court this year because of the field house floor situation. All were invited to attend some games off-campus.
- Dr. Corti reiterated the Kansas Promise Scholarship was running out of money and needed support.
- For high school students that are taking KCKCC classes, the College should visit the high schools to issue KCKCC student identification (ID) cards versus students needing to come to the campus to receive an ID card as that would be prestigious for students.

Chair Isnard called for a motion to accept the report. Trustee Gilstrap made the motion. Vice Chair Criswell 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 –

- Dr. Schulte echoed Vice Chair Criswell's appreciative remarks about KCKCC's financial reports. Having that organized information available helped attract him to the College as it could for others.
- The FY25 budget that was approved last month has been filed with the county clerk.
- The New Markets Tax Credit and the approval of the QALICB, Incorporation that the Board approved last meeting was moving forward with a goal closing date of October 9. The Board would need to review and approve a resolution in relation to the leveraged loan. Dr. Mosier interjected that a virtual special meeting could be held with the documents being sent in advance for the Board to review.
- The auditors have completed their on-campus work and their off-site review would continue through September 20 with the hope of presenting the annual financial audit at the next Board meeting. The audit has been going smoothly.
- Dr. Schulte hired an executive administrative assistant, Ms. Karen Callahan, which was great addition to his division.
- Human Resources was working on the College's healthcare recommendations for 2025 and those would be available at the October Board meeting.

- An action plan was being created by the Center of Equity, Inclusion and Multicultural Engagement in response to HB2105 to support the college climate and demonstrate a commitment to civil rights, social justice, and equity and inclusion.
- Annual compliance training was launched on August 13 and all employees are required to complete all five modules by October 31.
- The Information Services infrastructure and certificate portion of the wireless project and locales are completed. The next phase of securing the wired network with the same certificate-based protection is on schedule for completion.
- The Chief Information Officer (CIO) interviews were coming to a close at the end of next week. Dr. Schulte gave appreciation to Mr. Peter Gabriel, Chief Information Officer, for his assistance in the process.
- Facility Services conducted fire and life safety inspections for the Flint and Jewell building with no violations noted. Roof repairs at Centennial Hall and the new athletic weight room were completed without incident. The weight room project was currently at 95% completion with the hope to be finished in the next couple of weeks. The gymnasium floor piece has been extended after an assessment of the work and the weight of brackets for the baskets that would cause additional constraint on the new flooring. Modifications were made to include a 20-year gymnasium floor within the confines of the approved budget.
- College Police conducted the Civil Response to Active Shooter Events (CRASE) trainings at Welcome Week for individuals and Chief of Police Robert Putzke did a great job of helping educate employees. Officer attraction and retention continued to be an area of heavy focus as we continue to see pressure from external groups in various areas of officers coming to KCKCC, get experience then leave. The College was looking how to balance that and make sure to meet the needs on campus.

Trustee Hoskins Sutton questioned the financial reports for the actual of August 31, 2024 and the actual of August 31, 2023 missing a comparison for the tuition, student fees, course fees, bookstore and housing. Dr. Schulte explained that based on the information that was provided previous year, it was aggregate and the department disaggregated it this year to break it out into two columns for tuition, student fees and course fees for the current fiscal year. That could be done for the previous fiscal year as well. Dr. Mosier added the decision was made for transparency and more detail instead of reporting that as one number aggregated it included the breakdowns in this year's report.

Trustee Ash questioned if the mercury abatement of the gymnasium floor was completed. Dr. Schulte confirmed it was and the next phase would get the floor back to a 20-year floor instead of having to replace the entire floor again in about five years. Dr. Schulte confirmed the athletic teams would not be able to use the gymnasium this entire season as the project completion would be around 110 days. The Director of Athletics was finalizing game locations and that would be included on the athletic calendar.

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

Ash 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. Fabiola Riobé's report was given via a recorded video and highlighted the following –

- The Adult and Continuing Education program saw soaring enrollment with over 394 students enrolled across all programs; the English Language Acquisition (ELA) programs had 216 students and the General Education Degree (GED) programs increased with 83 students engaged from programs at Pioneer Career Center (PCC) and the University of Kansas Health System. The motorcycle training classes, drivers' education and online courses had 75 students.
- High School Partnerships - Kudos to Mr. Julius Brownlee, Assistant Director of High School Partnerships, who partnered with the University of Missouri-Kansas City (UMKC) at a professional career accelerator luncheon. This networking event focused on first-generation college students providing career insights in education, healthcare, engineering and business. The High School Partnerships team hosted its first open house attended by families that received key information on technical education programs and all the opportunities that KCKC offers. Enrollment increased by 7% compared to Fall 2023.
- International Scholar Services and Global Programming had a 46% increase in active F1 student visa holders. Forty-three students visited the international office for advising. Dr. Candice Scott, Assistant Director of International and Immigrant Student Services, and team offered new initiatives in support of International Scholar Services. One initiative was the new International Student Orientation where 23 students attended. Speakers included Dr. Mosier, KCKCC Police, Lower Mark Insurance and a campus tour. There was also a specialized orientation for international student-athletes.
- Online Education Services has a remote teaching live studio. The team was focused on providing additional resources to help enhance the online teaching experience and to support our faculty with the transition to the new Blackboard Ultra with ongoing trainings and workshops to help onboard faculty and support staff.
- Workforce Innovation ramped up on the customized training. The 16-year partnership with the Kansas Board of Public Utilities continued with classroom instruction being provided to 9 linemen. The 10th cohort of industrial maintenance was launched with seven students. The Automation Engineering Technology (AET) Federation for Advanced Manufacturing Education (FAME) associate degree program reached maximum enrollment with 22 students in three years and the graduates were securing positions with companies like Amsted Rail, Kellanova and Panasonic.
- The first annual community-wide Kickball Tournament would be held on October 12. This tournament would help raise funds for the International Immigrant Student Services Department to help support initiatives such as study abroad.
- Dr. Mosier added that Dr. Riobé was selected to attend and present at an all costs paid international leadership conference which is why she was not present.

Chair Isnard called for a motion to accept the report. Trustee Ash made the motion. 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. Ms. Kris Green highlighted the following

—

- Played the creative advertisements that reflect the digital advertising metrics. Each advertisement cycles through three moving slides. A video goes with the campaign that was specifically targeted toward male students of diverse backgrounds coming directly from high school. This was an out-of-the-box concept that focused on gaming and attracting that male student. This deviated from the KCKCC brand to try to engage a lagging audience.
- The marketing team has achieved much success and were working hard to deliver the Board live stream, many on-campus events, photography, writing copy or website design. Kudos to the marketing team.
- Ms. Green supported the Community Engagement Committee's September meeting.
- Ms. Green presented at the Kansas Association of Community Colleges quarterly meeting in August, discussing the way brand standards are used and KCKCC's advertising.
- Marketing filmed a Federation for Advanced Manufacturing Education (FAME) student and instructor at INX International Ink Co. which is footage we have not been able to get before and that we will be incorporating into our promotional videos for Automation Engineering Technology.
- Wayfinding TVs were installed in the halls and marketing was in the process of installing the lower-level TVs that would include about 40 TV wayfinding stations at this location. The last phase would be at the technical education center (TEC) and PCC.
- Marketing was working with Yoodle, an outside contractor, to redesign the website. The content plan was identified, which is the navigational structure - the backbone of a redesign - and they were designing the operation through frames.
- Many positive images and graphics were created by marketing with a move towards horizontal flyers as those fit better on the wayfinding TVs.
- The athletics coordinator for sports information has done a good job of engaging social media.
- In October, marketing team members would attend a national marketing and public relations conference for community colleges, with two team members presenting and the team receiving six awards. The level of award was unknown at this time.
- Thanked the partner vendors Onward and Archer as items have moved forward this year through that process.

Chair Isnard gave kudos for the new, fresh video game themed video as it would get attention. Ms. Green explained two gamers in the marketing department were designers and created that concept.

Trustee Hoskins Sutton questioned the analytics number of 127,451 for the August 20, 2024 Board of Trustee meeting Vimeo livestream. Mr. Randy Royer, Director of Media Services, explained that was the number of seconds people watched the livestream.

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

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

19. New Business:

- Chair Isnard presented the Board of Trustees Handbook FY2025.
 - Chair Isnard explained an electronic copy was shared with the Board, a paper copy was provided to the Board and the handbook was discussed at length during the August 17 Board Retreat where Trustees had an opportunity to give feedback and a number of changes were shown that administration recommended on typos or wording changes that would be clearer and more intentional.
 - Trustee Hoskins Sutton stated the handbook was not in the meeting packet and she could not open the document today for review. Some Trustees may not know what changes to the handbook may have been suggested and she did not know if her suggestion was included. Trustee Hoskins Sutton explained when she first joined the Board in January 2018, it was not an option to not serve on a committee. She stated she would not be on the Board forever and she would like to speak up for items she felt were not right and that some items should be included in the Board handbook to ensure where the Board is and where the Board was headed.
 - Trustee Hoskins Sutton read her suggested addition to the Board handbook: *So that the Board can fully function and carry out its duties, all members except the Board Chair are required to serve on a minimum of two Board committees. The Chair will serve on one committee because he/she has weekly meetings with the college president.*
 - Trustee Hoskins Sutton brought this to the Board's attention because if it was unknown it was included in the handbook then the handbook was approved, Trustees would feel blindsided when held accountable. Trustee Hoskins Sutton proposed the Board be given time to read the handbook as she briefly tried to find her suggested statement and did not see it, and maybe other suggestions were made that the Board was unaware of.
 - Chair Isnard expressed appreciation for Trustee Hoskins Sutton's comments and reiterated a robust discussion was held during the retreat. Chair Isnard was asked as the handbook was being finalized a couple of weeks ago if the recommended sentence was to be included and he recommended to not include it as there was not majority Board support. Chair Isnard recommended to hold off for now but that did not mean it would never be included.
 - Trustee Hoskins Sutton wanted to be on record stating: if Board members could

come onto the Board and have the option not to serve on two committees where is the Board going in the future? In 2025, three Trustees will be up for reelection for a four-year term and one Trustee will be up for reelection to finish out a two-year term. If all those Trustees leave and 2026 Trustees only served on one committee or none at all committees would not be filled. Trustee Hoskins Sutton stated it was her duty to say something whether it went anywhere or not. Trustee Hoskins Sutton would like to review the handbook before the vote.

- For clarification purposes, Dr. Mosier added that this document had been shared online, each Board Member had a link to this document to review for several weeks since the Board Retreat and the agenda action item was voted down by the Board at the Board Retreat.
- Trustee Hoskins Sutton did not think there was a vote but a discussion. The handbook link was for the Board to make suggestions and Trustee Hoskins Sutton entered a suggestion. Trustees may not have gone back to review the document for added suggestions. For a document as important as this, the Board needed to make sure that all were on the same page. Trustee Hoskins Sutton thought in 2021, the handbook was not approved until October, so if additional time was needed for review that would be at the Board's pleasure.
- Chair Isnard agreed this was at the Board's pleasure, it could be tabled for the next meeting and opened the floor to other Trustees' thoughts to move the item forward as it was or if there was interest in waiting and giving more feedback.
- Vice Chair Criswell wanted to move the item forward. She commended Trustee Hoskins Sutton on sharing her thoughts on the matter. As new Board Members come aboard, they will be representatives of the county citizens and it would be that Board's decision rather than this Board trying to make a decision on their behalf.
- Trustee Ash thought there was good discussion at the retreat and did not disagree with Trustee Hoskins Sutton's point. However, his understanding was there was not support for including the message that Trustees serve on a minimum number of committees. Trustee Ash was prepared to move forward with the handbook as it was finalized during the Board retreat.
- Chair Isnard had the same understanding and thought the consensus was to encourage participation on as many committees as possible but there were also possible options of consolidating committees or not having three members on every committee. Chair Isnard supported moving the handbook forward.
- Trustee Hoskins Sutton stated she contacted Chair Isnard with her suggestion but the handbook was not finalized at that time. Chair Isnard stated there was not majority support for the suggestion to be added to the handbook.
- Trustee Hoskins Sutton questioned what had been changed in the handbook. Dr. Mosier verified the only items that were changed were at the direction by the Board of Trustees as a whole during the retreat. No other edits were made unless they were grammatical in content, or if it was a calendar change. The administration did not make any substantive content changes to the document.

- Trustee Hoskins Sutton did not think there had been any major additions like she proposed, wanted to have an open discussion and assumed it may get voted down.
- Trustee Ricketts could not attend the retreat and wanted to clarify that the questions on the table were the adjustments that were made real-time and the suggestion regarding committee requirements. Chair Isnard answered there was a redline version of the handbook that was reviewed during the retreat and it was available through SharePoint that showed the mostly grammatical changes or date changes that were made. No truly substantive changes were made to the handbook during the retreat.
- Trustee Ricketts had reviewed the handbook with nothing standing out. She agreed with Trustee Hoskins Sutton about having a requirement for committee members as it could become a challenge without a requirement.
- Trustee Hoskins Sutton wanted the record to show that she spoke up to set a precedent for committees to follow.

Trustee Gilstrap motioned to approve the Board of Trustees Handbook FY2025. Vice Chair Criswell seconded the motion. Trustee Hoskins Sutton opposed. **The Motion Carried.**

- Chair Isnard presented the Board of Trustees Goals FY2025.
 - The Board of Trustee goals were discussed during the Board Retreat on August 17. The Board had no further discussion.

Chair Isnard called for a motion to approve the Board of Trustees Goals FY2025. Vice Chair Criswell made the motion. Trustee Gilstrap seconded the motion. **The Motion Carried.**

- 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 policy of Student Disability Accommodations (Policy 3.15) was partially regarding Section 504 of the Rehabilitation Act of 1973, as amended in 2008. The Student Disability Accommodation procedures were attached. The Board does vote on the procedures but reviews the procedures. There were no questions or concerns with this policy.
 - The policy of Prohibited Weapons (Policy 4.19) was noted by Mr. Greg Goheen, College Attorney, as having a typo error in the statute. The correct statute should be listed as K.S.A. 21-6301 and K.S.A. 75-7c01. Trustee Hoskins Sutton and Mr. Goheen recommended to make sure the statute was correct in all instances in the policy. The two cited statutes would be corrected before the policies were published. Mr. Goheen advised to make the motion of approval with the statutory corrections.
 - The policy of Separation From Employment (Policy 5.58) was the final policy for approval. There were no questions or concerns with this policy.
 - Trustee Hoskins Sutton commented setting policy was the main item of business by the Board. The Board needed to have solid, correct policies that the Board agreed with before being voted on. The Board would vote on all three policies at once and

- would have a motion to approve the policies with the typo corrections.
- For the Separation From Employment policy, Chair Isnard confirmed that Trustee Hoskins Sutton's concerns about the Kansas Public Employees Retirement System (KPERs) terminology were addressed to her satisfaction.

Chair Isnard called for a motion to approve the three College Policies including the amendments to the Prohibited Weapons Policy, to include the corrections to the statutes cited. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

Trustee Hoskins Sutton thanked Ms. Lorraine Mixon-Page, Chief Human Resources Officer, and Trustee Ricketts for their work on the Board Policy Committee.

20. Adjournment:

- The Board confirmed the next meeting would be on Tuesday, October 15, 2024, at 8:00 a.m. at the Pioneer Career Center and would not conflict with the upcoming ACCT Leadership Congress trip.
- Dr. Mosier proposed a virtual special meeting date and time of September 24 at 4:30 p.m. to review and discuss the document(s) necessary to fulfill the financing obligations to close out the New Markets Tax Credits with a targeted closing date of October 9.

Trustee Ricketts motioned to adjourn the meeting. Vice Chair Criswell seconded the motion. **The Motion Carried.**

The meeting adjourned at 7:14 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 Special Meeting
Tuesday, September 17, 2024 – 4:30 P.M.**

CONSENT AGENDA – Item A1
Meeting Minutes

1. **Call to Order:** Chairman Brad Isnard called the Kansas City Kansas Community College (KCKCC) Board of Trustees Special Meeting to order at 4:31 p.m. at KCKCC-Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, September 17, 2024.
2. **Roll Call:** Trustees present were Chairman Brad Isnard, Vice Chair Evelyn Criswell, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton, Dr. Brenda Scruggs Andrieu and Ms. Mary Ricketts.
3. **Executive Session(s):** Chair Isnard announced there would be one executive session and called for a motion to enter into the executive session to discuss personnel matters of nonelected personnel for a 15-minute duration with possible action to follow in open session. Open session would take place in Upper Jewell Lounge and in the virtual meeting room. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

The Board was allowed time to travel to the executive session meeting room. They were joined by Dr. Greg Mosier, President, Dr. Scott Balog, Executive Vice President, and Mr. Greg Goheen, College Attorney.

The Board entered the first executive session in Room 3397 and in the virtual meeting room at 4:34 p.m. At 4:49 p.m. Chair Isnard called for a motion to return to open session. Trustee Ash made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

At 4:50 p.m., Chair Isnard called for a motion to extend the executive session for a 5-minute duration. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.** The Board ended the executive session at 4:55 p.m.

The Board was allowed time to travel back to Upper Jewell Lounge. At 5:02 p.m., Chair Isnard called for a motion to return the meeting to open session. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

Chair Isnard announced for the executive session, no action was needed.

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

The meeting adjourned at 5:02 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 Special Meeting
Tuesday, September 24, 2024 – 4:30 P.M.

CONSENT AGENDA – Item A2
Meeting Minutes

1. **Call to Order:** Chairman Brad Isnard called the Kansas City Kansas Community College (KCKCC) Board of Trustees Meeting to order at 4:33 p.m. in the KCKCC Zoom meeting platform on Tuesday, September 24, 2024.
2. **Roll Call:** Trustees present were Chairman Brad Isnard, Vice Chair Evelyn Criswell, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton, Dr. Brenda Scruggs Andrieu and Ms. Mary Ricketts.

They were joined by Dr. Greg Mosier, President, Dr. Scott Balog, Executive Vice President, Dr. Patrick Schulte, Vice President of Finance and Operations, and Mr. Greg Goheen, College Attorney.

3. **New Business:**
 - Chair Isnard invited Dr. Greg Mosier, President, and Mr. Greg Goheen, College Attorney, to present the Resolution for the New Markets Tax Credit Transaction. Mr. Goheen presented the following –
 - The New Markets Tax Credit is a method by which the College would be able to obtain additional funding available for the downtown project. This is a common way for public entities and nonprofit entities to assist with financing projects of this nature by creating a separate entity that holds the interest while the New Markets Tax Credits are being sold. Tax credits are credits that are given to projects of this nature but the College cannot take advantage of that directly due to being a nonprofit organization. So the credits that are developed through the development of the project are able to be sold to other companies on a market. In order to do that, we had to create a separate entity to hold that interest in the property. The College never loses its interest

in the actual property. So what's effectuated is a lease between the College and this new entity and the lease back from the new entity to the College. Both leases would be in effect for the duration of the New Markets Tax Credit process, approximately seven to eight years.

These resolutions will allow the College to execute documents necessary to effectuate the lease with the New Markets Tax Credit entity and the New Markets Tax Credit entity will execute a similar lease and to allow for the sale of those New Markets Tax Credits.

The resolution did not need to be read aloud.

Chair Isnard added if the resolution did not need to be read, he did not see a reason to, unless there were objections. Mr. Goheen explained the entirety of the resolution, once adopted, would be part of the recorded minutes for this special meeting.

Trustee Hoskins Sutton questioned if the duration of 30 years, as stated in the document, was a standard statement. Mr. Goheen explained that duration was placed in the lease by the attorneys managing the sale of the New Markets Tax Credits and it was a standard provision. That would be the maximum duration of the lease with the College having the ability to close down the lease and dissolve the New Markets Tax Credit entity after a period of seven to eight years, which Mr. Goheen strongly recommended. The College's Vice President of Finance and Operations would track that and present that to the Board at that time to dissolve the entity and close the lease.

Dr. Mosier added the total transaction would be \$12 million, but the College would receive approximately \$3.4 million for the downtown project.

Trustee Ricketts questioned if anything else needed to be put in place for this current Board or a future Board for the College to be able to proceed at that seven- to eight-year mark. Mr. Goheen clarified the document was designed to give flexibility for issues by having the 30-year period. The College's Vice President of Finance and Operations would track this, manage the required annual transactions and annual status reporting to the Board and document in the paperwork that it would be closed down in that seven- to eight-year period.

Dr. Mosier added there would be a board of directors for the newly developed entity and that board would have annual meetings and reporting on financials. Dr. Mosier explained the entity would be like having a 30-year mortgage but could be paid off without penalty after seven years.

- Chair Isnard called for a motion to approve the resolution for the New Markets Tax

Credit Transaction. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

The approved and signed Resolution for the New Markets Tax Credit Transaction is attached hereto as part of the minutes of this special meeting.

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

The meeting adjourned at 4:41 p.m.

ATTEST:

Chairperson, Mr. Brad Isnard

Secretary, Dr. Greg Mosier

KANSAS CITY KANSAS COMMUNITY COLLEGE

RESOLUTIONS OF THE BOARD OF TRUSTEES

September 24, 2024

The undersigned, being all of the Trustees of the Board of Trustees of Kansas City Kansas Community College, a Kansas community college, governmental entity and political subdivision of the State of Kansas, existing pursuant to K.S.A. 71-201, *et seq.*, (the “College”), do hereby consent to the adoption of and hereby adopt, pursuant to the statutes and policies governing the College, the following resolutions, which were adopted at a specially scheduled meeting of the Board of Trustees of the College.

NEW MARKETS TAX CREDIT TRANSACTION

WHEREAS, the College owns land located at 1101 N. 7th Street Trafficway, Kansas City, Kansas 66101 (the “Land”);

WHEREAS, the College will fund and complete the construction of Unit 101 of a Kansas City Kansas Community Education, Health and Wellness Condominium located on the Land (the “KCKCC Unit”);

WHEREAS, the College has determined that the construction of the KCKCC Unit may be financed in part through financing obtained under the New Markets Tax Credit Program (the “NMTC Program”), established in 2000 as part of the Community Renewal Tax Relief Act of 2000;

WHEREAS, the College has determined that it is advisable, and in furtherance of the purposes for which the College is organized, to participate in the NMTC Program to finance the construction of the KCKCC Unit;

WHEREAS, in order to facilitate the financing under the NMTC Program, the College desires to loan the approximate principal amount of \$8,496,000 (the “Leverage Loan”) to COCRF Investor 296, LLC, a Delaware limited liability company and a single-purpose investment fund (the “Fund”);

WHEREAS, in connection with the Leverage Loan, the College desires to enter into various loan and security documents (collectively with all other documents to be signed by the College in connection with the Leverage Loan being referred to here as the “Leverage Loan Documents”), which include but are not limited to a loan agreement by and between the College and the Fund;

WHEREAS, the Fund will use the proceeds of the Leverage Loan, together with other funds to be invested in the Fund by Capital One, National Association, a national banking association ("Tax Credit Investor"), in the approximate amount of \$3,744,000, to fund Qualified Equity Investments in the aggregate amount of \$12,000,000 in CBKC CDC SUB-CDE 71, LLC, a Missouri limited liability company (the "CDE") in exchange for Tax Credit Investor's receipt of \$4,680,000 in federal tax credits in accordance with the NMTC Program;

WHEREAS, the CDE will make loans to a newly created single member limited liability company, KCKCC NMTC QALICB, INC., a Kansas not-for-profit College ("QALICB") in the amount of approximately \$11,760,000 for the purposes of (i) paying the costs of the construction of the KCKCC Unit, and (ii) establishing reserves and paying fees, other up-front costs and the closing costs (the "QLICI Loans") in accordance with those certain loan and security documents to be entered into by the CDE and QALICB;

WHEREAS, the payments made by QALICB to the CDE under the QLICI Loans will, after payment of expenses of the CDE, be distributed to the Fund as its source of funds for payments of principal and accrued interest to be made to the College under the Leverage Loan Documents. The transaction relating to the Leverage Loan and related matters is hereinafter referred to as the "Transaction");

WHEREAS, as a condition of making the QLICI Loans, the CDE requires the College to enter into certain guaranty agreements, collateral documents and indemnifications with respect to the QLICI Loans, which include the College entering into an Environmental Indemnity Agreement and the Unconditional Continuing Guaranty of Obligations and other completion and payment guaranties, each for the benefit of the CDE (collectively, the "Guaranties"), as more fully set forth in the Guaranties;

WHEREAS, the College, as lessor, desires to lease an interest in the KCKCC Unit to QALICB, as lessee, pursuant to that certain Capital Lease Agreement (the "Capital Lease") and QALICB, as lessor, desires to lease back to the College, as lessee, its interest in the KCKCC Unit, pursuant to that certain Operating Lease Agreement (the "Operating Lease") and the leasing transactions as described in the recitals hereto being hereinafter referred to as the "Real Estate Transaction" and the Capital Lease and the Operating Lease and all documents related thereto, the "Real Estate Documents");

WHEREAS, as used herein, the Leverage Loan Documents, the Guaranties, and the Real Estate Documents, and all other documents required to be executed and delivered by the College in connection with the transactions described above and/or related thereto are collectively referred to herein as the "Transaction Documents"; and

WHEREAS, the Board of Trustees has determined that the College will substantially benefit from the Transaction and the Real Estate Transaction, and the Transaction and the Real Estate Transaction are in furtherance of the purposes of the College.

NOW THEREFORE, BE IT RESOLVED, that the Transaction and Real Estate Transaction are hereby approved, ratified and confirmed, and that the College is hereby authorized and directed to participate in the Transaction and the Real Estate Transaction and take any and all

actions of any kind in connection with the consummation of the Transaction and the Real Estate Transaction, including (a) making of the Leverage Loan, as lender, to the Fund, as borrower, under the terms of the Leverage Loan Documents to be executed by the Authorized Representative of the College, (b) entering into the Capital Lease, as lessor, and the Operating Lease, as lessee, under the terms of the Real Estate Documents to be executed by the Authorized Representative of the College, (c) opening bank accounts, and (d) entering into, executing and delivering any and all necessary or appropriate documents, term sheets, instruments and agreements on behalf of the College, to evidence, effectuate and consummate the Transaction and the Real Estate Transaction, including without limitation the Leverage Loan Documents, the Real Estate Documents and the Transaction Documents;

RESOLVED FURTHER, that in furtherance of the Transaction and the Real Estate Transaction, the College is hereby authorized and directed to enter into the Transaction and the Real Estate Transaction on terms and conditions approved by the Authorized Representative (as defined herein);

RESOLVED FURTHER, that Dr. Greg Mosier (President), Dr. Scott Balog (Executive Vice President), and/or Dr. Patrick Schulte (Vice President of Finance and Operations) (the “Authorized Representative”) is hereby authorized and directed to take any and all actions of any kind in connection with the consummation of the Transaction and the Real Estate Transaction in the name of and on behalf of the College, to include execution, delivery and performance of the Transaction Documents and such further documents, agreements, certificates, filings, financial statements, instruments and other documentation as may be necessary or appropriate to consummate the Transaction contemplated or required by the Transaction Documents, each in form and substance approved by the Authorized Representative, and to pay all such fees and expenses as in his judgment shall be necessary, proper or advisable in order to carry out the intent described herein and to accomplish the transactions described herein, and the execution and delivery of any such document, agreement and/or instrument by the Authorized Representative shall constitute conclusive evidence of such Authorized Representative’s approval thereof;

RESOLVED FURTHER, that any action previously taken by an Authorized Representative of the College, in the name of or on behalf of the College and in furtherance of the Transaction and the Real Estate Transaction, is hereby ratified, confirmed, approved and affirmed in all respects as the action of or action on behalf of the College and to the extent that any resolutions or consents of the College may be in conflict with this resolution, they are hereby revoked; and

RESOLVED FURTHER, that signatures delivered by electronic transmission (e.g., Portable Document Format (PDF) or DocuSign) shall constitute originals for all purposes related to the Transaction.

The original executed copy of this document shall be filed in the College and Board of Trustees minutes and become a part of the records of the College.

[Remainder of this page intentionally left blank; Signature Appears on the Following Page]

I, the undersigned, hereby certify that I am the duly appointed President of Kansas City Kansas Community College and Secretary for the KCKCC Board of Trustees, and that, as such, I certify that the resolutions above have been duly adopted by the Board of Trustees on September 24, 2024, in accordance with applicable Kansas law and the College's Policy and Procedures, which have not been rescinded and remain in full force and effect on the date hereof.

By 
Dr. Greg Mosier, Secretary

[Signature Page to Actions of the Board of Trustees of Kansas City Kansas Community College]



Recommendations for Payment

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

CONSENT AGENDA – Item B

October 15, 2024

1. Approval in the amount of **\$149,376.00** to **Blacktop Paving Maintenance, Inc** for asphalt repair for motorcycle lot. Requested by Patrick Schulte. Funding Source – Capital Outlay: Parking Lots.
2. Approval in the amount of **\$231,620.00** to **Lenovo, Inc** for 313 laptops purchased using the Adopt Grant (Advancing Digital Opportunities to Promote Technology). Requested by Patrick Schulte. Funding Source - Capital Outlay: ADOPT Grant.
3. Approval in the amount of **\$48,000.00** to **Archer Education, Inc** for a three-year contract for student engagement platform. Requested by Kris Green. Funding Source – President’s Office Consulting Services.

September bills totaling **\$2,448,705.52** which includes August VISA bills totaling **\$168,831.03**.

Updated 10/7/2024



Items for Ratification

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

CONSENT AGENDA – Item C

October 15, 2024

1. **\$14,792.00** to **Lenovo, Inc** for laptops for BEMT program at TEC. Requested by Peter Gabriel. Funding Source – Perkins Grant.
2. **\$11,000.00** to **NICE** for Presenting Sponsorship at the 2024 NICE annual awards luncheon. Requested by Greg Mosier. Funding Source – Administrative: Sponsorships.
3. **\$13,050.00** to **Austin Sales, Inc** for a replacement flatbed trailer for Facility Services. Requested by Patrick Schulte. Funding Source – Grounds: Equip Capitalized over \$5,000.
4. **\$13,373.00** to **Environmental Works, Inc** for subsurface investigation at the downtown location. Request by Patrick Schulte. Funding Source – Capital Outlay: Environmental.
5. **\$10,590.00** to **Schwicker's Tecta America LLC** for a skylight replacement in the Nursing building. Requested by Patrick Schulte. Funding Source – Capital Outlay: Repair and Remodel.
6. **\$18,952.50** to **The Registry** for the placement fees for Interim Vice President of Student Affairs & Enrollment Management. Requested by Patrick Schulte. Funding Source – Finance & Administration: Contractual Expenses.
7. **\$13,620.00** to **Blacktop Paving Maintenance, Inc** for the motorcycle lot sidewalk to the Performing Arts Center. Requested by Patrick Schulte. Funding Source – Capital Outlay: Parking Lots.
8. **\$13,520.00** to **Homefield** for gymnasium rental for August. Requested by Tom Corti. Funding Source – Athletics: Home Game Expense.

HUMAN RESOURCES - PERSONNEL ITEMS

CONSENT AGENDA – Item D

October 15, 2024

SEPARATION INFORMATION

| ACTION | NAME | JOB TITLE | DEPT | DIVISION | EFF. DATE |
|--------------------|-------------------|--------------------------------------|--|------------------|-----------|
| Resignation | Bohn, Donna | Dean | Arts, Communications and Humanities | Academic Affairs | 9/13/2024 |
| Separation | Shipley, Veronica | Administrative Assistant to the Dean | Social and Behavioral Sciences and Public Services | Academic Affairs | 9/27/2024 |
| Separation | Wiggins, Cleon | Dean | Social and Behavioral Sciences and Public Services | Academic Affairs | 9/13/2024 |

RECOMMENDATIONS / APPROVALS

| ACTION | NAME | JOB TITLE | DEPT | DIV | DATE | SALARY |
|---------------------|---------------------|---|--------------------------------|---|------------|--------------------|
| New Hire | Hallowell, Aleece | Financial Aid Specialist-Customer Service | Financial Aid | Student Affairs and Enrollment Management | 10/1/2024 | \$46,000 annually |
| New Hire | Ibobo, Nsinga | Officer | College Police | Finance and Operations | 9/23/2024 | \$49,425 annually |
| New Hire | Kidd, Kariesha | Administrative Assistant I | Human Resources | Finance and Operations | 10/8/2024 | \$48,983 annually |
| New Hire | Rodriguez, Cornetta | Part-Time Event Representative | Central Scheduling | Academic Affairs | 9/18/2024 | \$16.07 per hour |
| New Hire | Updike, Sarah | Part-Time Event Representative | Central Scheduling | Academic Affairs | 9/18/2024 | \$16.07 per hour |
| New Hire | Walker, Robert | Chief Information Officer | Information Services | Finance and Operations | 10/09/2024 | \$170,000 annually |
| Promotion | Reynolds, Michael | Education Navigator | Adult and Continuing Education | Academic Affairs | 9/16/2024 | \$65,087 annually |
| Reassignment | Gabriel, Peter | Director of Information Technology | Information Services | Finance and Operations | 10/09/2024 | \$128,500 annually |

Action Definitions

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

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

Kansas City Kansas Community College
Board of Trustees Monthly Report
Scott Balog, Ed.D.
Executive Vice President

October 15, 2024

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

Executive Summary

Strategy

- Completed the search for the College's new Chief Information Officer
- Identified new platform to support KCKCC's strategic planning, associated work streams and reporting activities

Partnerships

- Participated in panel presentation with the KC BioHub and the Economic Development Administration to discuss regional biologics workforce initiatives
- Attended KC Rising's quarterly Steering Committee meeting
- Participated in the Wyandotte Economic Development Council's and Leavenworth County Development Council's Quarterly meetings
- Represented KCKCC at the 2024 Community Executive Forum hosted at Fort Leavenworth
- Attended Swope Health's 4th Annual Community Celebration
- Participated in the Higher Education Research and Development Institute (HERDI) Innovate convening in Chicago

Operations and Execution

- Coordinated "The 4 Disciplines of Execution" (4DX) Team Lead Implementation Session 1 for KCKCC executives and administration on September 18 and 19

Full Report

Strategy

This past month, the Executive Vice President (EVP) – in collaboration with the Vice President of Finance and Operations – completed the search for the College’s new Chief Information Officer (CIO). Bob Walker joins KCKCC with nearly 25 years of information technology leadership experience in higher education and industry. Bob most recently served as a consultant with Ellucian and was placed as acting CIO with two institutions over the past two years. His experience, familiarity with and relationships at Ellucian will benefit the College as we modernize our technology systems.

In addition to selecting a new CIO, the EVP, with assistance from Institutional Effectiveness identified a new strategic planning technology platform, choosing one from among six evaluated. The new platform will support strategic planning, associated work streams and monthly, biannual and annual progress reporting.

Partnerships

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

Last month, KCKCC was invited to participate in a panel presentation with KC BioHub and the Economic Development Administration. KCKCC was the only community college invited to participate in the discussion centered on regional biologics workforce initiatives. The panel was part of a daylong tour of the Kansas City Metro organized by the KC BioHub, prompted by the region’s Tech Hubs proposal submitted last fall.

KCKCC continues to serve a prominent role in leading regional workforce initiatives with organizations like KC Rising, the Civic Council of Greater Kansas City and local economic development organizations. In September, the College participated in KC Rising’s quarterly Steering Committee meeting. The EVP will continue as co-chair for KC Rising’s Workforce Action Team this coming year, leading the team’s efforts to develop a new workforce system for the Kansas City Metro. Additionally, the EVP and President attended quarterly meetings hosted by the Wyandotte Economic Development Council and Leavenworth County Development Council, where county economic development updates were presented.

The College is also engaged in fostering relationships with local partners, including Fort Leavenworth and Swope Health. The EVP represented KCKCC at the 2024 Community Executive Forum hosted at Fort Leavenworth. This marked the second year that Commanding General Milford Beagle hosted the Community Executive Forum, where executives from across the Kansas City Metro learn more about the role the installation serves for the United States military and explore collaboration and partnership opportunities with the Army.

KCKCC also supported Swope Health at its 4th Annual Community Celebration in September. The College is proud to partner with Swope Health in developing the new KCK Community Education, Health and Wellness Center.

Finally, KCKCC continues to pursue opportunities promoting innovation and transformation of its operations and services. The College was one of 30 community colleges nationally selected to serve on the Higher Education Research and Development Institute (HERDI) Innovate Board of Directors. The Board meets twice annually, allowing members to engage education technology companies in research and development activities. Participation with HERDI offers KCKCC unique access to emerging higher education technology products and solutions.

Operations and Execution

In late September, consultants from Franklin Covey facilitated two days of on-site training with KCKCC executives and administration as part of the installation of “The 4 Disciplines of Execution” (4DX) at the College. The initial implementation session prepared team leaders to meet with their teams to identify Team Wildly Important Goals (WIGs) and lead measures that contribute to KCKCC’s Sub-WIGs (enrollment and persistence gains) and Primary WIG (increase in awarding of certificates and degrees).

Through the end of October, executives and administration will develop Team WIGs and lead measures. A second implementation session scheduled for October 29 will ensure the proper application of 4DX across the College in preparation to go live with the new operating system in December.

October 2024 Board of Trustees Report
Vice President of Academic Affairs

Academic Affairs Highlights

- Statewide Program Alignment Review – All aligned technical programs will be reviewed by community and technical institutions for compliance with the current program alignment requirements. Verification will open on October 1, 2024.
 - After this initial Program Alignment Verification process, institutions will be required to have all program alignments for the current academic year completed in KHEDS by July 1 annually).
 - Annual Program Alignment Presidential Acknowledgement Letter: This letter will be submitted on August 1 annually with a listing of all aligned technical programs the institution offers which have been marked as not meeting program alignment for the academic year. This letter acknowledges that the institution has chosen to not meet alignment for specific programs.
 - Results of the Verification process will be provided to the Technical Education Authority (TEA) in September 2025.
- Math Pathways
 - College Algebra is no longer the gateway math course for all transfer degrees.
 - There will be three gateway math courses depending on degree path.
 - College Algebra
 - Contemporary Math
 - Elementary Statistics
 - Statewide course placement - Per KBOR policy, each student who meets either a systemwide course placement measure OR an institutionally designated course placement measure is eligible to enroll in a gateway course without developmental support. Each student meeting neither of the above shall be placed into the gateway course with developmental support.
 - Corequisite Support Options
 - Supplemental course section
 - Mandatory tutoring section
 - Boot camp section
 - Compressed course section
- English Initiatives
 - Systemwide English Composition I placement measures and corequisite English developmental support are both critical to the AY 2024 - AY 2026 Performance Agreements. Currently, the English Course Placement Measures Committee is working to establish systemwide measures (using multiple measures) to place into English Composition I.
 - KBOR is facilitating professional development sessions to assist English faculty in creating corequisite developmental support sections for English Composition I.
- HLC Interim Report 2 – Due no later than December 31, 2024. Draft completed. Evidence being gathered and organized.
 - A Course Level Outcome (CLO) assessment strategy that can be used to demonstrate consistency across all modalities and locations, especially concurrent offerings.
 - A second complete cycle of assessment of courses, programs, GELOs, and ILOs.
 - Clarification of the GELO and ILO process, with a clear strategy for assessing both put into place.

October 2024 Board of Trustees Report
Vice President of Academic Affairs

Academic Support and Assessment – Dean Cecelia Brewer

Office of Assessment: Angie Miller, Director

September was a busy time for the Office of Assessment. On September 5, 2024, Taskstream training was held for all academic assessment coordinators to get step-by-step instructions on submitting the Assessment Plans and Actions Plans due October 1, 2024. Two virtual sessions were offered, and a total of twelve coordinators attended. The Office of Assessment also held in-person drop-in sessions for academic coordinators on September 23 and 24, 2024, at the main campus and TEC. Thirteen (13) coordinators took advantage of this opportunity to get one-on-one help from the assessment team before the October 1 deadline.

Institute for Teaching and Learning: Tom Grady, Faculty Director

On Friday, September 6, 2024, Tom Grady facilitated a strengths-based presentation for Leadership Leavenworth-Lansing at the Lansing Library. The session provided a brief overview of the theory behind the Clifton Strengths, followed by activities that allowed the participants to learn more about how to leverage their strengths in their leadership roles.

Ten (10) faculty members are currently participating in the semester-long Faculty Teaching Circle. The group meets weekly, and a different member facilitates each session. The discussions focus on a selected chapter from the book *Teaching with AI: A Practical Guide to a New Era of Human Learning*.

The Institute for Teaching and Learning (ITL) facilitated the first “Two for Tuesday” sessions of the academic year. The Two for Tuesday professional development sessions occur on the 2nd and 4th Tuesday of each month from 2:00 – 3:00 p.m. Participants view two 20-minute webinars followed by discussion.

The first Academic Symposium of the year was held on September 12, 2024. Dr. Candice Scott, Assistant Director of International and Immigrant Services, was the presenter, and the topic was “Mapping Internationalization on the Campus of Kansas City Kansas Community College.” Dr. Scott presented ways to enhance campus internationalization and increase campus Internationalization, which expands cultural consciousness, fostering an understanding and appreciation for different values and ethnicities. With internationalization, students are exposed to different perspectives and develop an awareness of the world. The symposium provided information about FULBRIGHT programs, such as the Scholar in Residence program, the Outreach Lecturing Fund, and the International Education Administrator Award.

October 2024 Board of Trustees Report
Vice President of Academic Affairs

Arts, Humanities and Social Science– Interim Dean Jerry Pope

Student engagement events

Student Art Club:

- **Third Friday Art Walk**
 - Next event October 18, 5-9 pm on 6th St KCK
- **Art Club Paint Night**
 - Held on Sep. 27 - 24 people attended

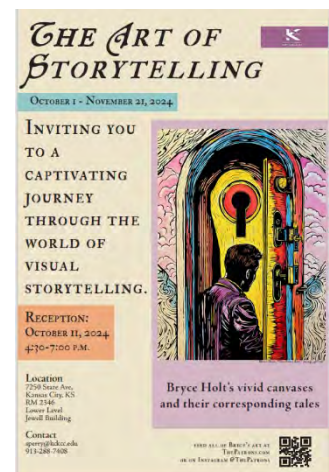
Art Gallery & Ambient Space

Exhibit Updates:

- **Low & Slow: The History of Lowriders & the Artistic Process**
 - Closing reception and celebration of Hispanic Heritage held on Sep. 13 from 6 to 8 pm.
 - 80 people attended
 - Special guest Curator from the Smithsonian Museum. Artists were interviewed for an upcoming exhibit with the history museum.



- **The Art of Storytelling**
 - On display Oct. 1-Nov. 21
 - Reception to meet the artist on Oct. 11, 4:30 – 7 pm
 - Forget “once upon a time.” These paintings plunge you headfirst into vibrant realities, their stories unfolding stroke by stroke—artwork by Bryce Holt's captivating fusion of art and narrative. Holt's vivid canvases and their corresponding tales take center stage.
 - image: Bryce Holt, "The Final Key" (2024) 48" x 36"
- **Migration: Latinx Exhibition**
 - Traveled to Lincoln Memorial University featuring works by Tennessee and Kansas-based Latinx artists, curated by Shai Perry. "Migracion" showcases the diverse perspectives of Latinx artists through a variety of mediums. This exhibition not only celebrates artistic expression but also aims



October 2024 Board of Trustees Report
Vice President of Academic Affairs

to provoke thoughtful discussions on the Latinx experience in today's globalized world.

- **Faculty Exhibit**

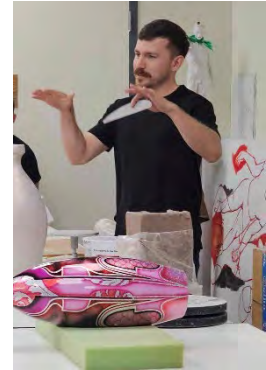
- Now temporarily on exhibit in the display case in Lower Jewell.

Community Outreach:

- First Friday information booth at the Mattie Rhodes Art Gallery for the “Cuidate” exhibition on Sep. 6.
- Staff attended the NAACP Freedom Fund Banquet on Sep. 28.
- Staff attended the opening solo exhibition night at the Alcott Arts Center to support two KCKCC students.

Programs:

- Guest Artists
 - New Chiefs Posters by Darryl Woods were made available at the front entrance of the Jewell Building on Sep. 5 to celebrate the season kickoff.
 - Ceramicist Tommy Lomeli demonstrated his hand-building technique to KCKCC studio art classes on Sep. 16.



Ambient Space and Art Committee:

- **KCKCC now has 3 sculptures from the Parade of Hearts**
 - “Wings KC” 2024 – purchased at auction on Aug. 24 and installed Sep. 23, on the corner of Campus Blvd and Quindaro Lane.
 - “Charlie” 2023 – donated by Mike Bukaty from Bukaty Companies and installed Sep. 23, in front of the Humanities building on Campus Blvd.
 - “We Are Better Together” 2022 – moved from the side of Humanities to the front of Jewell, Admissions entrance.



"Charlie" (Left image: front of heart; Right image: back of heart) "Wings KC" We Are Better Together"

October 2024 Board of Trustees Report
Vice President of Academic Affairs

Art Committee met on Sep. 26:

- Minutes: Reviewed TEC mural drafts and provided the artists with changes to be made to the panel drafts. Discussed the “Low ‘n’ Slow” exhibition. Discussed upcoming exhibitions – “The Art of Storytelling.” Sprint exhibits - call for artists for “Essence: Intelligence & Power of the Black Woman,” and student art show. Mentioned Parade of Hearts and Hugo artwork donation.
- **The Art Committee is looking for new members to join.**

Art Faculty Highlights

- Kammy Downs
 - Fiber Connections show currently on exhibit in Hermann, MO
 - **Kammy won the Best of Show award**
 - “Fiber Connections 2024 is a Missouri Fiber Artists (MoFA) members’ only juried exhibit, exploring fiber forms and materials.”
 - On exhibition from Aug. 2-Oct. 18
 - Mountain Plains Contemporary Art Biennial
 - May 22-Sep. 1 Displayed “Green Tea,” 2022 and “Stinging Nettles,” 2022
 - “The fourth iteration of the Salina Biennial continues to affirm the power of artmaking in the Mountain Plains region.



Elementary & Secondary Education

On Thursday, October 10 Dr. Hira Nair will take a group of nine students to attend the K-State Education Symposium.

This conference-style event allows students to sit in on lectures led by K-State staff and faculty, as well as other leaders in the field. Students attend sessions with an array of topics. This year, some of the topics are:

- Understanding Credit Scores: Setting Yourself up for Lifelong Financial Wellness
- In My Technology Era
- Transitioning from College Student to Classroom Teacher - Led by Sally Lopez (Interesting tidbit and a proud moment is that Sally Lopez is a graduate of KCKCC’s Elementary Education program, who completed her BS Elementary Education from K-State. She is amazing!
- How Do Amazing Teachers Make Teaching Look So Easy
- Kansas in the mid-21st century: What will education look like, and how will you as a teacher prepare students for success.
- Students will attend a panel discussion of the Teacher of the Year recipients, and network with school district representatives from around the state of Kansas.

October 2024 Board of Trustees Report
Vice President of Academic Affairs

Music

John Stafford, Professor of Music, served as the Guest Community College Honor Choir Conductor at the Southerns Invitational Conference at the University of Southern Mississippi on September 16 and 17. More information can be found at <https://www.usm.edu/music/sicc.php> and https://issuu.com/usmmusic/docs/sicc_2024.

The Music Department Jazz Collage concert at Open Door KC Church in Wyandotte County was held on September 25. The flyer is below.



Career and Technical Education –Dean- Donald Smith

Culinary and baking students from the Pioneer campus recently attended a field trip to Shatto Farms to tour the farm and processing plant. Students learned how the company has provided quality dairy products to local communities for many years. Students were allowed to taste flavored milk, cheese, compound butter and ice cream made at the facility. Attendees brought back fresh cream and six different flavors of milk to create a variety of pleasing desserts.

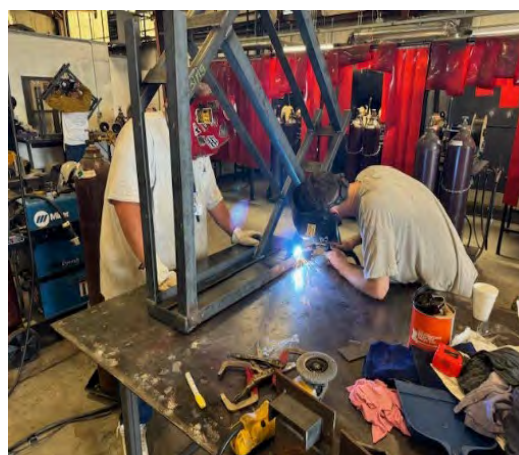


Culinary students participated in a Culinary Arts Practicum featuring various appetizers. In addition to preparing the food for the event, students participated in the planning process, which included selecting and purchasing foods as part of the practicum. Students were divided into three groups and were judged on the following: Appearance (student/table display/food display), Presentation (student explanation of their company and food), and FATT (flavor, aroma, taste, and texture). TEC staff was invited to participate in sampling and judging the delicious foods prepared by the students.

October 2024 Board of Trustees Report
Vice President of Academic Affairs



Welding students at Lansing Correctional Facility participate in workshops to learn and enhance their welding skills. In September, the students constructed garden trellises. The next workshop will begin in October and will focus on building fire pits.



October 2024 Board of Trustees Report
Vice President of Academic Affairs

Job Placement Coordinator Charles Knapp and Recruiting Coordinator Karina Martinez attended the Explore Your Future in Healthcare event at the Kauffman Foundation Conference Center. This event allowed middle and high school students throughout the metropolitan area to explore health careers hands-on and obtain information on classes, post-secondary education, and employment opportunities.



Representatives from Allegiant Manufacturing met with welding students to discuss employment opportunities. The representatives indicated they want to pursue a partnership with KCKCC and may consider developing a part-time work schedule specifically for KCKCC welding students.



The KCKCC Fall Career Fair took place at the Technical Education Center on September 19. A total of eighty employers participated, attracting 381 students and community members. The event focused on companies offering full- and part-time positions in CTE fields. This was the largest career fair in recent memory hosted at TEC. Employers expressed satisfaction with the turnout and the caliber of candidates.

October 2024 Board of Trustees Report
Vice President of Academic Affairs



Multimedia Video Production students embarked on a field trip as part of a collaboration with Kelli Campbell-Goodnow, the Executive Director of the Heart of America Patriot Foundation and Valor Partners Foundation. The Valor Partners Luncheon was held at Lionsgate Golf Course, which featured two World War II veterans as guest speakers. As part of the collaboration, students had the opportunity to capture the event on film, including documenting the veteran's stories. This hands-on experience was an invaluable learning opportunity for students in the Multimedia Video Production program, offering real-world experience in content creation, documentary filmmaking, and event coverage. The students will review and edit the recorded footage, with plans to showcase the final production as part of their multimedia portfolios. Katie Lindgren, KCKCC Foundation Coordinator, invited the students to this event.



October 2024 Board of Trustees Report
Vice President of Academic Affairs



The Harvesters distribution at the Technical Education Center took place on September 27 and was the largest Harvesters distribution to date at TEC. Along with partnerships with United Way, Voter Network, KC Chiefs, KC Royals, Sporting KC, and KC Current, \$32,500 was donated to Harvesters to provide additional non-perishables to multiple distribution sites this month. A total of 20,493 pounds of food was distributed, with numbers served as follows: 504 adults, 227 seniors, and 563 children. Mascots from the Kansas City Chiefs and Sporting KC, and several KC Chiefs cheerleaders were available for photos and to visit with customers and volunteers. Additional volunteers from the sports teams handed out team flags, wristbands, stickers, magnets, and posters. Voter Network staff was also on-site and registered more than fifty people for voting. We extend our gratitude to everyone involved for their support and cooperation in making this event such a success.



October 2024 Board of Trustees Report Vice President of Academic Affairs



Ella Nolan was awarded the Culinary Arts Student of the Semester Award. Each semester, one student is chosen from students nominated, and the winner is presented with a plaque in the presence of peers. In addition, the student's name is added to the plaque located in the Culinary Arts display case. Students are chosen who have shown exceptional progress in the program, exhibit promising chef skills, work well within a team, display professionalism, and maintain good attendance in the program.



Health Professions – Dean Dr. Tiffany Bohm Division

Dr. Tiffany Bohm and Daryn Young attended the NN2 Annual Conference in September 2024. The conference is specific to leadership for Allied Health professions in two-year institutions.

The division is conducting a review of all KBOR-aligned programs to ensure compliance.

Respiratory Care

The Commission on Accreditation has accepted the 2024 Respiratory Care Program Report of Annual Status as meeting or exceeding all outcome measures for continuing accreditation.

The Respiratory Care Program has a new affiliation agreement with Overland Park Regional Medical Center. Plans are to send students there in spring 2025.

Emergency Medical Education

The program had a 100% pass rate on the National Registry paramedic certification exam for the May 2024 paramedic graduates. They also have a 100% job placement rate.

The summer EMT students had a 100% pass rate on the National Registry EMT certification exam.

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

As part of the biomanufacturing curriculum and annual practice, Dr. Ahmed's class studied Material Safety Data Sheets (MSDS) and NFPA symbols. They also conducted practical drills to reinforce safety protocols. The drills included identifying first aid boxes in the laboratory ensuring they know where to find them in case of an emergency. Hands-on practice session was held to familiarize everyone with the proper use of the eye wash hose, a crucial piece of safety equipment in the event of chemical exposure. Dr. Ahmed has prepared a comprehensive Standard Operating Procedure (SOP) for the operation of all equipment and the execution of all experiments in biomanufacturing. This SOP encompasses all current experiments and assays in the curriculum, as well as new ones that will be included soon. The SOP is currently being utilized in the classroom. After an expert review, Dr. Ahmed plans to publish this SOP as a book, with copyrights to be shared with KCKCC.



Math instructor CJ Westerfield is part of the Book Club learning about AI in the classroom. It is quite interesting. Several in the group are incorporating AI to help with creating lessons and assignments.

October 2024 Board of Trustees Report
Vice President of Academic Affairs

Biomanufacturing students attended the Career Fair at TEC on Thursday, September 19. They will also visit KU on November 7 and USM on February 9.



Biology faculty and students collected insect specimens for the NSF STEM grant undergraduate research project that will explore insect diversity on the KCKCC campus.



Carrie Boorem, the nursing advisor, joined Dr. Leslie Watkins' pathophysiology class to talk to students about the process of applying for nursing school and the options the students have when doing so. She explained the programs, length of time to complete the program, and many of the details associated with the nursing program. The students asked a variety of questions about the program, number of applicants, scheduling, TEAS testing, scholarships, and many other topics. Mrs. Boorem was very informative and answered all the questions the students had at this time. It was great to have this contact, and the students said they learned many things and felt more comfortable about the whole process. Now they know who to ask questions as they are working through the process.

Alphonse Mendy, Professor of Biology, participated in the Allen Village Career Jumping hosted by PREP-KC on Wednesday September 11. The event was for 6th and 7th grade students whom he shared with the importance of following directions and showing up. Professor Mendy answered questions about his career path and about his job. He shared with them that he loves his job because he gets to meet students from different walks of life, which also made it possible for him to be there with them.

October 2024 Board of Trustees Report
Vice President of Academic Affairs

MSBT has collected 194 non-perishable food items for Blue's Basic Needs Pantry since the fall term began. We will continue to collect all school year, with a big push over the holiday season. MSBT members historically are very generous with our giving and show great support for this and other charitable endeavors.

Kris Ball served as HLC Peer Reviewer at the end of September for an institution in North Dakota. This service helps the institution being reviewed to improve and KCKCC by learning from success stories.



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

Submitted by:

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

Division-Wide Selected Activities, Programs, and Updates

- The new student engagement platform, BlueConnect has officially been launched. Flyers have been posted around campus to encourage students to download the App. Banners have been purchased and will be displayed around campus to encourage students to go to the App: BlueConnect, to learn more about clubs, departments, and organizations on campus. The Flyer is also displayed on the monitors around campus.
- The Student-Athlete Leadership Team (SALT; formerly known as Student-Athlete Advisory Council) has been formed for the 2024-25 academic year. The group offers student-athletes the opportunity to shape the landscape of intercollegiate athletics on the Kansas City Kansas Community College campus. Members of SALT will have the opportunity to address issues affecting student-athletes at their institution. Furthermore, members will have the opportunity to offer input on issues which may be national in scope. The group may also serve as a conduit of communication among student-athletes, coaches, and athletics administrators on issues to improve the student-athlete experience and promote growth and education through sports participation. Concerns can be voiced, and solutions offered regarding any issue that may be relevant to NJCAA student-athletes. The group is comprised of one member from each KCKCC athletic team, and they include ***Sydney Becker (Softball), Claire Suchma (Women's Basketball), Noah Conover (Men's Soccer), Gemma Ajekwu (Volleyball), Noelia Cruz (Women's Soccer), Gavin Killian (Baseball), and Andrew Tiemeyer (Men's Basketball).*** ***The group has chosen Dr. Tiffany Bohm (Dean of Health Professions) as the group's advisor.***
- Counseling and Advocacy hosted **Women's Equality Day, Celebrating Kansas City's Black Suffragists** presented by Dr. Carmaletta Williams, CEO of the Black Archives of Mid-America, Retired Educator from Johnson County Community College, and Emmy-Awards to Carmaletta Williams. Presented Women's Equality Day award to Carmaletta Williams and Retired Educator and Champion of Women's Rights, Patsy Kile. There were 44 participants.
- On August 28th, The Office of Student Engagement, in collaboration with Art Gallery, hosted the annual Welcome Back Bash, Club Rush, and Paint Throw Down. Over 600 students attended the event.

Fall 2024 Enrollment Update

| KCKCC Unduplicated Headcount by Location | | | | | | | | |
|--|---------------|---------------|---------------|--------------|--------------|--------------|--------------|----------------|
| CAMPUS (UNDUP at A Location & DUP Across Locations) | 10.03.2022 | 10.02.2023 | 10.07.2024 | 22-24 | 22-24 | 23-24 | 23-24 | Fall 2024 |
| | Fall 2022 | Fall 2023 | Fall 2024 | Diff - # | Diff - % | Diff - # | Diff - % | % |
| AMZN | - | - | - | - | - | - | - | - |
| BL | - | - | - | - | - | - | - | 0.00% |
| DNTWN | - | - | - | - | - | - | - | 0.00% |
| FRSC | 35 | 35 | 31 | -4 | -11.43% | -4 | -11.43% | 0.61% |
| HS | 816 | 905 | 921 | 105 | 12.87% | 16 | 1.77% | 18.12% |
| LCF | 22 | 19 | 11 | -11 | -50.00% | -8 | -42.11% | 0.22% |
| MC | 1,858 | 1,898 | 1,863 | 5 | 0.27% | -35 | -1.84% | 36.65% |
| OC | 399 | 231 | 254 | -145 | -36.34% | 23 | 9.96% | 5.00% |
| OL | 2,034 | 2,028 | 2,339 | 305 | 15.00% | 311 | 15.34% | 46.02% |
| PION | 224 | 248 | 191 | -33 | -14.73% | -57 | -22.98% | 3.76% |
| TEC | 758 | 768 | 805 | 47 | 6.20% | 37 | 4.82% | 15.84% |
| USDB | 80 | 77 | 55 | -25 | -31.25% | -22 | -28.57% | 1.08% |
| VRT | 228 | 123 | 166 | -62 | -27.19% | 43 | 34.96% | 3.27% |
| Total UNDUP Headcount | 4,866 | 4,862 | 5,083 | 217 | 4.46% | 221 | 4.55% | 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 | Fall 22 | Fall 23 | Fall 24 | 22-24 # | 22-24 % | 23-24 # | 23-24 % | Fa 2024 % |
| First-time | 1,840 | 1,788 | 1,840 | 200 | 12.20% | 52 | 2.91% | 36.20% |
| Returning | 3,226 | 3,074 | 3,243 | 17 | 0.53% | 169 | 5.50% | 63.80% |
| Gender | Fall 22 | Fall 23 | Fall 24 | 22-24 # | 22-24 % | 23-24 # | 23-24 % | Fa 2024 % |
| Unknown | 37 | 40 | 51 | 14 | 37.84% | 11 | 27.50% | 1.00% |
| Female | 2,785 | 2,744 | 2,945 | 180 | 6.51% | 201 | 7.33% | 57.94% |
| Male | 2,084 | 2,078 | 2,087 | 23 | 1.11% | 9 | 0.43% | 41.06% |
| Race / Ethnicity | Fall 22 | Fall 23 | Fall 24 | 22-24 # | 22-24 % | 23-24 # | 23-24 % | Fa 2024 % |
| American Alaska Native | 22 | 16 | 26 | 4 | 18.18% | 10 | 62.50% | 0.51% |
| Asian | 191 | 197 | 198 | 7 | 3.66% | 1 | 0.51% | 3.90% |
| Black or African American | 891 | 856 | 942 | 51 | 5.72% | 86 | 10.05% | 18.53% |
| Hawaiian Pacific Islander | 7 | 6 | 4 | -3 | -42.86% | -2 | -33.33% | 0.08% |
| Hispanic | 1,173 | 1,348 | 1,380 | 207 | 17.65% | 32 | 2.37% | 27.15% |
| Multi-racial | 267 | 279 | 307 | 40 | 14.98% | 28 | 10.04% | 6.04% |
| Unknown | 162 | 237 | 252 | 90 | 55.56% | 15 | 6.33% | 4.96% |
| White | 1,990 | 1,837 | 1,872 | -118 | -5.93% | 35 | 1.91% | 36.83% |
| Non Resident | 163 | 86 | 102 | -61 | -37.42% | 16 | 18.60% | 2.01% |
| International | N/A | N/A | 87 | N/A | N/A | N/A | N/A | N/A |
| KCKCC Credit Hours by Location | | | | | | | | |
| CAMPUS | 10.03.2022 | 10.02.2023 | 10.07.2024 | 22-24 | 22-24 | 23-24 | 23-24 | Fall 2024 |
| | Fall 2022 | Fall 2023 | Fall 2024 | Diff - # | Diff - % | Diff - # | Diff - % | % |
| AMZN | - | - | - | - | - | - | - | - |
| BL | - | - | - | - | - | - | - | 0.00% |
| DWNTN | - | - | - | - | - | - | - | 0.00% |
| FRSC | 326 | 318 | 282 | -44 | -13.50% | -36 | -11.32% | 0.62% |
| HS | 4,622 | 5,220 | 5,544 | 922 | 19.95% | 324 | 6.21% | 12.14% |
| LCF | 242 | 209 | 118 | -124 | -51.24% | -91 | -43.54% | 0.26% |
| MC | 13,471 | 14,014 | 13,290 | -181 | -1.34% | -724 | -5.17% | 29.11% |
| OC | 891 | 537 | 546 | -345 | -38.72% | 9 | 1.68% | 1.20% |
| OL | 12,264 | 12,225 | 14,567 | 2,303 | 18.78% | 2,342 | 19.16% | 31.90% |
| PION | 1,777 | 1,925 | 1,369 | -408 | -22.96% | -566 | -28.88% | 3.00% |
| TEC | 8,884 | 8,911 | 8,985 | 101 | 1.14% | 74 | 0.83% | 19.68% |
| USDB | 378 | 397 | 273 | -105 | -27.78% | -124 | -31.23% | 0.60% |
| VRT | 813 | 524 | 685 | -128 | -15.74% | 161 | 30.73% | 1.50% |
| Total | 43,668 | 44,280 | 45,659 | 1,991 | 4.56% | 1,379 | 3.11% | |

Dean of Student Services

Submitted by Dr. Shawn Derritt, Dean of Student Services

Selected Activities, Programs, and Updates

- September 16 - Dr. Derritt assisted with the interview process for the Executive Administrative Assistant for the office of the Vice President of Educational Innovation and Global Planning.
- September 16 - Dr. Derritt attended the Title III Steering meeting.
- September 19 - Dr. Derritt attended “The 4 Disciplines of Execution” (4DX) Supervisor Training.
- September 19 - Dr. Derritt was interviewed as a recipient for the USD 500 Reason to Believe award.
- September 28 - Dr. Derritt attended the Title III Steering Committee meeting with the external evaluator.

Student Accessibility and Support Services (SASS)

Submitted by Department Faculty

Selected Activities, Programs, and Updates

- 9/11 - SASS faculty gave a Learning Styles presentation to Professor Williams Honors Tutorial class. Eleven students were in the class.
- 9/17 - SASS faculty hosted an AHEAD webinar for the Blind and Low Vision Knowledge and Practice Group. The webinar covered the creation of accessible math content.
- 9/26 - SASS faculty presented a Test-Taking and Test Anxiety Workshop with Linda Warner from the Counseling and Advocacy Center. The workshop was open to all students.

September 2024 Student Accommodations

| DISABILITY | September 2024 | September 2023 | CHANGE | PERCENT OF CHANGE |
|----------------------------|----------------|----------------|--------|-------------------|
| Autism | 12 | 15 | -3 | -20.0% |
| Attention Deficit Disorder | 34 | 21 | 13 | 61.9% |
| Blind/Visional Impairment | 6 | 6 | 0 | 0.0% |
| Deaf/Hard of Hearing | 3 | 4 | -1 | -25.0% |
| Head Injury | 0 | 2 | -2 | -100.0% |
| Intellectual Disability | 3 | 8 | -5 | -62.5% |
| Learning Disability | 54 | 63 | -9 | -14.3% |
| Medical | 7 | 9 | -2 | -22.2% |
| Physical | 0 | 1 | -1 | -100.0% |
| Psychiatric | 21 | 25 | -4 | -16.0% |
| Other Health Impaired | 10 | 5 | 5 | 100.0% |
| Total | 150 | 159 | -9 | -5.7% |

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

Upcoming Activities and Programs

- 10/1 – SASS faculty will host a tour at the Technical Education Center for a group from Kansas State School of the Deaf and Blind.
- 10/2 - SASS faculty will present an accommodation in the classroom to the Blue Devil Academy.
- 10/10 - SASS faculty will participate in a panel discussion with other Kansas colleges on the transition process from high school to college for the Lawrence and Free State School Districts.
- 10/25 - SASS faculty will attend the Kansas Association of Higher Education Association of Disability Fall 2024.

Student Health Center

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

Selected Activities, Programs, and Updates

- On September 26, 2024- The Student Health Center hosted a Know Your Health Status HIV/STD testing event in partnership with Vivent Health.
 - o Three students/employees participated in the testing event.

Upcoming Events for Student Health Services

- o Know Your Health Status HIV/STD testing on October 9 and October 31, 2024.
- o Community Blood Drive on October 9, 2024, 09:00 am - 02:00 pm during the Health Fair.

- o KCKCC Health Fair- **Theme:** Falling into Better Health, Community Fair, Wellness Expo on October 9, 2024.

| Services | Sept 2023 | 2024 |
|--|-----------|------------|
| [October] Report | | |
| Blood Pressure Check | 8 | 1 |
| Client Communication by Phone or Email | 1 | 11 |
| Contact Tracing for COVID-19 | 1 | 5 |
| COVID Test Kits Provided | * | 3 |
| Emergency on Campus | 0 | 0 |
| HCG Test provided | * | 3 |
| Housing Immunization Review | * | 0 |
| OTC Medication Provided | 1 | 47 |
| TST – Tuberculin Skin Test POSITIVE | * | 1 |
| QFT- QuantiFERON POSITIVE | * | 2 |
| QFT- QuantiFERON Blood Draw | * | 12 |
| TB Questionnaire Screening | 0 | 9 |
| TB Services- Other | * | 1 |
| TB Skin Test | 13 | 39 |
| TB Skin Test Read | 39 | 34 |
| Visit by Virtual or In-office | 13 | 16 |
| Grand Total | 76 | 184 |
| * = Limited Information from previous year | | |

Admissions and Recruitment

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

Selected Activities, Programs, and Updates

- In September 2024, the Office of Admissions and Recruitment conducted 15 individual tours, six group tours, attended one training event, and participated in 35 community events.

- As of September 30, 2024, KCKCC achieved a remarkable milestone by processing 5,528 applications for Fall 2024, surpassing last year's Fall 2023 total of 4,819 applications. This represents a 14.71% increase in applications from year to year, demonstrating our continued growth and appeal.
- The Spring 2025 KCKCC application is now open.
- To date we have processed 745 Spring 2025 applications.
- The Director of Admissions and Recruitment, Teresa Hill-Collier, will participate in the Ujima National Association of Student Personnel Administrators (NASPA) Leadership in Atlanta during the first week in October 2024. The selection process for this group is quite selective, thoughtfully designed to identify individuals whose qualifications and potential align closely with the goals of the program. This three-day, cohort-based institute offers an intensive, challenging, and collegial learning environment for student affairs professionals as they develop culturally relevant leadership skills that leverage their unique ethnic heritages and histories and prepare to lead increasingly diverse institutions.

Upcoming Activities and Programs

- October 2: The Admissions and Recruitment Office will host the TRIO (three programs consisting of Upward Bound, Talent Search and Student Support Services) Opportunity Center of Leavenworth and Franklin counties on campus for a TEC and Main Campus tour.
- October 8: The Office of Admissions and Recruitment will participate in the USD 500 Kansas Association of Collegiate Registrars and Admissions Offices (KACRAO) College Fair.
- October 16: The Office of Admissions and Recruitment will table at the Lawson High School Career and Military Fair.
- October 28: The Office of Admissions and Recruitment will participate in the Anderson County College and Career Fair.
- October 28: The Office of Admissions and Recruitment will participate in the KC Scholars College fair.

Athletics

Submitted by Greg McVey, Director of Athletics

Selected Activities, Programs, and Updates



- The Women's Soccer Team is having an incredible season and are currently 11-0-3 on the season, currently in 1st place in the tough Kansas Jayhawk Community College Conference (KJCCC) and ranked #7 in the latest National Junior College Athletic Association (NJCAA) Division I Soccer Poll. The team has seen contributions from several players most notably **Sierra Montez (Kansas City, KS)** leads the team with 13 goals scored, **Kiara Carr (Kansas City, MO)** and **Cora Ellerman (Magdeburg, Germany)** who have scored 11 and seven goals respectively. Ellerman also leads the team with 10 assists so far this season. Goalkeeper **Maria Heuman (Green Ridge, MO)** has been stellar in goal, only allowing six goals and recording 43 saves thus far this season. The team has a legitimate chance to make the NJCAA D1 Women's Soccer Championships in Wichita, Kansas in early November. Head Coach Shawn Uhlenhake has done a wonderful job leading the team this season.



- The Men's Soccer Team is also having a solid season compiling a 4-2-4 overall record which puts them in 3rd place in the very competitive KJCCC. At one point during September the team was mentioned in the Receiving Votes section of the NJCAA D1 Men's Soccer Poll. Like the women's team, several players have contributed to success including **David Mayamona (Manchester, England)** who has scored six goals and **Pierre-Jean Dannenmuller (Pau, France)** has given up nine goals and compiled 28 saves on the season. Additionally, **Payson Hoffstatter (Olathe, KS)** leads the team with four assists this season.



- The Volleyball team is also having a great start to the season compiling an impressive 16-5 overall record and a 6-1 mark in the KJCCC. The team is currently ranked #17 in the latest NJCAA D2 Women's Volleyball Poll joining Cowley College (#1) and Johnson County (#2) as the 3rd team ranked from the KJCCC. **Mercedes Brown (Clinton, MO)** leads the team with 230 Kills on the season. **Alejandra Aponte (Morovis, PR)** leads the team with 306 Digs this season. **Veronica Rolando (Venice, Italy)** leads the team with 427 Assists and has also recorded 74 Service Aces on the season. The team has several matches left this season and is on track to make a significant run in the KJCCC and NJCAA playoffs.

Upcoming Activities and Programs

- All game times, previews, roster, and recaps are always available at Kansas City Kansas Community College Athletics at bluedevils.kckcc.edu.

Counseling & Advocacy

Submitted by Linda Warner, LCPC, Director

Selected Activities, Programs, and Updates

- Hosted two sessions of Locker.Room.Talk¿Says.Who?a Title IX Preventative Education Program to 184 students. Video presentation by Alexis Jones, Discussion facilitated by Jennifer Gieschen, Women & Gender Advocacy, Sarah Noble from the Rape, Abuse, Incest National Network (RAINN), Emily Voss, and Maddie Dumbell, both from the Metropolitan Organization to Counter Sexual Assault (MOCOSA). Co-hosts included Student Housing, Student Engagement, and Center for Equity, Inclusion, and Multi-Cultural Engagement (CEIM).
- Presented Ask Listen Refer **Suicide Prevention Awareness** information to 141 students and employees for National Suicide Prevention Week, September 8 to 14, through a tabling event and classroom presentations.
- Presented a **Test Anxiety Workshop** with Student Accessibility and Support Services on September 26 to seven people.
- The primary reasons for students seeking counseling in September were depression, stress and academic concerns.

September Counseling and Advocacy Utilization

| Client Contact | 2022 | 2023 | 2024 |
|---------------------------------|------|------|------|
| Individual Sessions | 46 | 46 | 46 |
| Intakes | 14 | 14 | 13 |
| Total # of Appointments | 76 | 67 | 75 |
| Total # of Students Seen | 38 | 35 | 37 |

Enrollment Management Information Systems

Submitted by Sam Landau, Enrollment Management Information Systems Coordinator

Selected Activities, Programs, and Updates

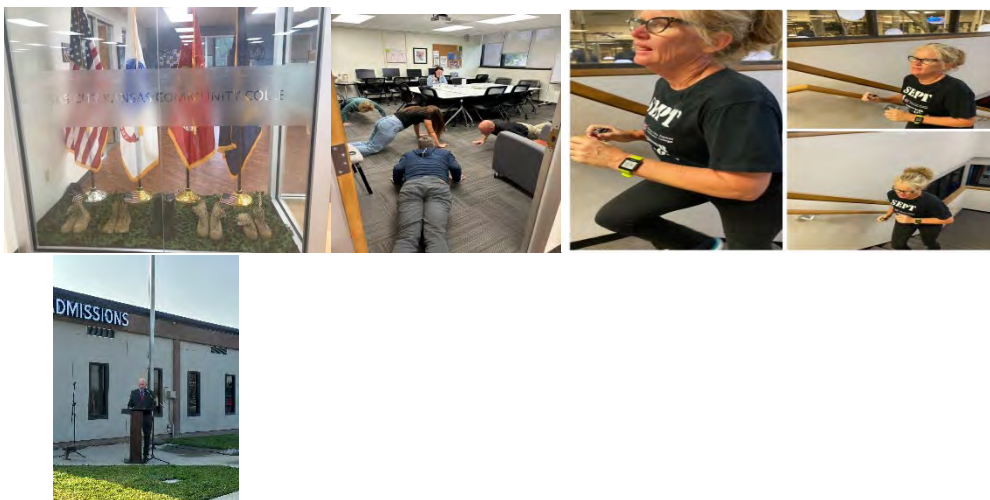
- BlueConnect: The implementation phase of BlueConnect is now completed. The new Director of Student Engagement, Sarah Bowman, has been working closely to catch up with all the nuances of this system. Marketing has also been added to the event approval process to ensure flyers and other referenced materials are in alignment with college marketing practices.
- Continuing Education application for admission: A new application for CEB students is in developmental stages. This process is dedicated to equitable access to KCKCC benefits for all students, including but not limited to, a Microsoft account and Student ID's. Additionally, the goal is to have the CEB students move to an academic student with increased ease.

Military and Veteran Center

Submitted by Wade Abel, Director

Selected Activities, Programs, and Updates

- The Military and Veterans Center continues to assist and certify students using Veterans Affairs (VA) Educational Benefits. Many of the students recently applied for and now have their benefits. Currently, we have 121 students using VA benefits to help pay for classes.
- The Military and Veterans Center supported several KCKCC and community events in September to include the 9/11 Remembrance Ceremony, 9/11 Challenge, and the Veteran Suicide Awareness Push-Up Challenge.



Upcoming Activities and Programs

- There are currently no events scheduled for October.

August Military and Veterans Center Visitors

| Reason for Visit | Sept 2022 | Sept 2023 | Sept 2024 |
|---------------------------------|------------|------------|------------|
| Study | 57 | 31 | 35 |
| Computer Use | 5 | 2 | 1 |
| Benefits Question | 9 | 18 | 14 |
| Enroll & Application Questions | 1 | 3 | 6 |
| Socialize | 62 | 47 | 36 |
| Veterans Service Representative | | | 14 |
| Total | 134 | 101 | 106 |

Registration and Records

Submitted by Theresa Holliday, Registrar

Our processes of ensuring that students are in the correct academic program have led to fewer schedule adjustments, major changes, withdrawals and other actions to student records. While the numbers are trending downward, this is a good sign.

| | September 2024 | September 2023 | % Difference | |
|---|----------------|----------------|--------------|--------------|
| Enrollment verifications | 56 | 53 | +5.6 | |
| Student Contact Information updates | 72 | 158 | -54.4 | |
| Major or catalog changes | 105 | 385 | -72.7 | |
| Residency Correspondence | 9 | 11 | -18 | |
| Student withdrawals | 124 | 161 | -22.3 | |
| Instructor Withdrawals | 51 | 77 | -33.7 | |
| Student Reinstatements | 40 | 13 | +207.7 | |
| Student Schedule changes | 72 | 8 | +800 | |
| Transfer credit evaluations | 50 | 3 | +1566.6 | |
| Grade Changes | 3 | 23 | -87 | |
| Program substitutions, deviations or waivers | 1 | 6 | -83 | |
| Experiential learning credits/Advanced Standing | 1 | 0 | N/A | |
| Incoming transcripts | 239 | 421 | -43.2 | |
| Outgoing transcripts | 467 | 795 | -41.25 | |
| Unofficial Transcripts | 7 | 15 | -53 | |
| | | | | |
| Transcript withholding | July | August | September | % Difference |
| Notification of hold with options | 25 | 14 | 6 | -57.1 |
| Redacted transcripts processed with no payment plan set | 11 | 6 | 6 | 0 |
| Full transcript processed due to payment plan set up, and first payment made. | 6 | 1 | 2 | +100 |

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 108 free coffee tickets to students in September.
- Since the start of the semester, 256 students have visited the Student Engagement Game Room.
- Student Engagement has been partnering with the Student Senate to promote civic engagement through voter registration tabling events on campus.
- The Basic Needs Center received a generous donation of \$20,000 from a donor who strongly supports the work and mission of the Basic Needs Center.
- Staff are working on planning multiple events, including Winter Wonderland, which takes place the last week of December before the college closes for winter break.
- Blue Devils' Cupboard served 178 households in the month of September. This includes 492 adults, 115 children, and 23 people 65+, for a grand total of 630 individuals served.
- For the month of September, Fringe Benefits of Education (FBOE) had a slate of student-led events every Thursday, with an average attendance of 35 students each week.
 - On September 5, FBOE Alum Eden Barnes spoke on behalf of the KC Beacon Newspaper, regarding mental health in the community.
 - On September 12, FBOE had a new student present his story about growing up in Kenya and immigrating to the United States.
 - On September 19, another FBOE Alum followed up on the discussion at the beginning of the month, mostly focusing on family mental health.
 - On September 26, FBOE members collectively discussed the implications of social media in the modern world.

Student Financial Aid

Submitted by Tammy Reece, Director

Selected Activities, Programs and Updates

- The KCKCC Financial Aid Office is currently working with community partners in support of Free Application for Federal Student Aid (FAFSA) completion for the 2024-2025 and for the 2025 - 2026 academic year. The FAFSA is open for the 2024-2025 academic year and is expected to open to the public at large for the 2025-2026 academic year on December 1, 2024.
- The Fiscal Operations Report and Application to Participate (FISAP) was recently submitted to the United States Department of Education. The FISAP is an annual report used by schools to apply for Campus-Based Program funding for the upcoming award year and to report

Campus-Based Program expenditures for the previous award year. The most recent FISAP report was submitted on September 27, 2024.

- The last reset (Covid era) planned by federal loan servicers, for student borrowers who have entered repayment since October 1, 2023, will take place on October 31, 2024. Student Connections continues to contact our KCKCC student borrowers who are delinquent or who have questions. We continue to look for areas where we can support our student borrowers and how we can minimize our future KCKCC default rate.

Financial Aid Applications Received as of October 4, 2024

| Academic Year | Total Number of Records | Records Received in September |
|---------------|-------------------------|-------------------------------|
| 2024-2025 | 7165 | 380 |
| 2023-2024 | 6975 | 362 |
| 2022-2023 | 6877 | 308 |

Financial Aid Disbursed to Student Accounts as of October 4, 2024

| Academic Year | FALL | SPRING | SUMMER | TOTAL |
|---------------|-------------|-------------|-----------|--------------|
| 2024-2025 | \$4,747,467 | | | \$4,747,467 |
| 2023-2024 | \$5,254,355 | \$4,430,815 | \$760,196 | \$10,445,366 |
| 2022-2023 | \$4,975,571 | \$4,268,818 | \$652,150 | \$9,896,539 |

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

Student Housing

Submitted by Nicole Wilburn, Director

Selected Activities, Programs, and Updates

- In September, the Resident Assistants (Ras) began holding Success Chats with their residents. These are intentional conversations to help the RAs get to know their residents better and a chance for the RAs to direct their residents to any needed resources.
- On Tuesday, September 24th, Student Housing hosted their annual Karaoke party in the Game Room of Centennial Hall. More than fifty students participated.
- On Thursday, September 26th, Student Housing partnered with the Counseling and Advocacy Center to host a presentation and discussion about consent. More than 100 students participated.
- Student Housing partnered with Campus Police to hold a practice fire drill in Centennial Hall on Monday, September 23rd, this a great way to prepare for a future emergency.
- Nicole Wilburn, Director of Student Housing, was invited to present on budgeting for Student Housing to about fifty high school students participating in the Chandler-Turner Scholarship

program. The students were really impressed with the affordability of Student Housing at KCKCC compared to other schools in the Kansas and Missouri area.

- Nicole met with colleagues from various departments (Theatre, Music, Art, Athletics, etc.) to discuss the possibility of hosting overnight camps and conferences in Centennial Hall during the summer to engage the community and generate additional revenue for the College.

Upcoming Activities and Programs

- October 24: Trick or Treat in Centennial Hall
- November 1: Spring 2025 Student Housing contract goes live

Student Success and Retention (SSC)

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

Selected Activities, Programs, and Updates

- September 6: The SSC hosted KC Scholars (KCS) Leadership to discuss partnership objectives and the Kansas City KCS peer mentoring program.
- September 19: Career Services hosted the TEC Career Fair. We had more than 80 employers participate, and a record 381 students attend. There was a significant increase in student traffic. Last year's TEC Career Fair had 255 students participate. Career Services staff worked very intentionally, going into TEC classrooms to prep students and offered them color-coded employer lists based on their programs. Employers offered extremely positive feedback.
- September 25: Career Services Interview Prep Workshop Series.

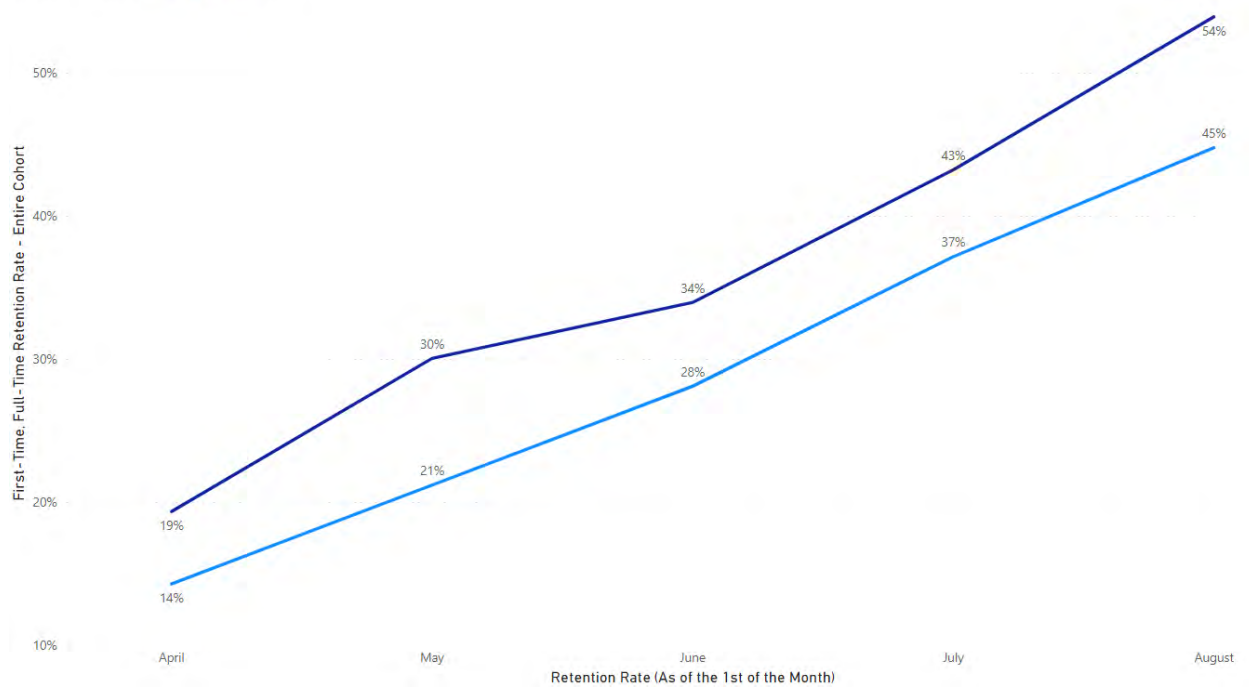




- As of August 31, 54% of the Fall 2023 first-time, full-time students have enrolled for the Fall 2024 semester. 45% of the Fall 2022 first-time, full-time were enrolled for the Fall 2023 semester as of June 30, 2023.
- In September 2024, the Student Success Center continued to see a significant increase in student traffic. There were 387 in-person advising appointments in September, which is a 40% increase compared to September 2023 (275).
- In September 2024, Student Success Advisors completed 102 virtual advising appointments, which was a 38% increase from September 2023 (74 Tests).
- In September 2024, 555 Placement Tests were facilitated by the Placement Testing Center, which was a 400% increase compared to September 2023 (111).

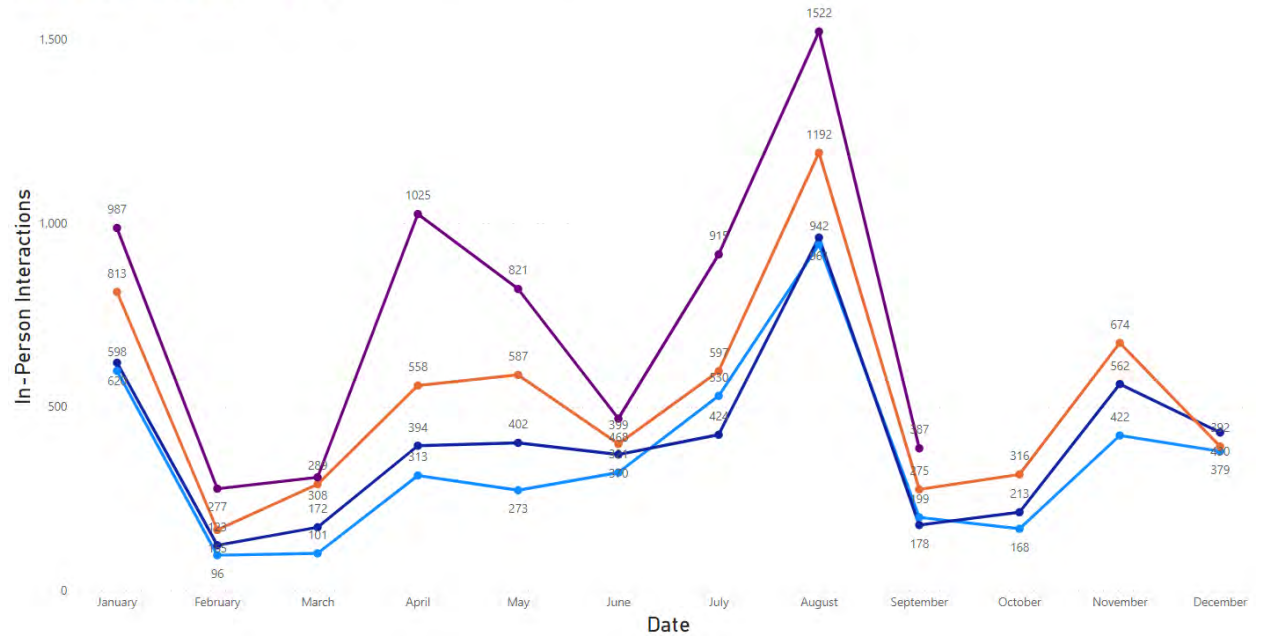
Fall to Fall, First-Time/Full-Time Retention Tracking - Entire Cohort

All Students - Cohort Year ● 2022 ● 2023



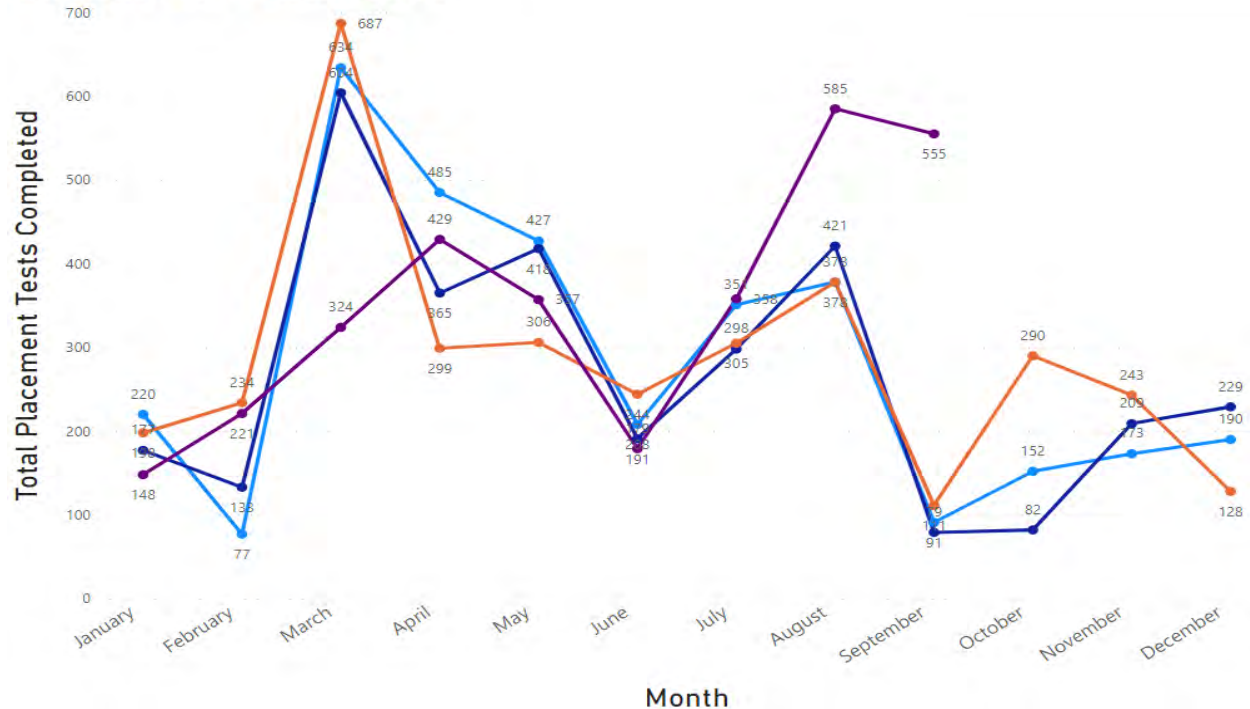
In-Person Advising Interactions (Student Success Center)

Year ● 2021 ● 2022 ● 2023 ● 2024



Total Placement Tests Completed by Month and Year

Year ● 2021 ● 2022 ● 2023 ● 2024



Upcoming Activities and Programs

- October 23: Fall Transfer Fair
- October 30: KU/KCKCC Partnership Celebration

Student Support for Program Success

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

Selected Activities, Programs, and Updates

- The Title III team is growing! We welcome Thian Uk to KCKCC as the new Title III Website/Technology Developer.
- Data collection is underway as we come to the end of Year 2 of the grant as of September 30th, 2024. Year 3 begins on October 1st, 2024, and we have a fresh start with new ideas of innovation and collaboration regarding Guided Pathways and Developmental Education Redesign.

Upcoming Activities and Programs

- The team is brainstorming for a Student Success Workshop for fall 2024.

Upward Bound Academy (UBA)

Submitted by Veronica Knight, Director of Upward Bound Academy

Selected Activities, Programs, and Updates

- UBA staff attended the Council on Education Annual conference in New York City September 7-11. The theme was Celebrating 60 years of TRIO Excellence. We networked and gathered programming ideas and effective practices from colleagues near and far.
- Our first Saturday session of the year was held September 21, where we provided an orientation to support (28) students as they start the academic year. We welcomed four new students to the program this academic year. Provided lunch for students and parents to recognize and commemorate Hispanic Heritage Month. Conducted parent meeting with those traveling to Washington, D.C. to review details of the excursion.
- Juniors and seniors will participate in an ACT bootcamp to prepare for testing in October.
- Students attended a cultural excursion on Saturday, September 21, to see the play “Seven Guitars” by August Wilson at the Melting Pot Theater.
- Staff conducted 14 visits at two partner high schools, advising 49 students and conducting meetings with career and college counselors and school administrators to discuss student progress and recruitment needs.
- Staff attended University of Kansas U-Champ orientation session for highly motivated students who want to make a difference in their community through a health care profession.

Upcoming Activities and Programs

- Twelve Upward Bound Academy UBA Student Scholars and staff will visit the nation’s capital, Washington D.C., October 24-28 for academic enrichment. Plans are underway to meet with Kansas legislators and to lay a wreath at the tomb of the Unknown Soldier.
- Students will attend the Kansas Repertory Theater Copaken Stage for Lady Day, performance by Angela Wildflower Polk, F.L. Schlagle Alum.
- Saturday Session will be held October 19 at KCKCC.

BOARD OF TRUSTEES REPORT
FINANCE, HUMAN RESOURCES, INFORMATION SERVICES,
FACILITY SERVICES, COLLEGE POLICE & WELLNESS
CENTER
PATRICK SCHULTE, VICE PRESIDENT OF FINANCE & OPERATIONS
OCTOBER 2024 REPORT

EXECUTIVE SUMMARY

- **Business Office.**
 - FY24 Audit. The auditor is finalizing the audit for last fiscal year, FY24. This will be presented at the November Finance Committee and Board Meeting.
- **Human Resources.**
 - Finance and Human Resources again partnered with Bukaty Companies, the college's health care broker, to evaluate options for competitively bid health and dental benefits.
- **Information Services.**
 - Installation of Domain Name System security software is in process for all KCKCC computers.
 - The wireless project with Logicalis is complete. The next phase of the project kicked off on September 4th, 2024, to secure the wired network with the same certificate-based protection.
- **Facility Services.**
 - Custodial and Maintenance teams assisted with 48 event set ups and teardowns. Notable events include Franklin Covey's "The 4 Disciplines of Execution" (4DX) Training, Back-to-School Bash, and MU Omega Sorority gatherings.
 - KC Air completed quarterly air filter replacement for all air handler units at Main Campus.
- **Campus Police.**
 - Annual Clery Report was completed and distributed on October 1st, 2024.
 - Conducted Fire Drill at Centennial Hall on September 30th, 2024. No concerns were reported.
- **Wellness Center.**
 - Fall semester Goal Getters Program is in full swing with nine (9) participants.
 - Fall incentive program, Walk Across Kansas (WAK), began on September 30th, 2024, with a total of 72 participants over 18 teams of four (4).

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

Business Office.

- All audit documentation has been submitted to Novak Birks – the college does not have any outstanding tasks. Audit results will be presented at the November Board of Trustees meeting.
- Our regular distribution of \$3.7 million was received from the Unified Government of Wyandotte County in September.

Budget.

- The FY25 Budget was filed with the County Clerk completing the formal process for the annual budget approval.

Purchasing & Grants.

- The total budget for equipment is \$180,400 - the deadline for equipment purchases is December 1st, 2024.

Auxiliary

Bookstore.

- Customer Count: 8,426, up 8.5% vs. 2023.
- Sales: \$72,482.27 up 35% vs. 2023.
 - Increased student presence due to free coffee tickets to students via Student Engagement.
 - Clearance dress shirts and polos were donated to the Enactus Career Closet for student use.

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

Talent Acquisition.

- The Human Resources Talent Acquisition Team participated in the Kansas City Kansas Community College Fall Career Fair at the Technical Education Center (TEC) on September 19th, 2024. This event was open to students, alumni, and the public.



Training and Development.

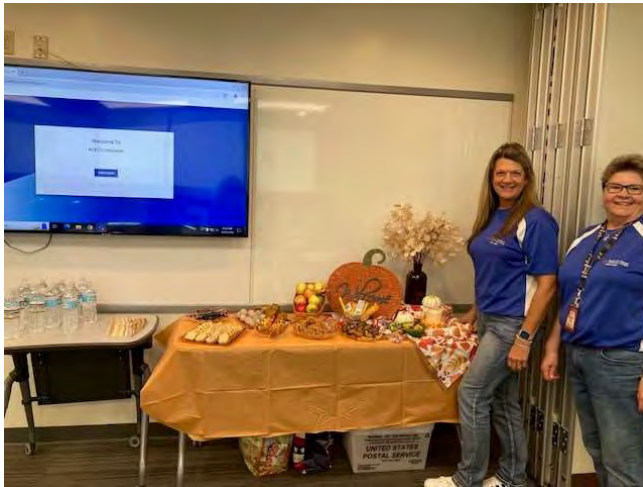
- The Human Resources team attended this year's College and University Professional Association for Human Resources (CUPA-HR) Conference: Interstate Innovation, held September 11th, 2024, through September 13th, 2024. This event supported connection with fellow Human Resources professionals in higher education and provided insight from leading experts on the latest Human Resources trends and best practices tailored to our field. Inspired by the theme, "Interstate Innovation," we discovered new ways to drive positive change and innovation within our institution.



- Annual compliance training was launched on August 13th, 2024. All employees are required to complete the following five (5) trainings by October 31st, 2024:
 - Active Shooter: Surviving an Attack
 - Clery Act Compliance
 - Equal Employment Opportunity (EEO): Harassment, Discrimination, Retaliation (or Refresher)
 - FERPA Compliance: Family Education Rights and Privacy Act (or Refresher)
 - Title IX Compliance: Federally Funded Education Programs and Activities (or Refresher)
- The Human Resources team attended various sessions, including "Optimizing Candidate Experience," "Global Trends in Workforce Augmentation," "Empowering HR Professionals: Leveraging AI for Professional Development," "The Art of Coaching Effective Teams," and "Employee Engagement." We

will incorporate some of the learned strategies into our recruitment and retention efforts going forward.

- Kim Lutgen and Joy Cicero from Kansas City Kansas Community College's Print Shop conducted a hybrid presentation about the functions of the Print Shop as part of our monthly professional development series in September. Twenty-one (21) participants attended.



- *Adapting to Change* will be offered in October. Attendance will be reported in the next Board report.
- *Time Management* was conducted in September. One (1) participant attended.

**PROFESSIONAL DEVELOPMENT EVENT
FOR STAFF AND FACULTY**

Adapting to Change
Presented by Sheila Joseph

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

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

Main Campus
Thursday, October 10, 2024, 2:30-4:00pm

Virtual
A working camera and microphone are required for the virtual session.
Friday, October 11, 2024, 10:00-11:30am

Please contact sjoseph@kckcc.edu to register for this event, and indicate which session you wish to attend.

**PROFESSIONAL DEVELOPMENT EVENT
FOR STAFF AND FACULTY**

TIME MANAGEMENT
Presented by Sheila Joseph

The Learning Objectives for this session include:
① Setting priorities ② Avoiding distractions ③ Preventing procrastination ④ Using technology

Main Campus
Thursday, September 5, 2024
2:30-4:00pm

Virtual
Friday, September 6, 2024
10:00-11:30am

Contact sjoseph@kckcc.edu to register for this event.

PROFESSIONAL DEVELOPMENT EVENT FOR STAFF AND FACULTY

Customer Service and Multilingual Students:
Effective Interaction with Non-Native English Speakers

Presented by Michelle Overholt and Dan Fitzgerald

In this session, participants will learn and practice strategies to communicate more effectively with people who have limited English proficiency.

Friday, October 4, 2024
11:00am-12:00pm
Main Campus



Kalamazoo College
Contact gioseph@kccco.edu to register for this event.

PROFESSIONAL DEVELOPMENT EVENT FOR STAFF AND FACULTY

Military and Veterans Center: Welcome to the Green Zone How Do We Best Support Our Military Affiliated Students?

Presented by Laena Loucks and Wade Abel

This session will focus on the role and purpose of the Military and Veterans Center at KCKCC and developing an understanding of our military affiliated students and how best to support them.

*Wednesday
November 13, 2024
3:00-4:00pm
in person*

A bronze statue of a soldier in a helmet, holding an American flag, set against a blue sky. The statue is part of a larger monument, likely the Vietnam Veterans Memorial in Washington, D.C.

 Kansas City Kansas
Community College

Contact sjoseph@kckcc.edu to register for this event.

- Assistant Professors of English as a Second Language (ESOL), Michele Overholt and Dan Fitzgerald, will offer *Customer Service and Multilingual Students: Tips on Effective Interaction with Non-Native English Speakers* in October. Attendance will be reported in the next Board report.
- Wade Abel, Director of Military and Veterans Center and Laena Loucks, Administrative Assistant for Military and Veterans Center will present *Military and Veterans Center: Welcome to the Green Zone - How Do We Best Support Our Military Affiliated Students?* in November.
- New Supervisor Training is being planned for early November. All new supervisors are required to attend, and all supervisors will be invited to attend if they want refreshers on the topics offered. The agenda is as follows:

| Wednesday, November 6, 2024 – 8:00am-12:00pm | |
|--|--|
| 8:00am-8:05am | Welcome and Introductions <i>Lorraine Mixon-Page, Chief Human Resources Officer</i> |
| 8:05am-9:00am | Understanding and Managing Time and Leave <i>Angie Masloski, Payroll Coordinator</i> |
| 9:15am-10:15am | Inclusive Leadership <i>Dr. Reem Rasheed, Coordinator, Center for Equity, Inclusion, & Multicultural Engagement</i> |
| 10:30am-12:00pm | FMLA, ADA, and Worker’s Compensation <i>Sherita Miller-Williams, Benefits Coordinator I</i> |
| Thursday, November 7, 2024 – 8:30am-12:00pm | |
| 8:30am-10:30am | The Hiring Process <i>Victoria Anderson, Talent Acquisition and Employment Coordinator I</i> <i>Yoel Tekle, Talent Acquisition and Employment Coordinator I</i> |
| 10:45am-12:00pm | Workplace Communication: Giving Constructive Feedback <i>Sheila Joseph, Talent Development Manager</i> |
| Friday, November 8, 2024 – 8:30am-12:00pm | |
| 8:30am-10:15am | Performance Evaluations <i>Sam DeLeon, Director of Employee Relations, Title IX Coordinator</i> |
| 10:30am-12:00pm | The Disciplinary Process <i>Sam DeLeon, Director of Employee Relations, Title IX Coordinator</i> |

Employment.

- Human Resources currently has forty-nine (49) positions open and posted.
 - Five (5) full-time faculty
 - Eleven (11) full-time staff
 - Fifteen (15) part-time staff
 - Eighteen (18) adjunct faculty
- We are pleased to announce the addition of Kariesha Kidd, Administrative Assistant I, to the HR Team. Kariesha's role will be crucial to ensure professional customer service and administrative support to all Human Resources functional areas within the college and community.

Benefits.

- Preparation has begun to hold Biometric Screenings and Flu Shot Clinics for employees with Blue Cross Blue Shield Benefits. This event will feature benefit vendors, incentives, and additional advantages for those who attend this health initiative.
- Forty-Four (44) employees were notified via mail and email regarding their credible prescription coverage under Medicare Part D, applicable to those who may be enrolled in the Kansas City Kansas Community College Blue Cross and Blue Shield medical plan.
- Finance and Human Resources again partnered with Bukaty Companies, the college's health care broker, to evaluate options for competitively bid health and dental benefits. The benefit recommendations for 2025 are as follows:

Health Insurance:

- The current health insurance provider, Blue Cross Blue Shield of Kansas City (BCBS) provided a competitive renewal quote. Bukaty secured a 12% renewal rate cap for the 2025 Renewal but was able to successfully negotiate with BCBS to bring the renewal down to 7.9% increase over the current rates.
- Remaining with Blue Cross Blue Shield of Kansas City will minimize disruption to the current covered members and allow for the College to continue to educate faculty and staff regarding the lower cost options available thru the BCBS Spira Care plan which functions as a hybrid between a PPO and High Deductible plan. We have more work to do to maximize the savings offered through this plan with increased employee participation.
- Bukaty also received a rate quote from United Health Care. United Health Care proposed a 2.29% reduction in our current rates, but we were unable to secure a Rate Cap renewal quote. That could potentially result in a 20% or greater increase next year, without a lower guarantee to protect the College.

For the 2025 plan year, Blue Cross Blue Shield of Kansas City is the recommended health insurance provider.

Dental Insurance:

- In 2024, the College switched from Aetna to Delta Dental and benefited from a 14.32% reduction in dental premiums. For the 2025 renewal, Delta Dental proposed a 6% rate increase. Even with the rate increase, the premium to the College's employees will still be less than it was under the previous dental provider.

For the 2025 plan year, Delta Dental is the recommended dental insurance provider.

Cost Share: Employees & Employer:

- For both health and dental insurance, we are recommending that the employee and employer cost share remain the same for 2025. Please refer to the attached documents for specifics. We are pleased to continue to be able to offer employees access to affordable health care services, with a continuity in service providers.

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

- Equity and Inclusion Council.
 - Continuing to update the council's operations to boost engagement and collaboration.
 - Updating the council charter and bylaws
 - Revised the council's membership and attendance requirements
 - Seeking council representatives from students, the community, Pioneer Career Center (PCC), Technical Education Center (TEC) and the Foundation to fill current vacancies
- Working with International and Immigrant Student Services and other offices to plan for college wide events for International Education Week in November.
- The Student Organization of Latinx Club (SOL) to host a fiesta on October 2nd, 2024, in celebration of Hispanic Heritage Month. The event featured games, delicious food, and live performances.
- Celebrating Hispanic Heritage Month and partnering with Student Housing to host an educational event on October 8th, 2024, featuring a screening of "Coco," followed by a discussion to deepen our students' appreciation of Hispanic culture.
- Facilitated training on Addressing Unconscious Bias for Learning Commons staff on September 26th, 2024.
- Collaborated with Women and Gender Advocacy, Athletics Department, Student Engagement, and Metropolitan Organization of Counter Sexual Assault (MOCSA) on holding two (2) sexual assault preventions sessions on September 25th and September 26th, 2024.
- In partnership with the Blue Devil Institute for Teaching and Learning, Dr. Reem Rasheed, Diversity, Equity, and Inclusion (DEI) Coordinator I, presented the Academic Symposium: Cultural Intelligence and Developing CQ Capabilities on October 1st, 2024.
- Facilitated Diversity, Equity, and Inclusion (DEI) session at New Employee Orientation on September 11th, 2024.



INFORMATION SERVICES - PETER GABRIEL, INTERIM CHIEF INFORMATION OFFICER

- **Academic Support.**

- Developed and delivered four (4) training sessions on Microsoft Bookings and Word.
- Assisted with Board Finance Committee Meeting documents.
- Assisted Psychology students in developing research forms.
- Attended and supported online Board of Trustees (BOT) Meetings.
- Presented in the New Employee Orientation event regarding Information Technology (IT) and Kansas City Kansas Community College's (KCKCC) Staff Senate.
- Assisted the Foundation staff in creating Microsoft Teams and storing documents for the Hall of Fame (HOF).
- Assisted in creating Chief Information Officer (CIO) interview forums.
- Assisted with Chat with the Prez.
- Maintained and updated the Kansas City Kansas Community College online directory.
- Worked with Admissions staff on developing an online high school enrollment form.

- **Computing Services.**

- 242 Helpdesk tickets were issued in September - 209 Helpdesk tickets were resolved.
- The average time spent on each Helpdesk ticket was 1.14 days.

- **Network Services.**

- Self-Service web application availability – 99%
- Student Recruiter web application – 99%
- Colleague User Interface (UI) availability – 98%
- 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.
- Upgraded computers to Windows 10 Version 22H2, currently at 90.3% completion.
- Monthly (or as needed) computer software updates: Google Chrome, Mozilla Firefox, Microsoft Edge.
- Domain Name System (DNS) security software is being installed on all Kansas City Kansas Community College's computers and is currently at 98.4% of completion.
- Continued deployment for Windows 11 to desktop computers, as soon as the wireless certificate project is complete, we will begin upgrading laptops.
- The wireless project with Logicalis is complete. The next phase of the project kicked off on September 4th, 2024, to secure the wired network with the same certificate-based protection. This process has been delayed by two (2) weeks due to vacations and Logicalis technician availability but will resume around mid-October.
- Created new "All Employees" and "All Students" email distribution groups.

- **Database Services.**

- **Academic Affairs**

- Defined course equivalencies for MUSC/MUSI. This ensures that the music students' degree audit report is aligned with their financial aid report and that their transcript

calculates/prints courses as intended.

- Financial Aid
 - The Financial Aid Package Creation (PKCR) issue has been resolved.
- Institutional Effectiveness
 - Continued to work with Institutional Effectiveness (IE) to set up the gainful employment report that needs to be sent to the National Student Clearinghouse (NSC). Next steps, IE will set up a meeting for further discussion with other departments including Financial Aid and the Registrations and Records.
- Registration and Records
 - Fixed Perceptive Content linking application for Ellucian Section Roster Inquiry (SRSI) screen.
 - Continue work on the Clearinghouse's Reverse Transfer program, which allows institutions to transfer course and grade information to the participating institutions securely.
- Student Success Center
 - Updated the general (GEN) advisor assignment scripts to add additional criteria required by the Student Success Center.

FACILITY SERVICES – LULIO MARIN ALFONSO, INTERIM FACILITY SERVICES DIRECTOR

- TK Elevator completed repairs of all deficiencies found during previous elevator inspections to meet Fire Department state requirements.
- Board of Public Utilities and Atmos Energy completed disconnection of services for the Wash Barn at TEC1 in preparation for demolition.
- Spartan Ram Jack completed concrete coring for helical piers and bearing plates installation to a depth of twelve feet to reach load bearing strata to stabilize and support the concrete foundation of the Athletics building.
- Rodina Company completed emergency repair of underground Humanities irrigation system.
- Helm Group removed and installed a new replacement condensing unit for Police Academy building after critical failure of the unit.
- KC Air completed quarterly air filter replacement for all air handler units at Main Campus.
- Grounds team completed concrete pads build and installation for Parade of Hearts (We Are Better Together, Charles Parker, and KC Wings) in coordination with Hoi-Services.
- Hall of Fame plaque was built by Facility Services for event as requested by Kansas City Kansas Community College Foundation.
- Weight Room addition update: Captive Air and C&C completed installation and integration of HVAC roof top unit. Moisture mitigation system to be installed before new floor system installation and Weight Room equipment.
- Grounds team installed new speed limit signs for one way road in front Jewell Building (10 MPH).
- Custodial and Maintenance teams assisted with 48 event set ups and teardowns. Notable events include 4DX Training, Back-to-School Bash, Vine Hill Church, and MU Omega Sorority gatherings.
- Cleaned Centennial Hall and Technical Education Center (TEC) exterior windows.
- Digital Anatomy and Physiology table request and delivery was completed for the Nursing Program.

UPCOMING GOALS FOR OCTOBER:

- Install new lab evidence door for Kansas Bureau of Investigation.
- Complete polyurethane foam injection and concrete leveling at Athletics Building.

- Complete pillar and parapet paint update around Little Leaders of KC.
- Complete women's soccer locker room remodel.
- Complete Wash Barn demo at Technical Education Center (TEC1) site.
- Complete flooring update request for the Art Gallery.
- Install new bed on dump truck.
- Ready Facility Services vehicles for snow removal.
- Edge mill, overlay and stripe motorcycle lot.
- Install fountains in ponds.

Repair and Replacement:

Digital anatomy and physiology table at Flint building:



Wash Barn Utility Services Disconnection for Demolition at TEC1:



Field House Pier Installation:



Parade of Hearts Installation:



COLLEGE POLICE – ROBERT PUTZKE, CHIEF OF COLLEGE POLICE

- New Officer Erik Heh attended the Kansas Law Enforcement Training Center in Hutchinson, KS June 17th through October 4th, 2024.
- Annual Clery Report disclosing Campus Security Policy and Campus Crime Statistics was completed and distributed via email on October 1st, 2024.
- Deputy Chief Jason Sievers conducted Civilian Response to Active Shooter training September 23rd, 2024, at Main Campus and September 25th, 2024, at our Technical Education Center (TEC). These classes are open to all KCKCC employees and students. Remaining trainings will be held on October 1st, 2024, at Pioneer Career Center (PCC) 9:00 am and 12:30 pm, October 8th, 2024, at Main Campus at 1:00 pm, and October 15th, 2024 at our Technical Education Center (TEC) at 1:00 pm.
- New hire, Nsinga Ibobo, started with the department September 23rd, 2024. We are awaiting a start date from the Kansas Law Enforcement Training Center for his training.
- Provided parking lot control for Harvesters at Technical Education Center (TEC) on September 27th, 2024. This was a larger event than usual. There was a former Chiefs player, current Chiefs cheerleaders, KC Wolf, Sporting KC mascot, and Chiefs Red Coaters in attendance.
- Conducted Fire Drill at Centennial Hall September 30th, 2024. No concerns reported.

Pictured: Officer Cara Bordewick and Officer Nsinga Ibobo with retired Kansas City Chiefs wide receiver, Tim Barnett.



Pictured: Chief Robert Putzke at CRASE Training during Welcome Back Week



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

- The Wellness and Fitness Center (WFC) kicked off the Fall semester with the Goal Getters Program starting on August 19th, 2024, and finishing December 9th, 2024. The Goal Getters Program is designed to motivate participants to set personal goals that will increase their cardiovascular fitness levels. There are currently nine (9) participants.
- The Wellness and Fitness Center (WFC) has started its Fall incentive program, Walk Across Kansas (WAK). It began on September 30th, 2024, and finishes on November 24th, 2024. There are 18 teams signed up with four (4) participants on each team - 72 participants total. The goal of the eight (8) week walking program is to improve the health and wellness of each participant by “walking” enough miles to travel across the state of Kansas. Each team member will complete at least two miles of walking, jogging, or running per day. This will equate to eight (8) miles per team each day, seven (7) days a week, for a total of 448 miles by the end of the program.

- Wellness Specialists Pam Hall and Debra Likins, and Rob Crane, Director of Wellness Center, participated in the 9/11 Challenge on September 11th, 2024, sponsored by the Kansas City Kansas Community College Veterans Center. The Wellness & Fitness Center (WFC) staff each completed 2,071 steps by utilizing the staircase in the Health Professions Building by going up and down the stairs 52 times!

Pictured: Wellness Specialists Pam Hall and Debra Likins completing the 9/11 Challenge



- The KC Blind All-Stars Foundation 5k Run was held on September 28th, 2024. Several of our Board of Trustees members, staff, faculty, and students were in attendance and participated.

Pictured: Board of Trustee, Brenda Scruggs Andrieu; Vice President of Finance and Operations, Patrick Schulte; Director of Wellness, Rob Crane; Board of Trustee, Donald Ash; and Dean of Health Professions, Tiffany Bohm.



Pictured: Dean of Health Professions, Tiffany Bohm and Board of Trustee, Donald Ash.



- Celebrated the Chiefs Red Wednesday home opener on September 4th, 2024, with several of our participants at the Wellness and Fitness Cener (WFC) with themed decor and snacks.

Pictured: Wellness Specialist, Pam Hall; Work Study student, Lian Lian; Wellness Specialist, Debra Likins; Community Member Terry McReynolds; and Executive Assistant for Vice President of Finance and Operations, Karen Callahan.



Kansas City Kansas Community College
Monthly Financial Summary

| Sep-24 | | | | |
|--------------------------------------|----------------|----------------|----------------|------------------------------|
| Summary: Net Position | Aug-24 | Sep-24 | Monthly Change | Comments |
| Total Assets | \$ 181,940,502 | \$ 177,680,423 | \$ (4,260,079) | |
| Total Liabilities | \$ 41,276,561 | \$ 41,252,483 | \$ (24,078) | |
| Increase /(Decrease) in Net Position | \$ 140,663,941 | \$ 136,427,940 | \$ (4,236,001) | H1: Comparison of Monthly NP |

| Summary: Revenue and Expenses | Aug-24 | Sep-24 | Monthly Change | Comments |
|-------------------------------|---------------|---------------|----------------|------------------------------------|
| YTD Total Revenues | \$ 15,380,826 | \$ 19,506,546 | \$ 4,125,720 | H2 |
| YTD Operating Expenses | \$ 11,234,390 | \$ 19,339,422 | \$ 8,105,032 | H3 |
| Monthly Change in Net Revenue | \$ 4,146,436 | \$ 167,124 | \$ (3,979,312) | |
| Current Month - Burn Rate | | \$ 2,448,706 | | Average monthly burn rate =\$ 7.3M |

| 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 September, net position was \$136,427,940 which was an decrease of \$4.2M over last month. This was a result of regular operations and processed audit entries. |
| H2 | The negative monthly change is reflective of the change in fiscal year. Revenue for the month included \$120K in fall tuition and fees, \$3.2M in County property taxes , \$448K in auxiliary from fall housing contracts and bookstore sales. |
| H3 | Expenditures for the month included a debt payment of \$165K and other normal operational expenses to get ready for the fall semester. Average burn rate was calculated based on operation expenses, removing reserves and the downtown project. |

| 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 SEPTEMBER 2024 | | | | | | | |
|---|--|----------------------------------|----------------------------|---------------------------------|----------------------------|---------------------------------|---------------------------------|
| | | BUDGET FISCAL YEAR FY 2025 | YTD ACTUAL 9/30/2024 | FORECAST FISCAL YEAR 2025 | YTD ACTUAL 9/30/2023 | VARIANCE ACTUAL TO BUDGET | YTD COMPARED TO TO BUDGET |
| Operating Revenues: | | | | | | | |
| Student Tuition and Fees | | \$ 10,837,608 | \$ 5,129,526 | \$ 10,837,608 | \$ 4,627,034 | \$ (5,708,082) | 47.33% |
| Tuition | | | \$ 3,740,343 | | \$ 3,323,619 | | |
| Student Fees | | | \$ 630,636 | | \$ 628,490 | | |
| Course Fees | | | \$ 758,547 | | \$ 674,925 | | |
| Federal Grants and Contracts | | \$ 3,946,923 | \$ 267,719 | \$ 3,946,923 | \$ 3,002,465 | \$ (3,679,204) | 6.78% |
| State Contracts | | \$ 9,141,307 | \$ 3,057,167 | \$ 9,141,307 | \$ 709,726 | \$ (6,084,140) | 33.44% |
| Private Gifts, Grants & Contracts | | \$ 168,200 | \$ 98,834 | \$ 168,200 | \$ - | \$ (69,366) | 58.76% |
| Auxiliary Enterprise Revenue | | \$ 3,323,932 | \$ 1,534,331 | \$ 3,323,932 | \$ 1,584,216 | \$ (1,789,601) | 46.16% |
| Bookstore | | | \$ 748,974 | | \$ 875,680 | | |
| Housing | | | \$ 785,356 | | \$ 708,536 | | |
| Other Operating Revenue | | 350,000 | \$ 100,451 | \$ 350,000 | \$ 155,751 | \$ (249,549) | 28.70% |
| Total Operating Revenues | | \$ 27,767,970 | \$ 10,188,028 | \$ 27,767,970 | \$ 10,079,192 | \$ (17,579,942) | 36.69% |
| Nonoperating Revenues (Expenses) | | | | | | | |
| County Property Taxes | | \$ 56,207,914 | \$ 3,170,034 | \$ 56,207,914 | \$ 2,713,623 | \$ (53,037,880) | 5.64% |
| State Aid | | \$ 9,148,553 | \$ 4,574,277 | \$ 9,148,553 | \$ 5,065,165 | | 50.00% |
| SB155 AID | | \$ 3,406,407 | \$ - | \$ 3,406,407 | \$ - | \$ (3,406,407) | 0.00% |
| Investment Income | | \$ 940,000 | \$ 187,053 | \$ 940,000 | \$ 259,567 | \$ (752,947) | 19.90% |
| Interest Expense on Capital Asset Debt | | \$ (993,532) | \$ (473,569) | \$ (993,532) | \$ (518,377) | \$ 519,963 | 47.67% |
| Transfer from Reserves - Downtown | | \$ 30,003,341 | \$ 912,233 | \$ 30,003,341 | \$ - | \$ (29,054,851) | 3.16% |
| Transfer from Reserves - FY24 Rollovers | | \$ 3,477,860 | \$ 948,490 | \$ 3,477,860 | \$ - | \$ 5,840,658 | 27.27% |
| Total Nonoperating Revenues | | \$ 102,190,543 | \$ 9,318,518 | \$ 102,190,543 | \$ 7,519,978 | \$ (92,872,025) | 9.12% |
| Total Revenues | | \$ 129,958,513 | \$ 19,506,546 | \$ 129,958,513 | \$ 17,599,170 | \$ (110,451,967) | 15.01% |
| Operating Expenses: | | | | | | | |
| Salaries & Benefits | | \$ 49,103,299 | \$ 9,631,214 | \$ 49,103,299 | \$ 9,548,422 | \$ (39,472,085) | 19.61% |
| Contractual Services | | \$ 4,092,005 | \$ 673,497 | \$ 4,092,005 | \$ 652,860 | \$ (3,418,508) | 16.46% |
| Supplies & Other Operating Expenses | | \$ 13,600,968 | \$ 4,352,690 | \$ 13,600,968 | \$ 4,161,229 | \$ (9,248,278) | 32.00% |
| Contribution to Reserves | | \$ 5,233,412 | \$ - | \$ 5,233,412 | \$ - | | 0.00% |
| Master Facility Plan Reserves | | \$ 1,614,319 | \$ - | \$ 1,614,319 | \$ - | | 0.00% |
| Utilities | | \$ 2,205,000 | \$ 661,424 | \$ 2,205,000 | \$ 564,270 | \$ (1,543,576) | 30.00% |
| Repairs & Maintenance to Plant | | \$ 44,039,013 | \$ 1,225,799 | \$ 44,039,013 | \$ 717,812 | \$ (42,813,214) | 2.78% |
| Scholarships & Financial Aid | | \$ 2,036,217 | \$ 615,982 | \$ 2,036,217 | \$ 3,612,208 | \$ (1,420,235) | 30.25% |
| Strategic Opportunities | | \$ 616,420 | \$ 92,751 | \$ 616,420 | \$ - | \$ (523,669) | 15.05% |
| Contingency | | \$ 700,000 | \$ 60,342 | \$ 700,000 | \$ 28,197 | \$ (639,658) | 8.62% |
| Debt Service | | \$ 3,240,000 | \$ 165,000 | \$ 3,240,000 | \$ 145,000 | \$ (3,075,000) | 5.09% |
| Other expenses - Downtown | | \$ 30,003,341 | \$ 912,233 | | | | |
| Rollover from FY24 to FY25 | | \$ 3,477,860 | \$ 948,490 | \$ 3,477,860 | \$ - | | |
| Total Operating Expenses | | \$ 159,961,854 | \$ 19,339,422 | \$ 129,958,513 | \$ 19,429,998 | \$ (102,154,223) | 12.09% |
| Increase/(Decrease) in Net Revenue | | \$ (30,003,341) | \$ 167,124 | \$ - | \$ (1,830,828) | \$ (8,297,745) | |
| Federal Financial Aid Revolving Fund | | | | | | | |
| Federal Financial Aid Funds In | | | \$ 1,304,429 | | \$ 2,816,482 | | |
| Federal Financial Aid Funds Out to Student Accounts | | | \$ 3,273,654 | | \$ 2,759,958 | | |
| Net Effect on Current Month | | | \$ (1,969,225) | | \$ 56,524 | | |
| ¹ \$92,751 of the strategic initiative funding utilized to date for AUDI. ² \$948,490.14 of the FY24 rollover funds spent to date; expenses reported in applicable category. ³ \$90,600.04 and \$821,632.53 of Other Operating Expenses and Repair & Maint to Plant for Downtown ⁴ Pell disbursement was not available to draw until 10/1/24 | | | | | | | |

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

Summary Statement of Revenue & Expenses

| | FY2025 Actual | Annual Budget | FY2024 Actual | Annual Budget | FY2023 Actual | Annual Budget | FY2022 Actual | Annual Budget |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Operating Revenues | \$ 10,188,028 | \$ 27,767,970 | \$ 10,079,192 | \$ 26,799,286 | \$ 6,639,642 | \$ 24,861,785 | \$ 9,397,110 | \$ 34,420,330 |
| Non-Operating Revenues, Net | 9,318,518 | 102,190,543 | 7,519,978 | 78,930,292 | 6,683,089 | 64,014,032 | 5,185,362 | 57,762,262 |
| Total Revenues | 19,506,546 | 129,958,513 | 17,599,170 | 105,729,578 | 13,322,731 | 88,875,817 | 14,582,472 | 92,182,592 |
| Operating Expenses | 19,339,422 | 159,961,854 | 19,429,998 | 105,729,578 | 10,385,390 | 82,287,164 | 9,758,824 | 85,687,565 |
| Increase/(Decrease) in Net Revenue | \$ 167,124 | \$ (30,003,341) | \$ (1,830,828) | \$ - | \$ 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 | \$ 96,041,334 | \$ 72,341,646 | \$ 106,665,162 |
| Noncurrent Assets | 81,639,089 | 77,435,317 | 81,584,514 |
| Total Assets | \$ 177,680,423 | \$ 149,776,963 | \$ 188,249,676 |
| Liabilities | | | |
| Current Liabilities | \$ 9,476,713 | \$ 8,223,407 | \$ 14,752,240 |
| Noncurrent Liabilities | 31,775,770 | 31,309,407 | 31,678,660 |
| Total Liabilities | 41,252,483 | 39,532,814 | 46,430,900 |
| Net Position | 136,427,940 | 110,244,149 | 141,818,776 |
| Total Liabilities and Net Position | \$ 177,680,423 | \$ 149,776,963 | \$ 188,249,676 |

| KANSAS CITY KANSAS COMMUNITY COLLEGE | | | | | | | |
|---|--------------|----------|----------------------|----------------------|----------------------|----------------------|-------------------------|
| BANK BALANCES PER GENERAL LEDGER | | | | | | | |
| | | | | | | | |
| FINANCIAL INSTITUTION | | FUND NO. | FUND | CHECKING | INVESTMENTS | YTD 30-Sep-24 | PRIOR YEAR 30-Sep-23 |
| BANK OF LABOR | | 25 | FEDERAL PROGRAMS | \$ 490,237 | | \$ 490,237 | \$ 560,915 |
| BANK OF LABOR | | 61 | CAPITAL OUTLAY | \$ 8,849,183 | | \$ 8,849,183 | \$ 4,782,666 |
| BANK OF LABOR CD | ¹ | 61 | Investment | | \$ - | \$ - | \$ 3,261,336 |
| BANK OF LABOR | | 74 | BOARD SCHOLARSHIP | \$ 915,501 | | \$ 915,501 | \$ 558,756 |
| LIBERTY BANK CD | ² | n/a | Investment | | \$ - | \$ - | \$ 511,317 |
| COUNTRY CLUB BANK | | 13/14 | ABE-CONT. EDUCATION | \$ 178,468 | | \$ 178,468 | \$ 212,950 |
| COUNTRY CLUB BANK | | 72 | INCIDENTAL (AGENCY) | \$ 511,275 | | \$ 511,275 | \$ 1,465,060 |
| SECURITY BANK | | 11 | GENERAL FUND | \$ 54,381,516 | | \$ 54,381,516 | \$ 49,560,236 |
| SECURITY BANK | | 15 | TECHNICAL ED FUND | \$ 765,591 | | \$ 765,591 | \$ 765,591 |
| SECURITY BANK | | 16 | STUDENT UNION | \$ 3,403,425 | | \$ 3,403,425 | \$ 2,335,565 |
| | | | (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 | \$ - |
| COMMERCE BANK CD | Tran | n/a | Investment | | \$ - | | \$ 3,000,000 |
| UMB BANK * | | 17 | PAYROLL | \$ - | | \$ - | \$ - |
| UMB Bank | ⁶ | n/a | Investment | | \$ 3,770,000 | \$ 3,770,000 | \$ - |
| TOTAL | | | | \$ 69,495,197 | \$ 11,212,106 | \$ 80,707,303 | \$ 70,514,392 |
| * 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 | 7,404,713 | 7,404,713 | (8,406,275) | (8,406,275) | (1,001,562) | (1,001,562) | | | 54,145,545 | 49,324,295 |
| November | 10,699,548 | 10,699,548 | (8,281,730) | (8,281,730) | 2,417,818 | 2,417,818 | | | 56,563,363 | 51,742,113 |
| December | 1,788,409 | 1,788,409 | (6,254,180) | (6,254,180) | (4,465,771) | (4,465,771) | | | 52,097,592 | 47,276,342 |
| January | 35,838,098 | 35,838,098 | (9,098,668) | (9,098,668) | 26,739,430 | 26,739,430 | | | 78,837,022 | 74,015,772 |
| February | 8,211,776 | 8,211,776 | (16,593,937) | (16,593,937) | (8,382,161) | (8,382,161) | | | 70,454,861 | 65,633,611 |
| March | 3,861,571 | 3,861,571 | (8,577,628) | (8,577,628) | (4,716,057) | (4,716,057) | | | 65,738,804 | 60,917,554 |
| April | 6,708,893 | 6,708,893 | (8,342,893) | (8,342,893) | (1,634,000) | (1,634,000) | | | 64,104,804 | 59,283,554 |
| May | 3,205,249 | 3,205,249 | (7,173,247) | (7,173,247) | (3,967,998) | (3,967,998) | | | 60,136,806 | 55,315,556 |
| June | 23,162,265 | 23,162,265 | (18,641,246) | (18,641,246) | 4,521,019 | 4,521,019 | | | 64,657,825 | 59,836,575 |
| Totals | 123,038,865 | 118,665,728 | (118,145,581) | (115,723,099) | 4,893,284 | | (72,033) | (77,186) | | |
| Bold = Actual | | | | | | | | | | |
| | 22,158,343 | | (26,775,777) | | | | | | | |
| GL Balance | General Fund | \$ 54,381,516 | | | | | | | | |
| | TEC Fund | \$ 765,591 | | | | | | | | |
| | | \$ 55,147,107 | | | | | | | | |

KANSAS CITY KANSAS COMMUNITY COLLEGE
Debt Summary
YTD September 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

Predictive Model of Significant Annual Cash Flows - FY2025

| Inflows | | | Outflows | |
|-----------|----------------------------|--------------------|--|------------------------------|
| | Description | Amount | Description | Amount |
| July | State Aid - Disbursement 1 | \$ 2,835,725 | Insurance (Annual Premium) | (\$896,641) |
| | CyberSecurity | \$ 250,000 | | |
| | Apprenticeships | \$ 911,131 | | |
| | Technology | \$ 25,678 | | |
| | Capital Outlay | \$ 533,896 | | |
| | Student Success | \$ 1,115,020 | | |
| August | State Aid - Disbursement 1 | \$ 4,574,277 | Rev Bond - P&I (Principal and Interest) | (\$511,791) |
| | Tiered | \$ 2,093,391 | | |
| | Non-tiered | \$ 2,480,886 | | |
| September | Tax Distribution | \$ 2,715,200 | Financial Aid Refunds COP - Interest on Debt (Certificates of Participation) | (\$3,150,000) (\$126,605) |
| | Current Tax | \$ 842,700 | | |
| | Heavy Truck | \$ 1,000 | | |
| | Motor Vehicle | \$ 1,500,000 | | |
| | Commercial Motor Vehicle | \$ 14,000 | | |
| | Motor Vehicle Excise | \$ 20,000 | | |
| | RV | \$ 6,500 | | |
| | Delinquent | \$ 234,000 | | |
| | Industrial Revenue Bonds | \$ 97,000 | | |
| | Financial Aid Draw | \$ 3,200,000 | | |
| October | Tax Distribution | \$ 782,600 | COP - Interest on Debt | (\$20,770) |
| | Current Tax | \$ 3,500 | | |
| | Motor Vehicle | \$ 560,000 | | |
| | Commercial Motor Vehicle | \$ 2,500 | | |
| | RV | \$ 1,600 | | |
| | Delinquent | \$ 215,000 | | |
| | SB 155 Funding - Disb | \$ 3,200,000 | | |
| November | | | | |
| December | | | | |
| January | Tax Distribution | \$ 28,037,500 | Rev Bond - Interest on Debt | (\$346,791) |
| | Current Tax | \$ 26,200,000 | | |
| | Heavy Truck | \$ 6,000 | | |
| | Motor Vehicle | \$ 830,000 | | |
| | Commercial Motor Vehicle | \$ 24,000 | | |
| | Motor Vehicle Excise | \$ 17,000 | | |
| | RV | \$ 2,500 | | |
| | Industrial Revenue Bonds | \$ 588,000 | | |
| | Delinquent | \$ 370,000 | | |
| | State Aid - Disbursement 2 | \$ 4,574,277 | | |
| | Tiered | \$ 2,093,391 | | |
| | Non-tiered | \$ 2,480,886 | | |
| | February | Financial Aid Draw | | |
| March | Tax Distribution | \$ 2,237,600 | COP - P & I (Principal and Interest) | (\$2,561,605) |
| | Current Tax | \$ 1,575,000 | | |
| | Heavy Truck | \$ 1,600 | | |
| | Motor Vehicle | \$ 377,000 | | |
| | Commercial Motor Vehicle | \$ 109,000 | | |
| | RV | \$ 1,000 | | |
| | Delinquent | \$ 174,000 | | |
| April | | | COP - P & I | (\$660,770) |
| May | | | | |
| June | Tax Distribution | \$ 20,979,904 | | |
| | Current Tax | \$ 19,600,000 | | |
| | Heavy Truck | \$ 1,404 | | |
| | Motor Vehicle | \$ 985,000 | | |
| | Commercial Motor Vehicle | \$ 32,000 | | |
| | RV | \$ 4,500 | | |
| | Industrial Revenue Bonds | \$ 137,000 | | |
| | Delinquent | \$ 220,000 | | |

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

¹ historical proportions of the funds distributed by the county.

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

² fall and spring semesters.

State aid was provided for FY25 to support student success initiatives. This is in addition to the

³ cybersecurity, apprenticeship, and capital outlay funds received last year.

ELECTRICAL USAGE

| DATE | KWH | DOLLARS | CENTS PER KWH | DATE | KWH | DOLLARS | CENTS PER KWH |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 1/30/2019 | 609,645 | \$83,726 | 13.73 | 1/30/2020 | 501,163 | \$72,729 | 14.51 |
| 2/27/2019 | 625,832 | \$80,202 | 12.82 | 2/28/2020 | 507,458 | \$71,243 | 14.03 |
| 3/28/2019 | 554,141 | \$78,123 | 14.10 | 3/30/2020 | 488,515 | \$73,813 | 15.10 |
| 4/29/2019 | 510,325 | \$73,381 | 14.38 | 4/30/2020 | 279,539 | \$47,494 | 16.90 |
| 5/30/2019 | 441,276 | \$66,651 | 15.10 | 5/28/2020 | 296,200 | \$53,723 | 18.13 |
| 6/27/2019 | 436,477 | \$63,796 | 14.62 | 6/30/2020 | 412,142 | \$61,005 | 14.80 |
| 7/31/2019 | 537,680 | \$64,553 | 12.01 | 7/30/2020 | 456,500 | \$64,387 | 14.10 |
| 8/29/2019 | 494,320 | \$67,133 | 13.58 | 8/28/2020 | 417,396 | \$58,039 | 13.90 |
| 9/27/2019 | 485,749 | \$63,507 | 13.07 | 9/29/2020 | 478,281 | \$67,910 | 14.10 |
| 10/30/2019 | 528,274 | \$73,213 | 13.86 | 10/29/2020 | 479,090 | \$75,859 | 15.80 |
| 11/26/2019 | 440,981 | \$65,663 | 14.89 | 11/25/2020 | 443,240 | \$65,829 | 14.85 |
| 12/30/2019 | <u>524,192</u> | <u>\$72,943</u> | 13.92 | 12/30/2020 | <u>595,900</u> | <u>\$77,901</u> | 13.07 |
| 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 | | | | |
| 11/30/2023 | 612,477 | \$83,090 | 13.56 | | | | |
| 12/27/2023 | <u>502,302</u> | <u>\$74,188</u> | 14.79 | | | | |
| year 2023 | 6,418,386 | \$951,268 | 14.88 | | | | |



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 OCTOBER'24

Dr. Fabiola Riobé

Executive Summary for the Board of Trustees

October 2024

As Vice President of Educational Innovation and Global Programming, I am pleased to present key updates across multiple divisions that continue to position Kansas City Kansas Community College (KCKCC) as a leader in workforce development, adult and continued education, high school partnerships and global programming.

Adult and Continuing Education (ACE): Adult education continues to see robust enrollment in both General Education Development (GED) and English Language Acquisition (ELA) programs, with full class registrations across all schedules. Significant partnerships, including our collaboration with the University of Kansas Health System, have resulted in increased GED completions and program graduations. Moreover, we are preparing to submit a Request for Proposal (RFP) for the Kansas Workforce Innovation and Opportunity Act (WIOA) II Adult Education and Family Literacy Act grant, which will further support our adult education programs through 2030.

International and Immigrant Student Services and Global Programming: International student enrollment has seen a notable 44% increase in F1 visa holders for Fall 2024, with strategic activities underway to enhance student retention and engagement. Our office is preparing a come-and-go event on October 31, 2024, to ensure international students are meeting academic expectations. Furthermore, the college is expanding its' global partnerships and have solidified leadership roles in national and international educational consortia.

Online Education Services (OES): The transition to Blackboard Ultra has been successful, introducing new features such as AI-driven Socrative tools that promote critical thinking and microcredentialing capabilities. These innovations position KCKCC to offer more flexible learning options and expand the college's outreach, particularly through global collaboration initiatives such as the State University of New York – Collaborative Online International Learning (SUNY-COIL) program. Additionally, OES continues to resolve a high volume of faculty and student support requests, ensuring seamless online education experiences.

Workforce Innovation (WFI): KCKCC's Advanced Manufacturing program, through the Automation Engineer Technology/Federation of Advanced Manufacturing Education (AET/FAME) model, remains a critical element of workforce readiness. Recent initiatives included hosting open house events and participating in local high school career days to promote the learn-and-earn model. WFI continues to work closely with the community and industry partners, ensuring that students are equipped with the skills needed to succeed in advanced manufacturing.

High School Partnership (HSP): The HSP Team has deepened the engagement with high school partners through initiatives like the Tuesday Takeover and Takeover Thursday programs, which have been instrumental in recruiting dual and concurrent enrollment students. The Team is also exploring potential partnerships with local organizations like the Jegna Klub to expand student access to industry-recognized certifications and hands-on experiences.

The Educational Innovation and Global Programming Division is committed to fostering student success, strengthening community partnerships, and expanding KCKCC's influence in both local and global arenas. Thank you for your continued support as we advance our mission to deliver innovative educational solutions and empower the next generation of learners and leaders.

Respectfully submitted,

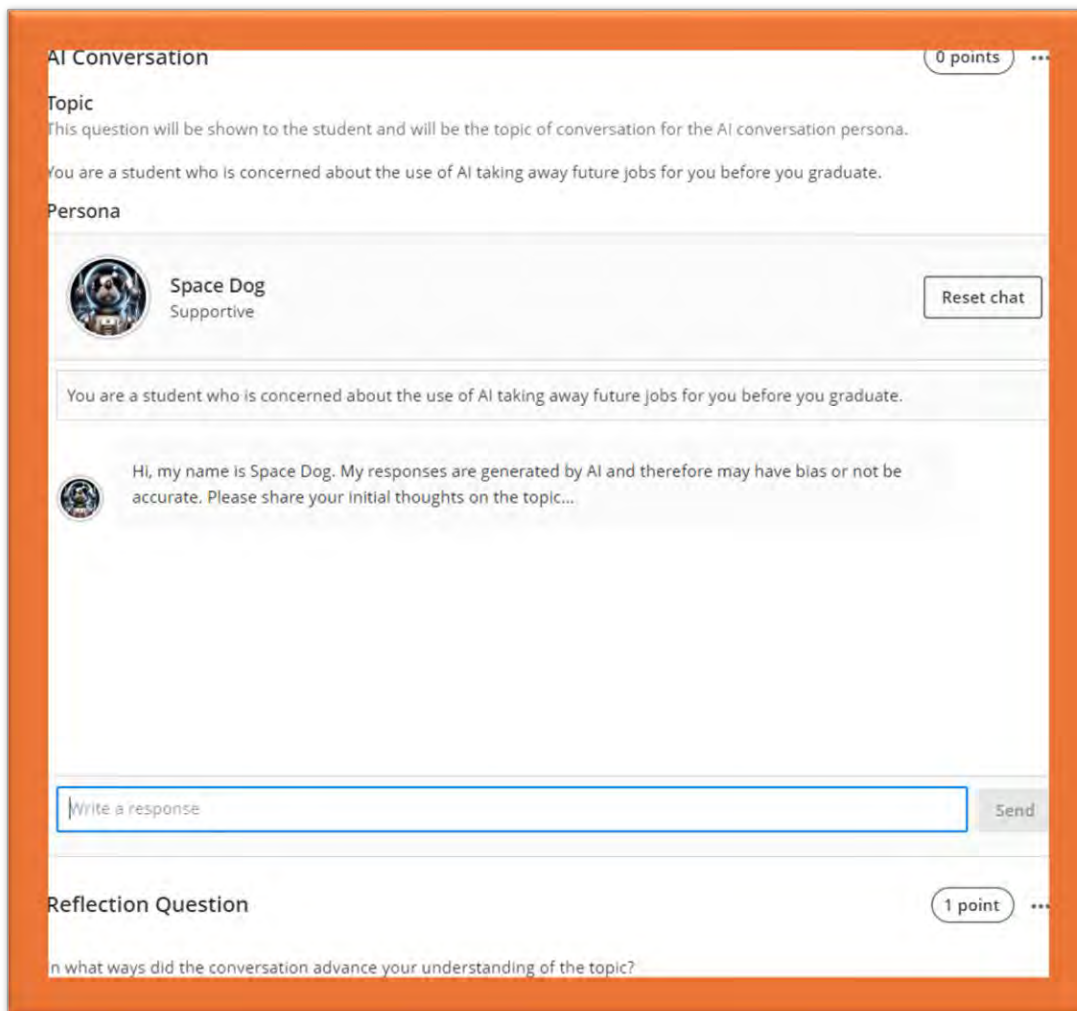
Dr. Fabiola Riobé

Vice President of Educational Innovation and Global Programming
Kansas City Kansas Community College

Online Education Services (OES) – Ms. Susan Stuart, Director

Overview

- Online Education is fully operational with our updated Learning Management System (LMS), Blackboard Ultra. Faculty are continuing to familiarize themselves with the new features throughout Fall 2024.
- One of the latest additions is an AI conversation tool designed to promote critical thinking. This feature facilitates Socratic questioning and will, in future updates, provide an opposing viewpoint for students to engage in debate or role-playing exercises. These enhancements aim to elevate students' thinking from basic comprehension to more complex analytical skills.




AI Conversation 0 points

Topic

This question will be shown to the student and will be the topic of conversation for the AI conversation persona.


You are a student who is concerned about the use of AI taking away future jobs for you before you graduate.

Persona

 Space Dog
Supportive

Reset chat

You are a student who is concerned about the use of AI taking away future jobs for you before you graduate.

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

Write a response Send

Reflection Question 1 point

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

AI conversation tool

- Additionally, Blackboard has integrated a new badging system, which enables micro-credentialing. Initially available only for internal use, this system is expected to expand for external credentialing in the future.
- In conjunction with these upgrades, we are incorporating new tools from Blackboard's parent company, Anthology:

- **Illuminate:** A learning analytics tool that integrates data from both Blackboard and Ellucian, providing actionable insights that can be shared at different levels within the institution.
- **EAC Assessment:** A tool for primary and secondary assessments that works with Blackboard to streamline data collection and evaluation in collaboration with the Office of Assessment.
- **Genius:** An LMS portal supporting Adult and Continuing Education, integrating Blackboard and Ellucian to offer courses and simplify learning data management.

Global Collaboration Initiatives

- OES has subscribed to the SUNY-COIL (Collaborative Online International Learning) program, which will connect KCKCC instructors with their counterparts abroad. This initiative aims to enhance global awareness among students and faculty. Dr. Candice Scott, Assistant Director of International and Immigrant Student Services, is collaborating with OES to ensure alignment of mission and vision across all international programs. Faculty recruitment for training has begun.

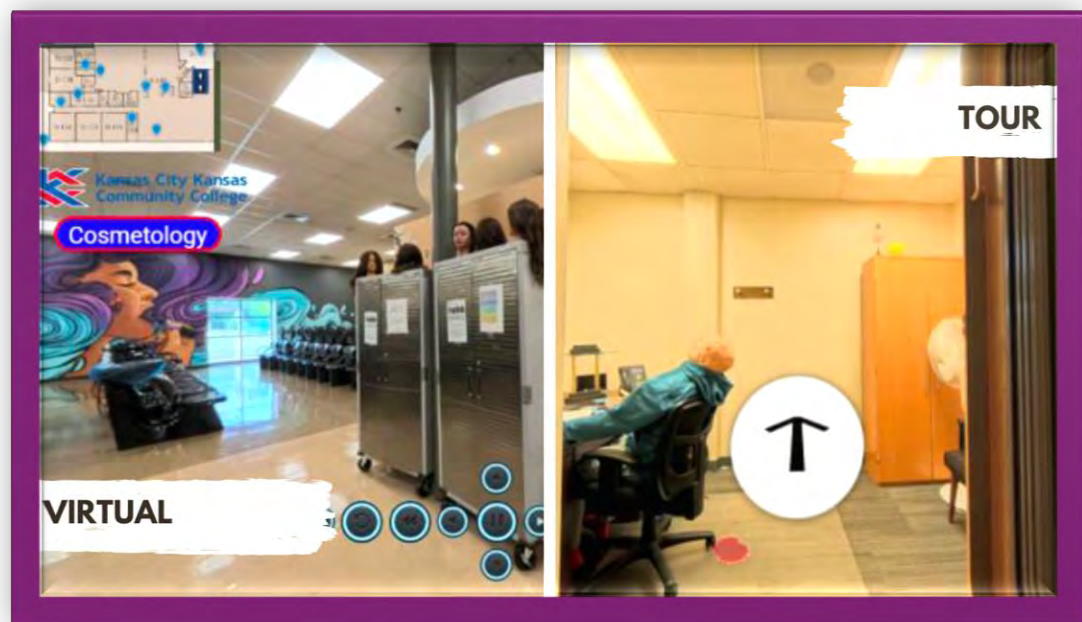
Support and Technical Assistance

- From September 1 through September 30, 2024, OES resolved approximately 387 logged tickets, emails, and phone support requests from students and faculty. Most inquiries came from faculty adjusting to the new version of Blackboard. The primary technical issue involved textbook integration, which has since been resolved.

Virtual Reality (VR) Projects

- OES is also collaborating with faculty and High School Partnership to develop virtual reality software that will showcase KCKCC programs and create instructional content. Colin Immesoete, a staff member at OES, has already developed several VR tours and an initial piece of instructional content.

Demo of VR Tours



These initiatives demonstrate OES's commitment to improving online learning experiences and expanding the global reach of KCKCC programs.

High School Partnership (HSP) – Mr. Julius Brownlee, Assistant Director

- **Community Connection – Jegna Klub**, The High School Partnership, in collaboration with Continuing Adult Education, recently visited the Jegna Klub, a nonprofit organization focused on providing job training for young people. The Klub's year-long Sound Engineering program, led by an award-winning engineer, allows students to earn a Pro Tools 10 certification, a widely recognized industry credential. This visit provided an opportunity to explore potential partnerships that could expand student access to high-quality, hands-on learning experiences, directly translating to career opportunities. These real-world experiences support our mission of equipping students with the skills they need to succeed in today's job market.

KCKCC at the Jegna Klub



- **Tuesday Takeover & Takeover Thursday** We successfully launched the first Tuesday Takeover at Basehor-Linwood High School, where we engaged with students during their lunch period. Out of the 15 students we connected with, 11 are already enrolled in dual or concurrent courses with Kansas City Kansas Community College (KCKCC), and four have expressed interest in enrolling for the Spring 2025 semester. Notably, a 9th-grade student completed our interest survey, taking the first step toward exploring future opportunities through the High School Partnership.



Tuesday Takeover at Basehor-Linwood High School.

- The interest survey remains a valuable tool for identifying students' academic interests, helping us plan future course offerings and fine-tune our recruitment strategies. By making early connections, we provide students and their families with vital information about the benefits of our programs. This initiative reinforces KCKCC's dedication to fostering community engagement and generating strong recruitment leads. Additionally, we are working with the school counselor to schedule a follow-up presentation tailored to the specific needs of the student body.

Upcoming Events

- Tuesday Takeover at Alfred Fairfax: 11:00 AM
- Takeover Thursday at F.L. Schlagle: 11:00 AM
- October 23rd High School Partnership Meeting: 1:00 PM at the KCKCC Technical Center

These efforts reflect our ongoing commitment to building strong relationships within the community, enhancing engagement with high schools, and ensuring we remain a trusted partner in providing educational pathways for students.

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

– Dr. Candice Scott, Assistant Director

Program Updates:

- **Enrollment** The number of international students holding F1 visas for Fall 2024 has increased to seventy-two, compared to fifty in Fall 2023, representing a 44% growth in enrollment.
- **Student Office Visits:** In September, thirty-four students visited the international office for advising and assistance.

- Enrollment Comparison

| Visa Type | Fall 2023 | Fall 2024 | Percentage Change |
|---------------------|-----------|-----------|-------------------|
| Total Enrollment | 228 | 285 | 25.44% |
| F1 Visa Holders | 50 | 72 | 44.00% |
| H1B Visa Holders | 27 | 22 | -18.52% |
| Permanent Residents | 100 | 113 | 13.00% |
| Other | 51 | 78 | 52.94% |

Strategic Activities

- Dr. Riobé was an invited presenter during the European Association for International Education (EAIE) 2024 in Toulouse where she presented on “*Bridging Academia and Industry: The key to Cultivating a Global Workforce.*”



EAIE 2024 Toulouse

EAIE 2024 Toulouse
The Conference Theme “En Route”
is French and English for “we are on our way”.



- Dr. Riobé represented KCKCC and community colleges at the inaugural Senior International Summit hosted by NAFSA: Association of International Educators (NAFSA) in Washington, D.C. This invitation only event was held as a think tank and advocacy forum exploring the future of international education.
- On October 31, we are organizing an informal coffee and candy event for international students. The goal is to ensure students are on track academically and to address any concerns that may hinder their progress throughout the semester.

Presentations

- As part of the Academic Symposium Series, we presented a session on "Mapping Internationalization on the Campus of Kansas City Kansas Community College" on September 12, 2024.

Other Activities

- The ISS&GP Team have been actively contributing to the overall state of international education by their engagement in both Association of International Education Administrators (AIEA) and NAFSA. The team has served as conference proposals reviewers for both the 2025 AIEA & NAFSA (Association of International Educators) national conference.

Committees and Affiliations

- Kansas State Representative, Region II, for the NAFSA (Association of International Educators)
- NAFSA member
- Chair of Kansas International Educators
- Fulbright Liaison
- Member of the Centers for International Business Education and Research Consortium
- Member of the KCKCC Professional Development Committee
- Member of the KCKCC New American Open House Committee
- Member of the KCKCC International Education Committee
- Member of the KCKCC Education Abroad Committee

This report reflects our ongoing efforts to support the needs of international students, increase engagement, and foster a more global academic environment at Kansas City Kansas Community College.

Workforce Innovation & Apprenticeships – Mr. Richard Piper, Director**Key Updates:**

- On October 5, Kansas City Kansas Community College (KCKCC) and the Kansas City FAME (Federation for Advanced Manufacturing Education) Chapter hosted the Fall 2023 Open House. The event saw the attendance of 24 prospective students. Representatives from all 14 manufacturing partners were present, alongside first- and second-year FAME students. Thank you to both Executive Vice President Dr. Balog and Dean of Career and Technical Education, Don Smith for the presence at during this event.
- On October 10, KCKCC and the KC FAME Chapter were invited to participate in Transition Day at Fort Riley. The college has been extended a standing invitation to attend these events, which take place on the second Wednesday of each month. Brent Beard, a Garmin employee and Army veteran, was also in attendance.
- On October 17 and 24, in collaboration with the Wyandotte Economic Development Council, the college celebrated Advanced Manufacturing Day with high school partners throughout Wyandotte County. The day included tours of local manufacturing and logistics centers in both the morning and afternoon. Lunch, sponsored by a member of the KC FAME Chapter, was held at the Technical Education Center. During the meal, students learned about the AET/FAME learn-and-earn model. Following lunch, Chuck Saunders, an AET/FAME instructor, gave a presentation on how students can become valuable multi-craft employees. In addition, each student was entered into a drawing for a \$500 scholarship, made possible through Dr. Mosier's support.
- On October 25, the college represented the AET/FAME program at the 'Apply Kansas' event at Basehor-Linwood High School. The event was sponsored by Kansas Workforce Partnership and the high school. Additionally, on the same day, the college participated in a career fair at the Olathe Advanced Technical Center. Current program KCKCC students, joined the WFI team at this event, did an outstanding job connecting with both students and industry representatives.



Additional Update: Due to our continued efforts to enhance community engagements and partnerships, the WFI, Director received a donation from Missie's Discount Liquors in Shawnee, Kansas, to support Career and Technical Education students.

Adult and Continuing Education – Dr. Richard Wallace, Director

Adult Education:

- Registration for General Education Development (GED) and English Language Acquisition (ELA) classes began on September 3, 2024. Enrollment for classes starting on October 14, 2024, includes:
 - ELA Morning: 52 students (full)
 - ELA Evening: 36 students (full)
 - GED Morning: 21 students (full)
 - GED Evening: 20 students (full)
 - Pioneer Career Center (PCC) GED: 12 students
 - ELA Evening waitlist: 30 students
- **Current Enrollment:**
 - ELA Morning: 96 students
 - ELA Evening: 120 students
 - GED Morning: 32 students
 - GED Evening: 26 students
 - PCC GED: 18 students
- University of Kansas Health Systems GED: 5 students
- The Education Navigator position at Lansing Correctional Facility has been filled by Michael Reynolds, who is in the process of becoming certified as a Pearson VUE Test Administrator. In the meantime, GED testing is being managed by Adult Educator Nancy Hutzell from Washburn.
- During Adult Education and Family Literacy Week, held from September 15 through September 21, 2024, the importance of adult education was recognized across communities. Dr. Mosier visited the Continuing Education Building, speaking with several classes and students in the GED and ELA programs. Additionally, the University of Kansas Health System hosted a graduation on September 19, celebrating six employees who completed their GEDs in partnership with Kansas City Kansas Community College (KCKCC). Since the program's inception in 2018, 33 students have graduated.
- KCKCC's Adult Education department has initiated the Request for Proposal (RFP) process for the Kansas Workforce Innovation and Opportunity Act II Adult Education and Family Literacy Act Grant. This multi-year grant, running from July 1, 2025, to June 30, 2030, will provide significant funding for the GED and ELA programs.

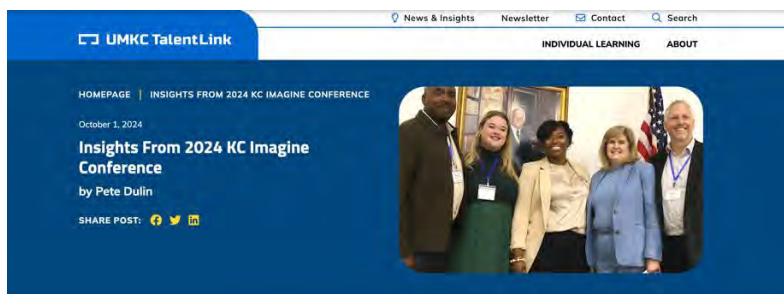
Continuing Education:

- Community Education enrollment in September included:
 - Motorcycle Beginning Riders Course (2-Wheel): 12 students
 - Motorcycle 3-Wheel: 6 students

- Driver's Education: 20 students
- Ed2Go Online Learning: 9 students
- Discussions with the Learning Club regarding a price increase for their students to attend the Kids on Campus program have resulted in an agreement for a price adjustment over the next three years:
 - Summer 2025: \$45,000
 - Summer 2026: \$52,500
 - Summer 2027: \$60,000 A review of pricing will be conducted after the summer of 2027. A formal Memorandum of Understanding (MOU) is being drafted to reflect these changes.
- The Kids on Campus program received a \$5,988 refund from the Kansas Department of Education for providing lunches during the summer 2024 sessions.
- Andrea Kolkmeier, Assistant Director with Adult and Continued Education, is progressing with the application process for the Character at Camp initiative, organized by the American Camp Association. The grant request, which ranges from \$50,000 to \$300,000 depending on the grant period, will support the 2025 Kids on Campus program.
- Youth Ambassadors, an educational employment program aimed at empowering underserved teenage youth with life skills, job skills, creative expression, and adult mentorship, began its sessions on September 14, 2024. These sessions are held on Saturdays from 9:00 a.m. to 2:00 p.m. at the Community Education Building.

Events and Meetings:

- Partnership with Jegna Klub
- Genius Program Kickoff
- Kansas Community College Leadership Institute participation
- I AM Foundation tour of the Continuing Education Building and KCKCC campus
- Supervisor Training under “The 4 Disciplines of Execution” (4DX) program
- Presentation at the [KC IMAGINE 2024](#) Conference by Dr. Riobé



*Snapshot of KC Imagine Conference
Press Release*

The 2024 [KC Imagine Conference](#) held on September 24 explored the theme of “Building KC’s Digital Media Future.” UMKC TalentLink Executive Director Jake Akehurst moderated a panel discussion at the conference focused on skills-based hiring and training with digital skills and workplaces in mind.

The panel explored “what happens when companies become more concerned with a candidate’s skill levels than requirements for a four-year college degree? Skills-first hiring aligns with the emphasis on continuous learning and development in the digital media sector. As technology and consumer behavior advance, employees must continually update their skill sets. Companies that invest in training programs focused on in-demand skills can cultivate a more agile and adaptable workforce.”



Educational Innovation and Global Programming Leadership Team are working together to solve puzzles – prior to commencing 4DX discussion.

Upcoming Event:



GLOBAL WORKFORCE DEVELOPMENT: A COMMUNITY COLLEGE AND UNIVERSITY APPROACH TO PERPARING LEARNERS FOR GLOBAL COMPETENCE

An AIEA Thematic Forum

Kansas City Kansas Community College
6565 State Ave., Kansas City, KS
November 19, 2024
9 a.m. - 5:30 p.m.

Keynote Panel: Featuring industry
leaders speaking on global
workplace readiness skills

PLEASE REGISTER

Forum objectives:

- Enhanced Career Opportunities
- Stronger Industry-Academia Linkages
- Broader Networking

SCAN TO REGISTER



\$50 Registration Fee * Free for Students

<https://payiturl.net/form/CQ3rdLK2>

The demand for a workforce equipped with robust global competencies and readiness for diverse challenges has never been greater. International education is crucial in bridging the skills gap that many industries face, ensuring graduates are not only ready to enter the workforce but also thrive in a multicultural and interconnected world.





Marketing and Institutional Image Division

Kris Green, Vice President of Marketing & Institutional Image

October 2024

Summary

KCKCC's Marketing team won six regional awards at the National Council for Marketing and Public Relations (NCMPR).

- Four gold awards were earned for Centennial Magazine, Ryde the Cyclone poster, All-American Athlete social media post, and the m-pact microsite.
- Two bronze awards were earned for the Blue Devil Block Party t-shirt and an original photo taken during a basketball game.

Kris presented at the NCMPR Regional conference in October. She and Kelly Rogge, Public Information Manager, presented on the Centennial Celebration at the conference. Kris also presented with Onward about the partnership to enhance the pre-application process.

The Marketing team has scheduled three new program videos for the fall semester. Auto technology, construction and the music program will be filmed in October. Charlie Martin, Athletics and Activities Media Specialist II, is working with the team to update classroom photography this month by organizing photo shoots in several classes.

Kris has worked with Student Affairs and Enrollment Management to build the Onward experience for post-application students while refreshing the pre-application experience to get it updated before enrollment in the spring semester.

The team is working on the website redesign. Yoodle provided basic design recommendations and a summary of their research. From here, the team will begin designing pages looks. The team will present the overall look and findings in November. Programs have completed surveys to help create websites for each program. The goal is to have the website redesign completed during the spring semester.

Kris served on the Director of Facility Services and the Executive Director of Workforce Development search committees.

Graphic Design

Graphic Design promoted many upcoming college events, enrollment, and the new website redesign.

- Fall Choral Concert

**THE
BLACK
UNDERSTANDING**

KCKCC Fall Choral Concert
*with special guest, Ordained and
Friendship Baptist Church Choir*

SUNDAY , OCTOBER 6TH | 3PM
FRIENDSHIP BAPTIST CHURCH
3530 CHELSEA DR #3500, KANSAS CITY, MO 64128

Kansas City Kansas
Community College.

The poster features a collage of images: a group of young Black people in black clothing standing against a brick wall, a group of people sitting on chairs in a room, and a man with a beard and glasses playing a piano. The text is in white and yellow on a blue background.

- 8-week Enrollment Advertising

**8 WEEK
CLASSES**

*It's A
SLAM
DUNK!*

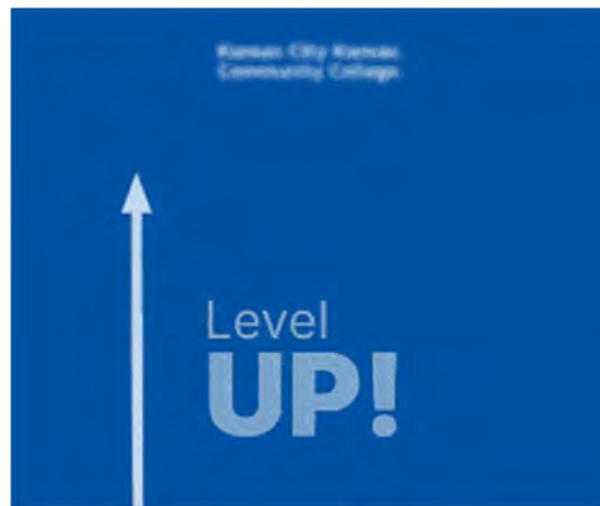
CLASSES
BEGIN
OCTOBER 14
ENROLL NOW
KCKCC.EDU

The poster features a basketball player in a white jersey with "KCKCC" and the number "5" on it, performing a slam dunk. The background is a vibrant blue with yellow and orange abstract shapes. The text is in white and yellow.

- Community Health Fair Promotion

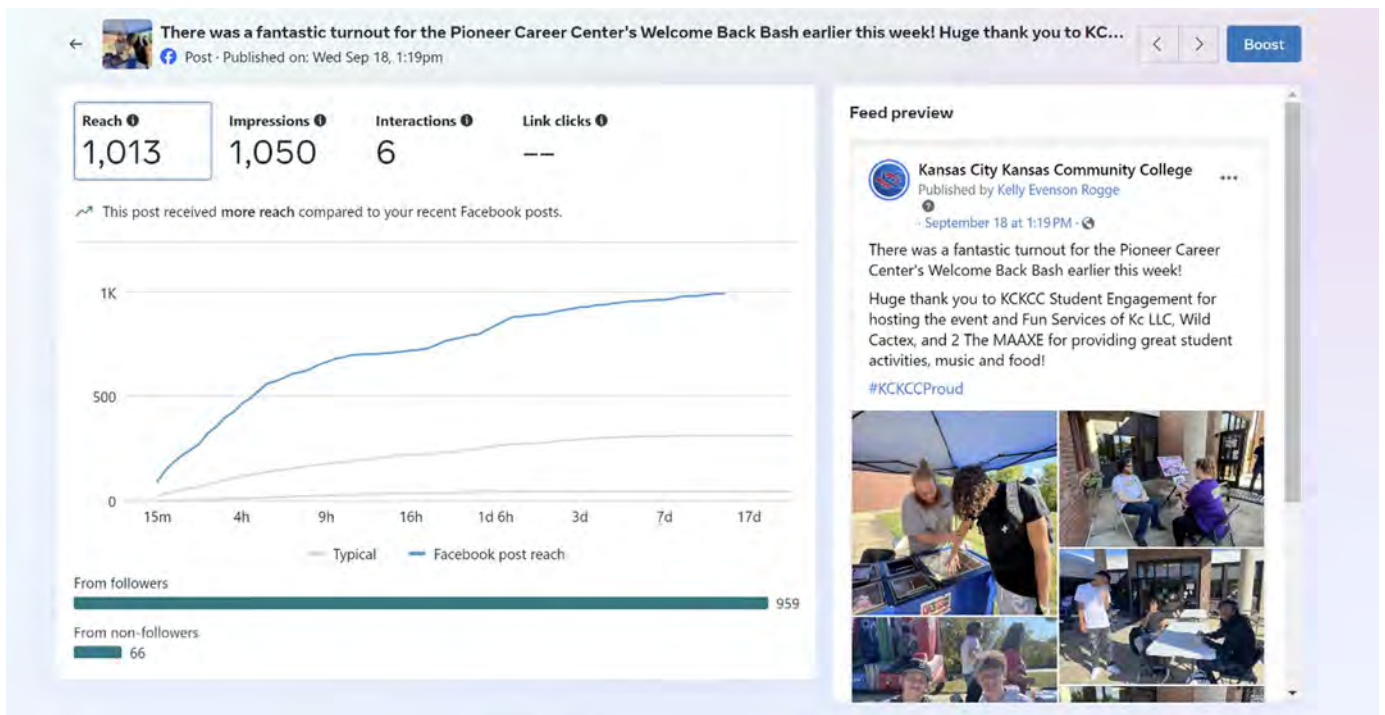
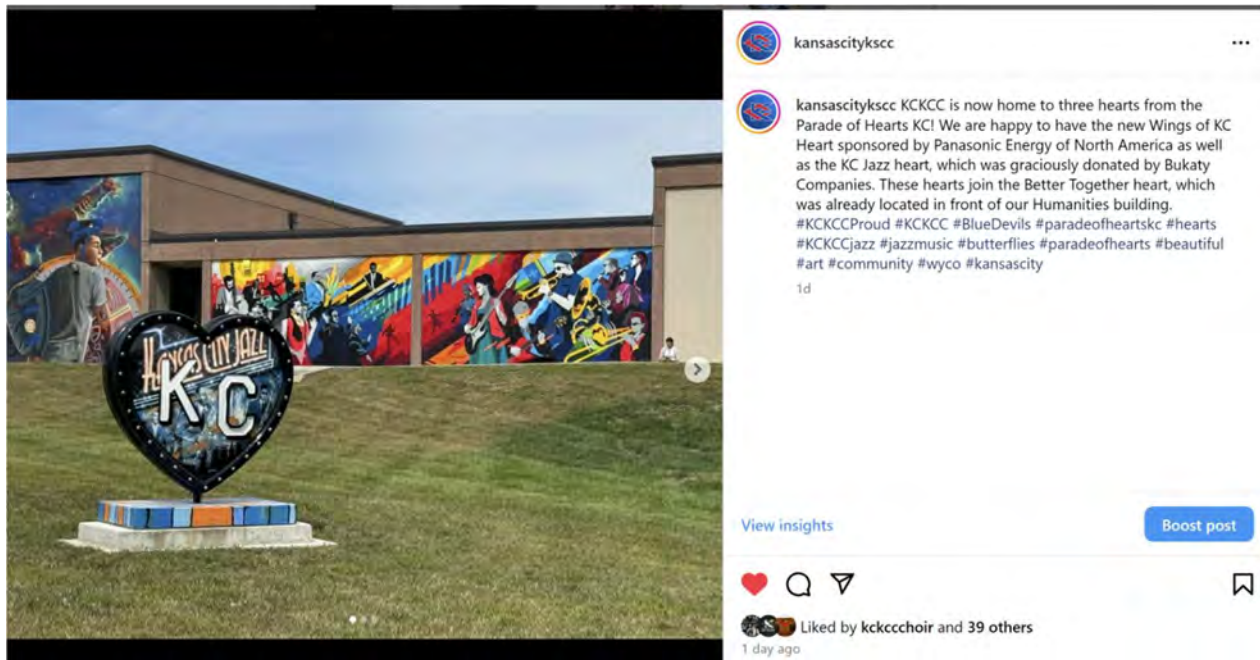


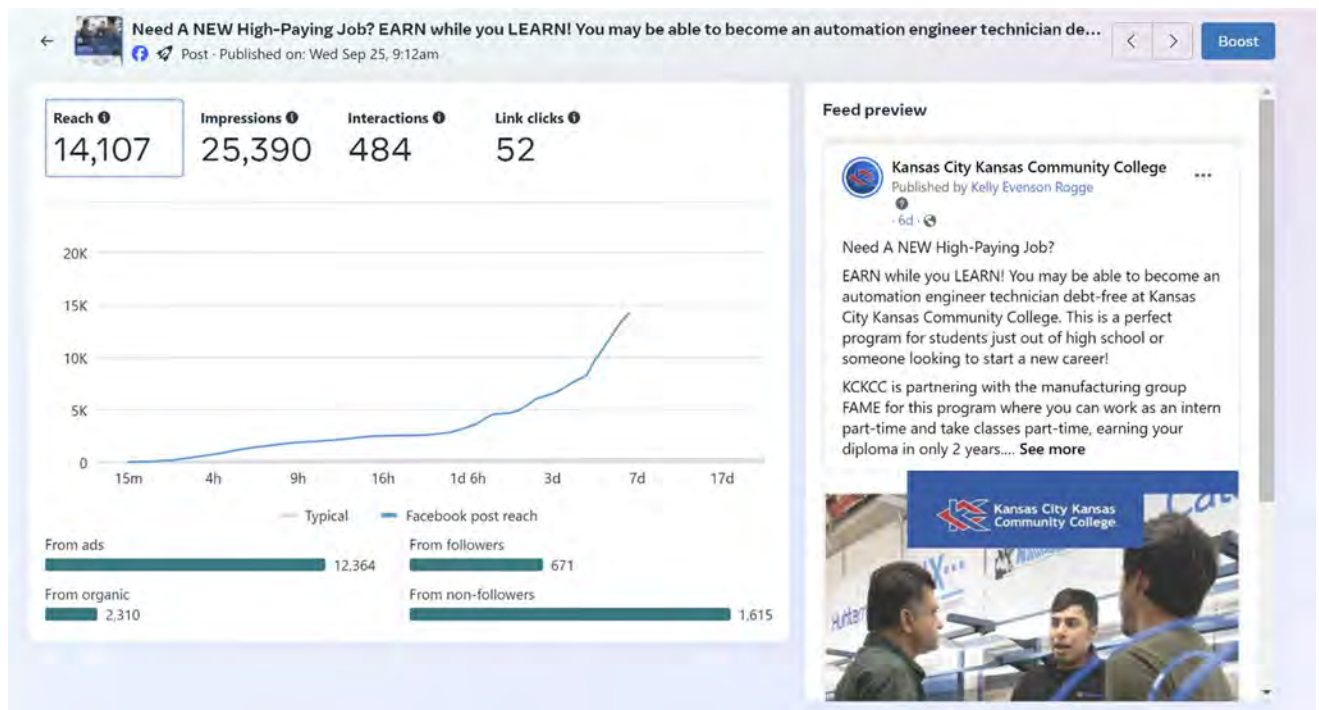
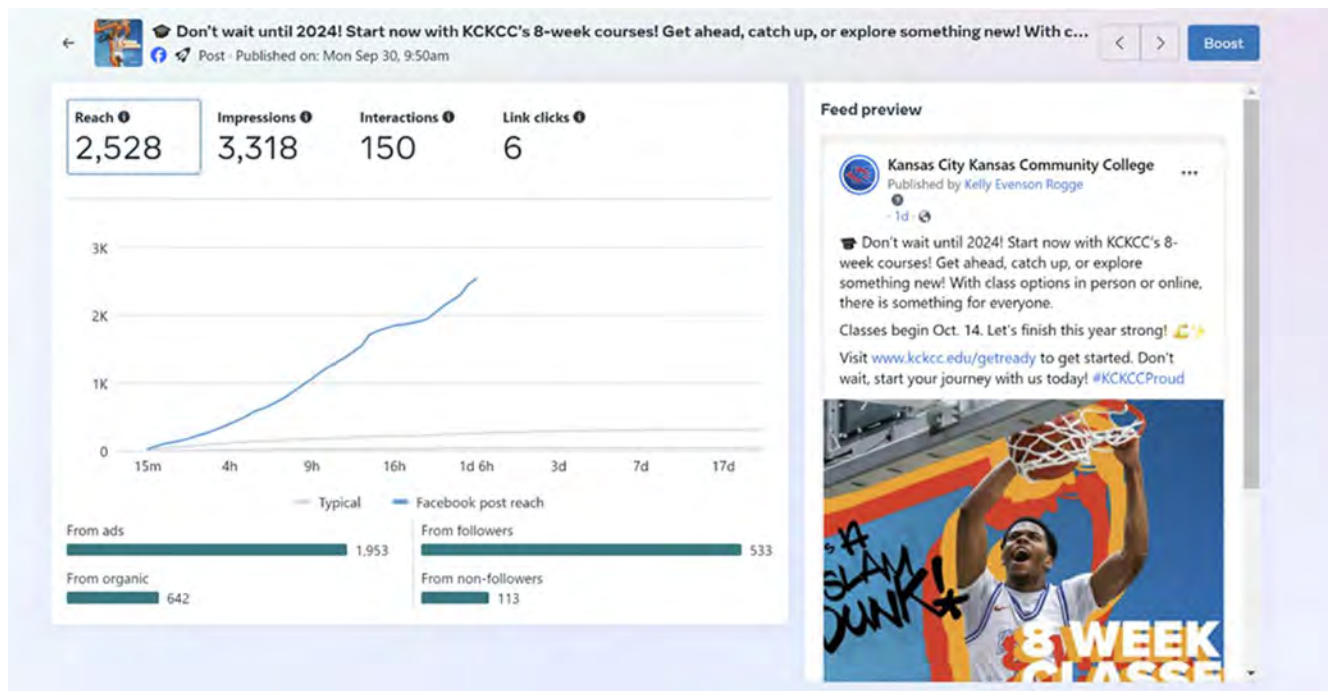
- Annual Site Retargeting Ads



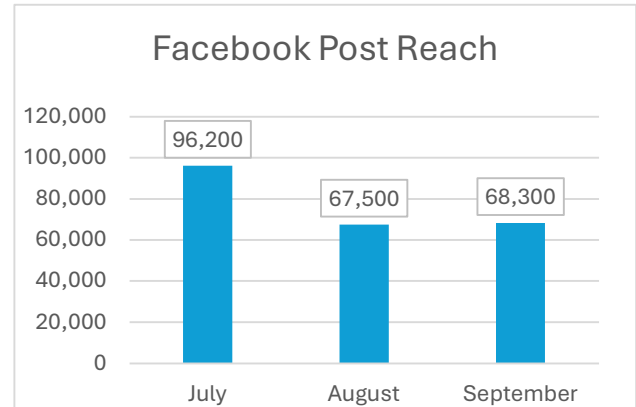
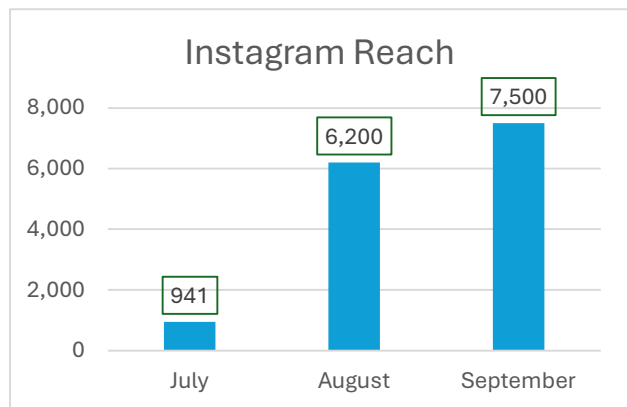
Social Media

Social Media posts promoted events for students at all three KCKCC campuses, KCKCC Federation of Advanced Manufacturing Education (FAME) and fall 8-week enrollment. Our new hearts were also promoted, and the sponsors were recognized.





Social Media followers remained constant or rose slightly in September. Twitter impression analytics are no longer available unless the college upgraded to a premium account.



Athletics and Activities Media

Athletics and Activities Media continued celebrating and promoting the achievements of fall sports and student-athletes while engaging through fun photos and videos. Work updating website videos for the Onward Experience also continued.

- Graphics Celebrating Individual and Team Athletic Successes



Media Services

Media Services set up, recorded and live-streamed:

- Monthly Finance Committee Meeting
- Community Engagement Committee Meeting
- Master Contract Negotiations
- Special Board Meeting on September 24, 2024

They also set up and recorded the Chief Information Officer (CIO) open forums, installed monitors and media players for digital signage wayfinding in Lower Flint, Nursing and Math and Sciences, and live-streamed athletic events.

Media Services set up a virtual/hybrid meeting of the monthly Board of Trustees Meeting on September 17, 2024, and recorded it. They made a broadcast copy for the college's cable channel, a video archive, and captured analytics (see below).

- Vimeo analytics: 28 views with an average viewing time of 43 minutes
- YouTube Analytics: 15 views with an average viewing duration of 26 minutes

Print Shop

In September, the Print Shop offered its first Professional Development Event for staff and faculty. The event featured information on submitting Helpdesk tickets and the services offered. It was held as a hybrid event and was well attended. Seasonal refreshments were served.

PROFESSIONAL DEVELOPMENT EVENT FOR STAFF AND FACULTY



The KCKCC Print Shop

Presented by Kim Lutgen and Joy Cicero

Let's learn about the KCKCC Print Shop!

Yes, there is a Print Shop on KCKCC's main campus for everyone to use.

Please join us for a Q & A about the Print Shop.

Learn:

- ☐ how to access the Helpdesk to send jobs
- ☐ what kinds of materials can be printed for you
- ☐ some general helpful information for when you want to print

Wednesday, September 25, 2024, 10:00-11:00am
Hybrid: Main Campus and Virtual on Teams

Refreshments will be served (at the in person event)

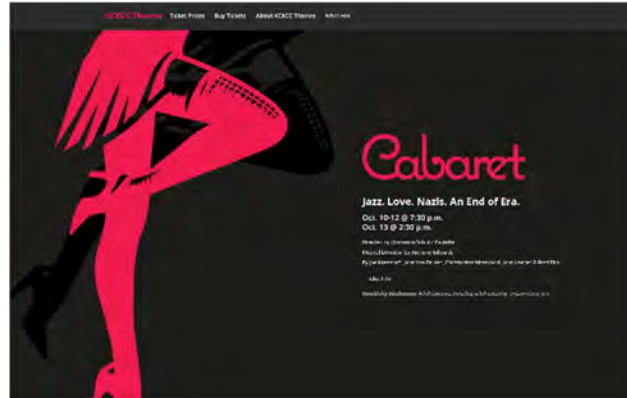


Contact sjoseph@kckcc.edu to register for this event, and indicate whether you will attend in person or virtually.

Website

The Web Administrator worked on several key projects, including the website redesign, a news/newsletter site and the wayfinding media players. He also served on the Chief Information Officer hiring committee. Other web administrator projects included:

- Created a specialty landing webpage for KCKCC Theatre's Cabaret production: <https://www.kckcc.edu/events/cabaret.html>. This webpage provides production dates and times, ticket prices and a link to purchase tickets.



- Main Campus Map Graphic: Created a new primary campus graphic for the information TVs. This map provides locational information on buildings not part of the main complex: Learning Commons, Community Education Building, Health Professions, and Centennial Hall.

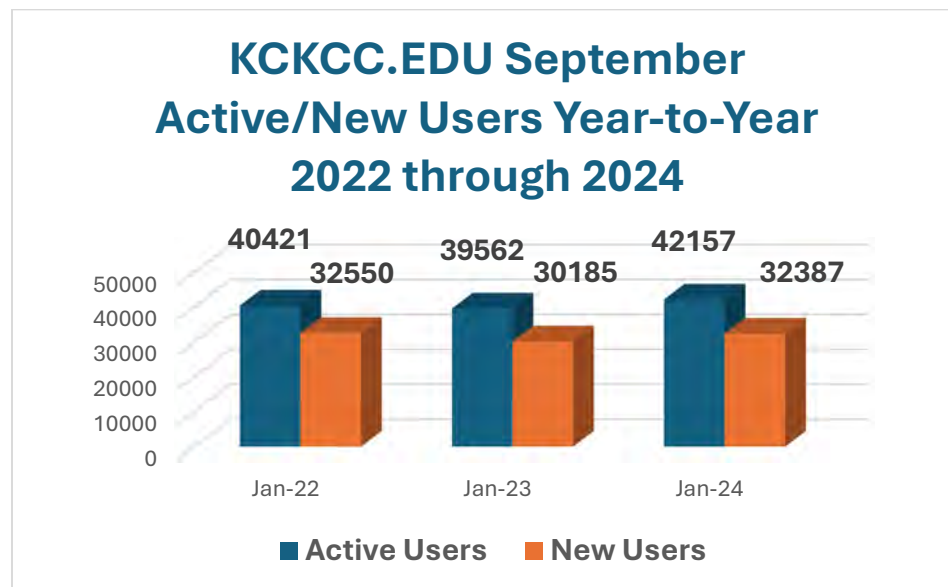


- Digital Ads: Created several digital ad sets for our current marketing campaigns. The highlight is the general ad, “Get Ready...,” which features pseudo-2D game animation.



KCKCC's Web Architect continued monthly online training sessions for the web content management system. Departments can select faculty or staff to edit their website pages or continue to submit tickets for written content changes as they have in the past. Seven employees completed the training in September. He also worked on the website redesign.

KCKCC Website Information





**Kansas City Kansas
Community College™**

MASTER CONTRACT

Between

THE BOARD OF TRUSTEES

Kansas City Kansas Community College
and THE FACULTY ASSOCIATION OF KNEA
Kansas City Kansas Community College

07/01/202~~43~~ – 06/30/202~~54~~

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Article I. Definitions

| TITLE | DEFINITIONS |
|---|---|
| ADMINISTRATION | All persons employed by the Board in the following positions: President, Vice Presidents, Chief Officers, Deans, and Directors whose salaries are not determined by the Professional Employee's salary schedule. |
| ASSOCIATION | The Kansas City Kansas Community College Faculty Association which is affiliated with the Kansas National Education Association (KNEA) and the National Education Association (NEA). |
| BOARD | The Board of Trustees of the Kansas City Kansas Community College. |
| DAYS | A day for 182-day employees and 212-day employees shall mean the regular working school day |
| DUTY DAY | Faculty duty days are those days on which a faculty member (professional employee) performs either non-teaching assignments or teaching assignments. On days in which classes are not scheduled college-wide, excluding holiday break periods, faculty will be expected to participate in entire campus meetings, committee meetings, division or departmental meetings, in-service trainings, or other specific assignments. |
| KNEA | Kansas National Education Association |
| PROFESSIONAL EMPLOYEE | Any employee employed by the Board whose salary is determined by either the 182 or 212-day Professional Employee's salary schedule. |
| Probationary Professional Employee | A Probationary Professional Employee is any Professional Employee in their first three years of continuous contract. |
| Non-Probationary Professional Employee | A Non-Probationary Professional Employee is any Professional Employee at the beginning of, or beyond, their fourth year of continuous contract. |
| INTERIM EMPLOYEE | Any employee who accepts a non-renewable contract. |
| YEAR | The year, for the 182-day employee, shall mean the 2-semester academic year. The year, for the 212-day employee, shall begin on July 1 and continue through June 30 of the following year and include the 212-days the employee contracts to work. |

Article II. General Provisions

- A. Contract Reference and Term.** The agreement set forth herein shall be included by reference in the contracts of all professional employees employed by the Kansas City Kansas Community College. This agreement shall be made part of the professional employee's individual comprehensive contract with the same force and effect as though fully set forth therein; and it shall remain in full force and effect from and after July 1, 2023 to June 30, 2024.
- B. Savings Clause.** If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid or subsisting, except to the extent permitted by law, until such time as a higher authority overturns the decision of a lower court, at which time such provision or applications shall continue in full force and effect.
- C. Successor Agreement Clause.** The Board and the Faculty Association agree that this agreement shall be binding on their successors, if any, during the term of this agreement.
- D. General Provisions.** Should any agreement in the Master Contract be inconsistent with the Policy Manual, the manual will be superseded by the Master Contract.
- E. Distribution.** Upon execution of the Master Contract, the Board will have a copy of it made available to each professional employee within thirty days in digital or hardcopy format.
- F. Amendment to Agreement.** This Agreement may be altered, changed, added to, deleted from, or modified only through the voluntary mutual consent of the parties in written and signed amendment to this Agreement.
- G. Negotiations Procedures.** Parties shall negotiate a procedure which shall be agreeable to both sides to facilitate negotiations.
- H. Memoranda of Understanding.** An agreement between the Board of Trustees of Kansas City Kansas Community College and the KCKCC Faculty Association/KNEA.

Article III. Academic Freedom Statement

The College recognizes that academic freedom is essential to the fulfillment of the purposes of higher education and acknowledges the fundamental need to protect faculty members from censorship or restraint which might interfere with their obligations in the performance of professional duties.

Accordingly, faculty members shall be guaranteed full freedom in academic presentations and discussions and may introduce political, religious or otherwise controversial materials relevant to course content (and which does not infringe upon the rights of others). When faculty members are exercising their rights to citizenship in public, they should indicate that they are not official spokespersons for the College.

Article IV. Leaves and Absences from Campus

A. Absences from Campus

1. Professional Employees must notify the Dean of their Division, when possible, if they are to be absent from campus.
2. In case of illness, notification should be given to the Professional Employee's Dean at least one hour prior to the beginning of the first class to be missed.
3. Absences should be submitted online to the Professional Employee's supervisor. If not submitted before the absence, it should be submitted as soon as the Professional Employee returns to work.
4. For the purposes of leave deductions, Professional Employees that are absent from work for a full work week will be required to submit 35 hours of leave.

B. Leaves

1. **Community Engagement Leave:** Community Engagement leave can be taken by Professional Employees that want to volunteer to support eligible programs or agencies that focuses on enriching the lives of members in the community. An eligible organization is defined as a non-profit organization, governmental organization, health care facility or public charity.
2. KCKCC will grant eight (8) hours per contract year for the purposes of participating in volunteer activities. The leave can be taken in one full day or two half days. Leave that is not used by June 30th of each fiscal year is forfeited and will not be carried into the next calendar year. Unused leave will not be paid out upon separation of employment. The leave does not vest

3. In the event of a request for consideration of any leave of this nature, each leave shall be considered on the basis of its individual merit, with the final decision resting with the Professional Employees immediate supervisor.
4. The immediate supervisor has the discretion to deny approval of the requested leave if it inters with the business needs of the department.
5. **Emergency Leave.** Subject to the approval of the President or his/her designee, a maximum of five days' absence without deduction in pay for each event during any academic year shall be allowed for reasons of death or critical illness in the immediate family. Whenever possible, requests for approval of an absence under emergency leave provisions shall be made prior to the absence.
 - a. Emergency leave time shall not accumulate.
 - b. As used herein, "immediate family" shall be used to designate the professional employee's spouse, children, parents, grandparents, brothers, sisters, aunts, uncles, or anyone of like relationship by marriage, or any person living in the household of the faculty members.
 - c. In the event of controversy, the final decision on cases involving emergency leave as rendered by the President or his/her designee may be appealed to the Board of Trustees.
 - d. Emergency leave with pay shall be limited to a total of fifteen (15) days in any academic year.
6. **Personal Leave.** Professional employees shall be granted up to three (3) days personal leave per year subject to the following provisions:
 - a. Notice of personal leave shall be made in advance of or on the day of leave. If the request is not submitted in advance or on the day of the leave, the request must be submitted within 48 hours after the employee returns to work and shall be submitted online to the professional employee's immediate supervisor for approval.
 - b. Professional employees shall not be required to state reasons for requesting personal leave.
 - c. Personal leave time may be denied if the professional employee's absence will directly interfere with the operation of the College during the time requested.
 - d. Personal leave time for 182-day faculty may be taken in 0.5 hour increments.
 - e. Personal leave time for 212-day faculty may be taken in 0.5 hour increments.

7. **Professional Leave.** Membership in professional organizations is recommended.
- a. Professional employees who attend meetings as school representatives will be reimbursed for expenses incurred.
 - b. Professional employees who attend meetings of professional organizations will be granted time off without loss of pay, provided that their request is approved prior to the meeting by their immediate supervisor.
 - c. Professional leave time may be denied if the professional employee's absence will directly interfere with the operation of the College during the time requested.
8. **Birth or Care of a Child.** This leave shall be granted for the birth, adoption or foster care of a child and must be taken within the twelve (12) month period following the birth, adoption or placement of a child. Birth or Care of a Child leave is a leave without pay as permitted under the Family Medical Leave Act of 1993. However, Professional Employees are required to use any other available paid or unpaid leave concurrently with Birth or Care of a Child Leave. This includes sick, personal or vacation leaves. All available paid leave is to be exhausted prior to having unpaid time-off under and approved Birth or Care of a Child leave.
- a. If a 182 or 212-day instructional, professional employee requests Birth or Care of a Child leave, the Professional Employee should submit their request in writing to the immediate supervisor and Human Resources. Notice should ordinarily be provided at least 30 days in advance of the requested leave. Once approved, suspension of responsibilities shall begin upon the date medically determined or at the time agreed upon by the employee and the immediate supervisor and Human Resources.
 - b. Benefit accruals, such as personal, sick or holiday benefits will be suspended during the unpaid portion of the leave. Employees will remain active in the group health insurance program. KCKCC will continue to pay the percentage of premiums normally paid for KCKCC and they will be responsible for continuing to pay the regular portion of the premiums for group health insurance coverage.
 - c. The length of the leave is to be agreed upon by the professional employee and the immediate supervisor but shall not exceed 318 days (the time equivalent of three semesters).
 - d. Upon completion of Birth or Care of a Child leave, the professional employee will be placed on the salary schedule at the next level above that which was applicable during his/her last full-time employment. No

professional employee will advance on the salary schedule more than one step per academic year.

- e. Professional employees on Birth or Care of a Child leave who wish to return to duty on a reduced hour basis prior to exhausting their leave may negotiate their return with their dean and Human Resources. The agreement is subject to the approval of the appropriate Vice President.

The agreement to return must include the nature of the work to be performed, the proportionate share of the faculty workload that the returning employee will perform, and the proportionate share of compensation of the normal workload. For example, if a faculty member has agreed to teach a three-credit hour course, he/she will be compensated at one-fifth of the compensation of the normal workload.

Declination of the leave request, including rationale, shall be submitted in writing to the professional employee no later than thirty days of leave request.

- 9. **Sick Leave.** During the first academic year of employment, each new professional employee is entitled to one day's sick leave for each month of employment.

- a. After the first academic year of employment, the full annual sick leave (ten (10) days for 182-day contract and eleven (11) days for 212-day contract) will be credited on July 1st and be available to the professional employee for use.
- b. Sick leave shall accrue from year to year without limitation.
- c. Days of accumulated sick leave credited to a professional employee under the previous sick leave policy of the college shall remain to the credit of the professional employee.
- d. Unless taken as intermittent leave under the FMLA, sick leave must be taken in no less than 0.5 hour increments per event. When sick leave is taken in connection with FMLA Intermittent leave, the amount of leave actually taken by the employee to address the circumstances that precipitated the need for the leave will be deducted from the employee's sick leave entitlement.
- e. 182-day professional employees employed for the summer session are entitled to one (1) day of sick leave without loss of pay in the case of illness. Summer sick leave days shall accrue to the total accumulative sick days at the first reporting day of the academic year.

- f. Sick leave may be used for any temporary disability due to a maternity condition.
- g. Professional Employees shall not be required to provide an explanation of the illness for which sick leave is requested. However, Professional Employees may be requested to provide a statement of health condition and/or physicians verification that they may safely return to work after three (3) consecutive days of absence on sick leave.
- h. In keeping with the FLSA compliance requirements, a professional employee who is absent for less than a full day due to sickness will still be paid the employee's regular salary even if the employee has a negative leave balance. If the professional employee has a negative leave balance and does not work any portion of their regular day due to illness, the professional employee will not receive their regular salary.

10. **Sabbatical Leave.** A professional employee will be eligible for consideration for a sabbatical leave after six years of full-time continuous service.

Sabbatical leaves related to 212-day professional employees shall equate to 106 days as equivalent to one semester.

- a. Compensation for a one-year sabbatical shall be one-half (.5) the annual contract rate based on his/her class and step. Professional employees on a one semester sabbatical shall receive one-half (.5) of the annual contract rate based on the instructor's class and step. No sabbatical leave shall extend beyond two semesters. If the professional employee on leave accepts gainful employment during the leave period, the amount of compensation received shall be deducted from the one semester's pay.
- b. The number of professional employees that may be on sabbatical leave is limited to three per academic year with no more than two on sabbatical during a single semester.

The purpose of granting such sabbatical leave is to provide an opportunity for the professional employee to pursue a fulltime approved program of study that would enhance his/her professional career for the improvement of the quality of education at the college.

- c. Upon completion of a sabbatical, the Professional Employee would be required to return to full-time instruction at the college for a period of two years.

If the Professional Employee does not complete the approved program or fails to return to full-time duties at the end of the leave period, the total sum of money paid during the sabbatical leave including fringe

benefits must be repaid to the college by July 1. If he/she returns for only a portion of the two-year requirement the amount of money owed to the college will be determined as follows:

- 1) Return for only one full semester - three-fourths (3/4) of the total sum;
- 2) Return for only two full semesters - one-half (1/2) of the total sum;
- 3) Return for only three full semesters - one-fourth (1/4) of the total sum.

Portions of semesters will not be prorated, and all amounts owed to the college will be payable upon demand. If, for any reason beyond the control of the Professional Employee, the Board does not offer the professional employee a full-time contract for either of the two years following the sabbatical, the Professional Employee shall refund none of the moneys, neither wages nor benefits.

- d. Applications for sabbatical leave must be submitted on or before the third Friday in October of each year. The initial submission must be made through the immediate supervisor in consultation with the applicant's peers.

The application will be forwarded to the Dean within the professional employee's supervisory chain. Upon approval of the Dean, the Vice President of Academic Affairs and the President, a recommendation shall be made to the Board for final action. A request for sabbatical leave which does not receive a positive recommendation from the Professional Employee's Dean, the Vice President of Academic Affairs and the President shall be deemed denied. The application should contain a general description or outline of the proposed course of study.

- e. If approved, a more detailed educational plan shall be submitted at a time designated by the Vice President of Academic Affairs, prior to the regularly scheduled meeting of the Board of Trustees in which action on the sabbatical leave request is to be considered. If approved by the Board, a contract would be proffered containing the specific terms of the program, compensation, and return agreement, etc.
- f. The Board shall reserve the right to deny all applications for sabbatical leave either because of budget limitations or if the proposed study is not deemed to be of sufficient value to the institution to warrant the additional cost. The operational efficiency of the remaining or available staff in the division would also have to be considered.

- g. Upon the Professional Employee's return to duty, he/she shall submit to the Vice President of Academic Affairs, the President or the professional employee's Dean, a full written report on sabbatical leave regarding the use of sabbatical leave and/or record of his/her activities during the period of the leave.
 - h. Upon returning to full-time professional assignments after completion of the sabbatical period, the Professional Employee will be placed on the salary schedule at the next level above that which was applicable during his/her last full-time employment. Such Professional Employee will be placed in the appropriate class on the salary schedule.
11. **Academic Leave.** A leave of absence will be considered for all Professional Employees when requested by the professional employee concerned for the purpose of furthering additional graduate level pursuits. The leave of absence shall cover one academic year only, and the graduate work shall be full time. During such periods of absence, any Professional Employee will be provided a contract for a minimum legal amount to bind same, probably one dollar (\$1.00), and the college shall assume no other financial liability. In the event federal grant funds are available to assist said Professional Employee with expenses connected with this graduate study, consideration will be given toward the allocation of same. Upon returning to full-time teaching assignments after completion of the leave of absence period, the Professional Employee will be placed on the salary schedule at the next level above that which was applicable during their last full-time employment. Such Professional Employee will be placed in the appropriate class on the salary schedule.

Notice of intention to return to active duty or a request for extension of the leave must be made prior to March 1, so that any Professional Employee(s) appointed for the interim can be notified as to whether or not their contract is to be renewed prior to March 15.

C. Other Leaves and Absences

1. Any Professional Employee desiring leave for reasons other than the above mentioned should apply in writing to the Board of Trustees through the President of the College.
2. In addition to their regular assignment, Professional Employees are expected to participate in various service and development days. The required hours of service for each activity are listed below.
 - a. Welcome Week activities
 - 1) Convocation and VPAA meeting day – 7 hours
 - 2) Assessment day – 7 hours
 - 3) Professional development day – 7 hours

- b. Division, department, and advisory board meetings (outlined by appropriate dean or department leader) -- based on scheduled meeting duration.
- c. Blue Devil Faculty Academy (new faculty) – based on scheduled session duration.
- d. Graduation activities – 3.5 hours per Commencement ceremony; 1 hour per program pinning.

ARTICLE V. Just Cause and Representation

Non-Probationary Professional Employees cannot be disciplined, discharged, or deprived of any employment right or benefit without Just Cause. Professional Employees are permitted to have union representation at disciplinary and investigatory meetings.

Article VI. Grievance Procedure

- A. **Purpose.** The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems arising from a complaint by a Professional Employee or group of professional employees based on an alleged violation, misinterpretation or misapplication by the administration of a negotiated contract or agreement, a board policy, administrative regulation or practice affecting the condition of employment. This procedure shall not apply to disputes between or among faculty members, which shall be handled by the Faculty Senate. Moreover, it is not the intent of the parties that disputes alleging unlawful discrimination be resolved through the grievance procedure. Such matters shall be resolved in accordance with the College's nondiscrimination policies. However, challenges via the grievance process to the severity of the discipline imposed by the College President in response to a finding that a faculty member has violated the College's policy prohibiting unlawful discrimination may be submitted to the Board of Trustees. In connection with such a challenge, the accused faculty member may be represented by legal counsel or a Faculty Association representative.
- B. **Steps in Procedure.** The period to file a grievance or initiate the Informal Grievance Procedure will be within thirty (30) days of the incident.
- C. **Number of Days.** All reference to number of days in this procedure shall be determined to mean working school days for Professional Employee.
- D. **The Levels in the Grievance Procedure.** The levels in the grievance procedure will be the following:
 - 1. **Informal Grievance Procedure:** Conference between the aggrieved and the administration, specifically the person against whom the grievance is being brought. If the grievance cannot be solved through the informal grievance procedure, as indicated by written notice from either party to the other, then the aggrieved shall proceed to the Formal Grievance Procedure.

2. Formal Grievance Procedure

a. Level One: Faculty Association

- i If the aggrieved person is not satisfied with the disposition of his/her grievance at the Informal Grievance Procedure level, he/she may file the grievance with the Association or its designee for transmittal within five (5) days of the conclusion of the Informal Grievance Procedure to the Faculty Unit Grievance Committee, appointed by the Faculty Association.

ii Within five (5) days after receipt of the written grievance by the Faculty Association Grievance Committee, the Faculty Association Grievance Committee will meet with the aggrieved person and his/her representative from the association ~~in an effort to resolve it to determine if the association should pursue the grievance.~~ The Faculty Association Grievance Committee shall submit its recommendation in writing to the aggrieved person, and the Association, ~~and the Administrator against whom the grievance will be brought~~ within ten (10) days of the last meeting on the matter.

iii If the association determines to pursue the grievance, the Formal Grievance process then advances to the next appropriate level. If the association determines not to pursue the grievance, the aggrieved person can still move to the next appropriate level of the Formal Grievance Procedures. A grievance against Vice Presidents or Chief Officers shall commence at Level Three. A grievance against the President shall commence at Level Four. A grievance against the Board of Trustees shall commence at Level Five.

b. Level Two: Administrator against whom the grievance is to be brought

- i If the aggrieved person is not satisfied with the disposition of his/her grievance in Level One, the grievance should be filed in writing simultaneously with the Association, or its designee, and the Administrator. ~~A grievance against Vice Presidents or Chief Officers shall commence at Level Three. A grievance against the President shall commence at Level Four. A grievance against the Board of Trustees shall commence at Level Five.~~

ii Within five (5) days after receipt of the written grievance by Administrator, the Administrator will meet with the aggrieved person and his/her representative of the Association in an effort to resolve it. After the meeting between the aggrieved and the ~~Administration~~ Administrator, the Administrator shall submit his/her decision in writing to the aggrieved person and the Association within ten (10) days after the meeting.

c. Level Three: Vice President or Chief Officer

- i. If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Two, he/she may file the grievance with the Association or its designee for transmittal within five (5) days to the appropriate vice president.
- ii. Within five (5) days after receipt of the written grievance by the Vice President or Chief Officer of the College, the Vice President or Chief Officer of the College will meet the aggrieved person and his/her representative from the Association in an effort to resolve it. The Vice President or Chief Officer of the College shall submit his/her decision in writing to the aggrieved person and the Association within ten (10) days of the last meeting on the matter.

d. Level Four: President

- i. If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Three, he/she may file the grievance with the Association or its designee for transmittal within five (5) days to the President of the College.
- ii. Within ten (10) days after receipt of the written grievance by the President of the College, the President of the College will meet the aggrieved person and his/her representative from the Association in an effort to resolve it. The President of the College shall submit his/her decision in writing to the aggrieved person and the Association within ten (10) days of the last meeting on the matter.

e. Level Five: Board of Trustees

- i. If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Four, he/she may file the grievance with the Association or its designee for transmittal within five (5) days to the Board of Trustees.
- ii. Upon receipt of the written grievance, the Board shall meet at its next regularly scheduled Board meeting with the aggrieved person and his/her representative from the Association in an effort to resolve it. If the grievance to the Board is submitted in less than ten (10) days of the next regularly scheduled Board meeting, the Board will meet with the aggrieved person and his/her representative at its following regularly scheduled Board meeting. The Board shall submit its decision in writing to the aggrieved person and the Association within ten (10) days of the meeting.

E. Rights of Professional Employees to Representation.

1. No reprisals of any kind will be taken by the Board of Trustees or by any member

or representative of the administration against any aggrieved person, any party in interest, any Grievance Representative, or any other participant in the grievance procedure by reason of such participation.

2. A Professional Employee may be represented at all stages of the grievance procedure by himself/herself or, at his/her option, by a Grievance Representative selected by the Association. If a Professional Employee is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

F. Miscellaneous

1. Documentation. At every level of the grievance, the transfer of documents must be acknowledged by the recipient with his/her signed and dated receipt. This may be accomplished in person, by either party's designated agent, or by Certified US Mail with Signature Receipt.
2. Time Limits. The number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement in writing and signed by both parties. Time limits will not become effective during the period that the administrator is either on sick leave or on professional leave conducting college business. The time limit will commence upon the administrator's return to campus.
3. Year-End Grievance. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the academic year and if left unresolved until the beginning of the following school year could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or within a maximum of 30 (thirty) days thereafter.
4. If, on levels one through four, no written decision is presented within the time allotted after the grievance hearing, such failure to act shall be considered a non-decision and the grievance will automatically advance to the next step. If, on levels one through four, the grievant and/or his/her representative fails to advance the grievance in a timely manner, the grievance shall be terminated.
5. If the Board of Trustees does not present a written decision within the time allotted after the grievance hearing, such failure to act shall be an admission that the grievance was justified and the aggrieved person shall receive the remedy he/she is seeking.
6. If, in the judgment of the Association, a grievance affects a group or class of Professional Employees, the Association may initiate and submit such grievance in writing to the Vice President of Academic Affairs directly and the processing of such grievance will be commenced at Level Three. The Association may process such a grievance through all levels of the grievance procedure even though there is no individual aggrieved person who wishes to do so. Upon written request from two or more Professional Employees, the Association must initiate a grievance

under the terms of this clause.

7. Decisions rendered at Levels Two through Four of the grievance procedure will be in writing setting forth the decision and the reasons therefore and will be transmitted promptly to all parties in interest and to the Association or its designee.
8. When it is necessary for a Grievance Representative, or other representative designated by the Association to investigate a grievance or attend a grievance meeting or hearing during the school day, the representative, upon notice to his/her immediate superior by the Association or its designee, will be released without loss of pay in order to permit participation in the activities as described above. Any employee whose appearance in such investigations, meetings, or hearings as a witness is necessary will be accorded the same right.
9. All documents, communications, and records dealing with the processing of a grievance will be filed in a separate grievance file and will not be kept in the personnel file of any of the participants.
10. Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared jointly by the Board and the Association and given appropriate distribution by the Association as to facilitate operation of the grievance procedure. The cost of preparing such forms shall be borne by the Board.

Article VII. Travel Pay

Professional Employees who are required to use their personal vehicles in the performance of professional duties will be reimbursed for such use at the rate established by the Internal Revenue Service for all college use. All Professional Employees shall submit a monthly statement of the mileage driven by them in the preceding calendar month on forms to be furnished by the college. Mileage shall be reimbursed anytime within the year when such reimbursement has accumulated to the sum of thirty-five dollars (\$35.00), but in no event later than the last working day of the Professional Employee. Only mileage claimed for travel that has received approval according to college policy will be reimbursed.

Article VIII. Severance Pay

Upon termination of employment, by retirement or release through no fault of his/her own or death, the full-time Professional Employee or his/her estate shall receive compensation equal to the number of accumulated days of sick leave in excess of ninety multiplied by the daily base rate of his/her salary class. The 90-day minimum will be decreased ten (10) days for every complete ten (10) years of service (no partial decades). No 182-day Professional Employee shall be compensated for more than one hundred eighty-two (182) days. No 212-day Professional Employee shall be compensated for more than two hundred twelve (212) days.

Article IX. Professional Workload

A. Normal Workload for Professional Employees whose primary responsibility is teaching courses and/or coordinating academic programs (including Career and Technical Education programs).

The 182-day Professional Employee shall be required to work no more than 182 days during the two-semester academic year. The 182-day Professional Employee's normal workload shall be 12-18 teaching equivalents per semester, with a normal workload maximum of 30 teaching equivalents in the two-semester year. The 182-day Professional Employee will use the Academic Calendar beginning with the first faculty contract day until the May graduation date.

The 212-day Professional Employee whose primary responsibilities include teaching courses shall be required to work no more than 212 days between July 1 to June 30th. The 212-day Professional Employee's normal workload shall be 12-18 teaching equivalents per semester, with a normal workload maximum of 30 teaching equivalents in the two-semester year. The 212-day teaching Professional Employee will use the Academic Calendar as the first 182 days of the 212 days. For the remaining 30 days of scheduled employment, the Professional Employee shall work with their immediate supervisor to determine an appropriate work schedule.

The 212-day Professional Employee who is required to teach courses over the

summer semester will follow the Academic Calendar for the summer session. The 212-day Professional Employee (teaching) who does not have required summer course responsibilities shall work with their immediate supervisor to schedule the remaining 30 days of an appropriate work schedule.

The 212-day Professional Employee (teaching) shall schedule a minimum of 21 work hours over at least three (3) days each week to occur at a KCKCC physical location (other than online or virtual) as determined by their immediate supervisor.

Professional Employees are required to provide ~~a total of~~ 10 (ten) hours of service to the College per each week. ~~The service hours shall be scheduled over a minimum of three (3) days. The distribution of the services hours to the College is as follows: The Professional Employee and their supervisor will determine the schedule for these hours.~~

These service hours must be distributed over at least three (3) days, as follows:

- Six (6) scheduled hours for student office hours
- Two (2) scheduled hours for service to students and/or the College
- Two (2) unscheduled hours for service to students and/ or the College

Student Office Hours

Professional Employees teaching at locations other than the main campus may hold their student office hours at their instructional sites for the benefit of the students. Those teaching online courses must conduct at least 50% of their required service hours at a KCKCC location.

Maintaining the scheduled student office hours should be a priority. However, these hours shall not prevent the Professional Employee's participation in campus-based activities. In the event a Professional Employee wishes to participate in a campus-based activity that requires them to miss their scheduled office hours, they should inform their supervisor and students.

Service to Students and/or the College

- Examples of service to the College include, but are not limited to, serving on search committees, engaging in relevant community service, conducting peer observations, providing additional office hours for students, and attending meetings related to the Professional Employee's job.

~~Professional Employees who teach at off-campus sites may keep office hours where they meet students. Such office hours should be for the benefit of the off-campus students. For those Professional Employees who teach online courses, no less than 50% of the required service hours shall be held on campus. Office hours of Professional Employees shall not interfere with the responsibilities of Professional Employees to participate in campus-based activities. Professional Employees will make arrangements with supervisors for participation in campus-based activities,~~

~~including but not necessarily limited to division meetings and in-services.~~

Additional Service Hours

~~For every three (3) semester hours, or fraction thereof, above 15, the Professional Employees will be required to have provide one (1) additional service hour to the College per week. Those who regularly travel or supervise student performances for their assigned duties may work with their supervisor to schedule these hours to best meet student needs. This is to be determined by the Professional Employee and his/her academic dean.~~

Unless otherwise indicated in the paragraphs below, total semester load for Professional Employees teaching combined lecture and laboratory courses will be calculated in the following way. The load for the Professional Employee for the lecture portion of a course will be one to one. The load for the Professional Employee for the lab portion of a class will be calculated at 0.7 times the contact hours for the lab portion of the course. The contact hours for the lecture portion of the class will be the same as the credit hour designation for the lecture portion of the course. The contact hours for the lab portion of a class will be two times the number of credit hours for the lab portion of the course.

For example, a 3-credit hour course that is 1 credit hour of lecture and 2 credit hours of lab, will meet 1 hour per week over a 16-week period for the lecture portion and 4 hours per week for 16 weeks for the lab. The Professional Employee will receive 1 hour of load for the lecture portion and 2.8 hours of load for the lab portion (4 hours per week * 0.7) for a total load of 3.8 for the 3-credit hour class.

Each credit hour of composition courses shall be counted as 1.25 credit hours in the computation of the workload of the Professional Employee.

Normal full-time workload for the Nursing Professional Employees shall consist of up to fifteen (15) contact hours of didactic and clinical instruction (institution/simulation/community setting) with student groups, in addition to at least ten (10) clock hours per week of service hours as previously described. Any exception to this workload must be mutually agreed to by the Professional Employee, the Dean of Health Professions and the Vice President of Academic Affairs.

Teaching load for professional employees who teach math science and nursing courses shall be calculated as one (1) hour equivalent per contact hour.

Teaching load for professional employees who teach ARTS and DIGI studio courses shall be calculated as one (1) hour equivalent per contact hour.

Contact hours which cannot be specifically designated as semester credit hours shall be calculated on the formula for credit equivalent (C.E.) as follows: C.E. = 0.7 (contact hours minus credit hours). Teaching load will be credit hours plus credit equivalent (C.E.) hours. Those contact hours in excess of credit hours plus credit equivalents

(C.E.) shall be considered as being office hours for that Professional Employee. Any teaching that cannot be designated as contact hours or credit hours shall be decided by agreement between the Division Dean and the Professional Employee.

~~Unless a waiver is granted, a total of ten (10) students in a class shall constitute a full class for purposes of computation of teaching load. For auditioned ensembles and career and technical classes, a total of eight (8) students in a class shall constitute a full class for purposes of computation of teaching load.~~

Unless a waiver is granted, the minimum class size is 10 students. For auditioned ensembles, career and technical classes that lead to an AAS or certificate, and corequisite developmental education classes, the minimum class size is 8 students.

The Vice President of Academic Affairs will have discretion to allow classes with less than ~~40~~the minimum number of students to be taught. No class that is allowed to be taught will be subject to proration. The Vice President of Academic Affairs will ~~meet~~collaborate with Deans and Department Coordinators and work closely with them in the preparation of a teaching schedule that meets the needs of the College's students and its service areas.

The maximum class size for any developmental education course at KCKCC will be 16.

~~Beginning in the fall semester of 2022 and continuing through at least the spring semester of 2024, the college will pilot a corequisite model for teaching developmental reading and writing courses. For developmental courses taught in this model, the same instructor will teach the corequisite and target courses. The enrollment maximum of the developmental corequisite course will be one-half the enrollment maximum of the target non-developmental course. It is understood that "corequisite" means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course. During this time, the college will study student success metrics and the financial cost to the institution to ascertain the efficacy of the corequisite model for KCKCC. The college administration will commit the necessary resources for the courses to run for the duration of this pilot. During this pilot, a minimum of 8 students will be considered sufficient for the developmental corequisite course to make.~~

~~Beginning in the fall semester of 2022 and continuing through at least the spring semester of 2024, the enrollment capacity for developmental education courses will be 16. During this time, the college will study student success metrics and the financial cost to the institution to ascertain the efficacy of a maximum class size of 16 for developmental education courses at KCKCC.~~

B. Coordinators' Workload

Vocational coordinators shall be compensated for coordinating duties by receiving 6 hour's release time per year.

In addition, vocational coordinators of programs that maintain external accreditation (and that do not have a full-time director) shall be compensated for additional accreditation duties by receiving up to an additional 6 (six) credit hours release time per year as determined by joint consultation of vocational coordinator and the respective Dean using the accreditation release chart as guidance. Total release time will be subject to final approval of the Vice President of Academic Affairs.

Vocational Coordinator Accreditation Release Chart

| A. | Flat Accreditation Release Per Semester | Reassigned Time per semester |
|-----------|--|---|
| | Program Accreditation required | 2 credits |
| | Program Accreditation not required | Up to 1 credit |
| B. | Semester Prior to Accreditation Visit | |
| | Program Accreditation required | 3 credits |
| | Program Accreditation not required | Up to 2 credits |
| C. | Semester After Accreditation Visit | |
| | Program Accreditation required | Up to 2 credits (depending on visit outcomes) |
| | Program Accreditation not required | Up to 2 credits (depending on visit outcomes) |
| D. | Semester of Visit. Same as A. or B. | VPAA Approved Rate |

Those coordinators with internship students will compute credit hour equivalency at the rate of 0.2 times the number of students enrolled.

C. Adjunct Coordinators

Adjunct Coordinators will receive reassigned time for the Fall and/or Spring semesters. The reassigned time will be allocated based on the number of adjuncts currently teaching in the discipline-division that semester. The reassigned time is as follows:

| | |
|----------------|---------------------------|
| 1-20 adjuncts | 1 reassigned credit hour |
| 21-50 adjuncts | 2 reassigned credit hours |
| 51+ adjuncts | 3 reassigned credit hours |

D. 212 Day Non-teaching Professional Employee Workload

The 212-day Professional Employee shall be required to work no more than 212 days during the July 1 - June 30 contract year. The employee shall work with the supervisor to determine the work schedule. Requests for leave shall not be unreasonably denied. A Professional Employee starting employment after the commencement of the regular 212 contract periods will be expected to work a prorated number of days and shall receive prorated pay based on the number of working days remaining in the fiscal year.

Each individual on a 212-day contract shall work with their immediate supervisor to determine non-assigned time for the year. Upon request, the individual may receive one block of non-assigned time that is up to two weeks in length and two blocks of non-assigned time that are up to one week in length. The maximum length for any block of non-assigned time is two weeks. An individual starting employment after the commencement of the regular 212-day contract period will receive prorated blocks of non-assigned time based on the percentage of working days remaining in the fiscal year.

When the college is open five days per week, 212 day employees shall work a 35-hour week across five (5) days, or for an equivalent period, as approved by the immediate supervisor. When the college is open four days per week, 212 day employees shall work a 28-hour week across four (4) days, or for an equivalent period, as approved by the immediate supervisor.

E. Special Assignments

If a Professional Employee has a teaching load below thirty (30) credit hours or its equivalent for both semesters, the Professional Employee may be assigned up to thirty (30) clock hours per semester. The Division Dean and the instructor may mutually arrange for the Professional Employee to perform assignments which will be in the area of the professional employee's expertise where the College has a need. Such assignment shall be assigned on a non-discriminatory basis. A copy of the work schedule as approved by the Division Dean shall be provided for the Vice President of Academic Affairs prior to the commencement of the assignment.

For each credit hour equivalency, the Professional Employee may be assigned up to thirty (30) clock hours per semester.

F. Professional Service

Professional Service includes: classroom instruction, office hours, division meetings, in-service programs, assessment/advisement, and institution-related service. The duty day shall not exceed twelve (12) hours without written consent of the professional employee and administration. Time between days shall not be less than twelve (12) hours without written consent of the Professional Employee and administration. The duty day is the time from first instructional responsibility until the last instructional duty is finished.

G. Outside Employment

Professional Employees will be expected to devote full-time to their positions with the college. No outside employment will be allowed which will interfere or conflict with the Professional Employee's scheduled classroom work or office hours, or any other college required schedules, or be considered a professional conflict of interest.

H. Work Week

No Professional Employee shall be required to work more than five (5) days during any one calendar week.

I. Academic Calendar

The academic calendar shall be mutually developed by the Vice President of Academic Affairs and Faculty Senate and presented to the Board for approval. Parameters will be worked out prior to developing the calendar. A target date for completing the calendar will be December 1.

J. Release Time for Faculty Association President, Faculty Senate President and College Senate President

The elected President of the Faculty Association, the College Senate and the Faculty Senate shall each receive three (3) credit hours per semester as part of their normal workload for duties related to their respective positions.

The elected presidents of both the Faculty Senate and the College Senate, when the College Senate President is a member of the faculty, will be members of the President's Extended Cabinet and each will be considered service hours for serving on the PEC.

The past president of the Faculty Senate will serve as an ex officio of the President's Extended Cabinet and this will be considered service hours for serving on the PEC.

Article X. Professional Employee Evaluation

- a) Kansas state statute governs policies for Professional Employee performance evaluations.
- b) Kansas City Kansas Community College (KCKCC) is committed to a faculty evaluation process that fosters continuous improvement, high quality instruction, and beneficial support services for students.
- c) KCKCC believes our Professional Employees strive for excellence, and the Professional Employee evaluation process is an opportunity to showcase their work both in and out of the classroom. While similar in purpose, the information required to complete an informative evaluation process will vary based on Professional Employee classification. To that end, the performance evaluation process supports the diverse and complex nature of varying Professional Employee roles by utilizing multiple instruments for evaluation.

- d) The Professional Employee evaluation process is conducted between the Professional Employee member and the evaluating supervisor. A Professional Employee member can request to include the appropriate Vice President, either the Vice President of Academic Affairs (VPAA) or Vice President of Student Affairs (VPSA), in this evaluation process.
- e) The following instruments may be utilized in the evaluation process and are maintained within the KCKCC Faculty Handbook. In the event an approved instrument requires modification, these changes must be mutually agreed upon by the Association President and the VPAA or VPSA, as appropriate.

- a. Student surveys
- b. Communication samples
- c. Observation by the evaluating supervisor and/or peer
- d. Assessment reflection
- e. Service to KCKCC
- f. Self-selected instruments
 - 1. Observation of Peer
 - 2. Observation by External Partner
 - 3. Work Samples
 - 4. Professional Development Plan
 - 5. Specialized Non-instructional Professional Employee Assessment
 - 6. Other self-developed assessment tool

f) Portfolio Assessment:

- a. A portfolio will be submitted by the Professional Employee during each evaluation year. The complete timeline for portfolio submission is outlined in the KCKCC Faculty Handbook.
 - 1. Probationary Professional Employees will submit a portfolio and complete the summative evaluation process in Year 1, Year 2, and Year 3 of professional employment. The portfolio will contain the following items:
 - a. Student surveys (administered each semester in each section taught)
 - b. Communication samples
 - c. Observation by the evaluation supervisor
 - d. Observation by a peer
 - e. Assessment reflection
 - f. One or more self-selected evaluation instruments
 - 2. Non-probationary Professional Employees will upload documents to submit a final portfolio and complete the summative evaluation process every three years (Year 6, Year 9, etc.). The portfolio will contain the following items:

- a. Student surveys (administered each semester in each section taught)
 - b. Communication samples
 - c. Observation by the evaluating supervisor or peer
 - d. Assessment reflection
 - e. Service to KCKCC
 - f. Two or more self-selected evaluation instruments
- g) A Professional Employee has the right to prepare an alternative written summary to the original appraisal. This response will be attached to the original appraisal report and placed in the Professional Employee's personnel file.
- h) In accordance with Kansas law, written notice to terminate the contract of a probationary Professional Employee shall be served by the Board upon the Professional employee on or before the third Friday in May.
- i) All Professional Employees will have the opportunity to complete an annual feedback form for their respective supervisors. The instrument for this feedback is in the Faculty Handbook.
- j) All evaluation documents and responses by Professional Employees are to be maintained in a personnel file for Professional Employees for a period of not less than 3 years from the date each evaluation is made.
- k) Procedures and techniques used in the performance appraisal of counselors shall conform to the ethical and privacy standards accepted within the profession.
- l) When there is significant concern related to a Professional Employee's performance, the evaluating supervisor will alert Human Resources and the VPAA or VPSA that an off-cycle evaluation will be initiated. The process and instruments utilized will be reviewed with the Professional Employee prior to initiation of the off-cycle evaluation.
- m) All instruments utilized for Professional Employee evaluation will be mutually agreed upon by representatives of the Faculty Association and administration. In the event an approved instrument requires modification, these changes must be mutually agreed upon by the president of the Faculty Association and the appropriate Vice President, VPAA or VPSA.

Article XI. Contract Release and Liquidated Damages

If a Professional Employee does not intend to extend their contract for the following academic year, written notice shall be provided to the Human Resources office on or before the 14th calendar day following the third Friday in May. Following this date, the Professional Employee will be considered under contract for the following academic year.

If a Professional Employee desires a release from his/her contract after the 14th calendar day following the third Friday in May, but prior to the first reporting day of the school year, said Professional Employee shall request such release by written request to the Board of Trustees through the office of the President. The Board of Trustees may, but shall not be obligated to, grant said release. In the event the Board of Trustees shall grant said release, the Professional Employee shall pay to the College such sums of

money as the Board of Trustees shall determine under the circumstances of the case, but in no event shall said sum exceed five hundred (\$500.00) dollars.

In the event a Professional Employee who is under contract to the College fails to report for duty on the first duty day without prior consent of or a reasonable explanation to the President of the College, or his designee, such failure to report shall be considered a breach of the contract by the Professional Employee, and said professional employee shall be terminated and shall pay to the College the sum of one thousand (\$1,000.00) dollars as and for liquidated damages.

If a Professional Employee desires a release from his/her contract at any time between the first duty day and the last duty day of the academic year, said Professional Employee shall request such release by written request to the Board of Trustees through the office of the President. The Board of Trustees may, but shall not be obligated to, grant said release. In the event the Board of Trustees shall grant said release, the Professional Employee shall pay to the College such sums of money as the Board of Trustees shall determine under the circumstances of the case, but in no event shall said sum exceed one thousand five hundred (\$1,500.00) dollars.

Article XII. Reduction in Force

- A. Prior to recommending to the Board to reduce the number of Professional Employees, the administration shall attempt to provide the professional employee or employees with a full load as defined in the master contract's professional workload provisions by assigning the Professional Employee or employees any day or evening classes which are assigned to either part-time or interim employees. If a full load cannot be achieved in accordance with the provisions of Article VII (G) (professional duty day), said Professional Employee shall waive the provisions of Article VII (G) in order to achieve a full load.
- B. When the Board of Trustees, in their sole judgment, deems it advisable to reduce the number of Professional Employees for any reason beyond the control of the professional employees, such reduction in force shall be carried out by non-renewing the contract of the Professional Employee or employees with the least continuous service with the Kansas City Kansas Community College within the discipline where the reduction is to be effected. Should two or more Professional Employees have equal periods of continuous service, the professional employee with the highest number of hours applicable to lateral movement on the salary schedule shall be retained.
- C. Any Professional Employee whose contract is non-renewed pursuant to the provisions of paragraph B above shall have preference in connection with any future positions as a Professional Employee which may be available within said professional employee's discipline. Such preference shall be offered for a period of two (2) years following the date of the Professional Employee's last working day. If a Professional Employee rejects reemployment or fails to report acceptance of recall as directed within fourteen

(14) days after receiving a recall notice, such action or failure to act by the Professional Employee shall be construed as a resignation. Notification of recall will be sent by certified mail.

- D. If a laid off Professional Employee is recalled and begins employment during the next academic year, the Professional Employee will be reimbursed by the College for his/her actual expense for participation in the College's insurance plans during the period of lay off the same as employed Professional Employees. A laid off Professional Employee and his/her family shall continue to be eligible for participation in the College's insurance plans at his/her own expense for a period of two (2) years from the date of the Professional Employee's last working day.

Article XIII. Compensation

A. Salary Schedule

1. The Class IV Step 1 182-day salary base for the 202~~43~~⁴-202~~54~~⁴ year will be ~~\$47,601.70~~\$49,505.77.
2. The Class IV Step 1 212-day salary base for the ~~2023~~2024-~~2024~~2025 year will be ~~\$55,446.47~~\$57,664.32.
3. ~~All faculty shall receive one step increase (\$1,904.07 for Step A and \$2,218.24 for Step B). For the 2024-2025 contract year, all Professional Employees will receive a 4% increase to their base salary. For the 2024-2025 contract year, no Professional Employee will advance a step on the KCKCC Salary Schedule. Class movement as determined by continued education will be allowed.~~
4. ~~For employees currently on Step 21 as of FY22-23, their salary will be adjusted by an amount equal to the adjustment to the base salary for each Class (ranges of increases from \$273.94 to \$340.36 for 21A; and \$320.46 to \$396.43 for 21B). They will also receive an adjustment to their salary equivalent to one step (\$1,904.07 for Step A and \$2,218.24 for Step B). These increases will be part of the faculty member's ongoing salary.~~

Professional Employees continuously employed by the College shall be compensated in accordance with Salary Schedule attached.

Step and class structure of the salary schedule and index are set forth below.

B. Conditions

1. (a) Advancement on the salary schedule up to and including Step 21 shall be at the rate of one step per year of satisfactory service. As stated above, during the 2024-2025 contract year, no Professional Employee will advance a step on the KCKCC Salary Schedule. No Professional Employee shall advance more than one step per year.

(b) There is no Kansas City Kansas Community College requirement of additional credit hours in order to advance each step on the salary schedule, however, each Professional Employee must take whatever courses are necessary, if any, to maintain his/her certification.

2. Pay will be distributed twice monthly over a 12-month period through direct

deposit according to the pay schedule established by the College.

3. Overload pay and pay for teaching summer courses shall be 2.1% of the base salary per semester hour equivalent for the duration of this contract. The Professional Employee is allowed to teach up to 24 T.E.'s per semester as overload.

3.1 Reference and Note: Payment for faculty teaching overload in fall will occur in one (1) payment on the first pay cycle in November. Payment for faculty teaching overload in spring will occur in one (1) payment on the first pay cycle in April.

Faculty not teaching or reassigned to other projects for a full 30 credit annual load will be required to repay any overpayments. Summer pay will be paid over four installments beginning with the June 15 pay date and ending with the July 31 pay date.

4. Co-curricular activities and assignments shall be compensated with supplemental income of no less than 6% of the base salary (Class II Step 1).
5. Any Professional Employee who may work additional days outside the school year shall be compensated at the hourly rate of 0.1% of the base salary.
6. Professional Employees who teach applied lessons in the music department will be compensated as the number of credit hours multiplied by ~~.25~~33.
7. Professional Employees who teach honors courses will be compensated at 1.4 times the course contact hours. Professional Employees who teach individual students who enroll in non-honors courses for honors credit will be compensated at 1.4 times the course contact hours times .07, times the number of students.
8. Professional Employees, their spouses, and legal dependents meeting the IRS definition of dependent, as well as KCKCC retirees and their spouses, are eligible for a 100% employee scholarship for classes taken at KCKCC. Professional Employee will be responsible for paying any course fees associated with a class in which they are enrolled. Priority of enrollment in classes will be given to students who pay full tuition up to and including the first day of classes.
 - a) KCKCC dependents will not be denied continuation in the program if they have satisfactorily completed the preceding semester.
 - b) Dependents who pay full tuition to ensure their spot will not be required

to pay the 2nd half of the full tuition if the program is not full on the first day of classes.

The scholarship shall cover Kansas Resident tuition and fees for courses taken through KCKCC. After the completion of twelve credit hours, the employee must satisfactorily complete a minimum of 50% of all courses—including the initial 12 hours—and must maintain a 2.0 GP in order for the scholarship to be renewed.

Those employees and retirees interested in obtaining an employee scholarship for themselves, their spouse, and/or legal dependent(s) must complete an Employee Tuition Scholarship Application and submit it to the Chief Financial Officer.

Base Salary for Schedule:

"A" designates the 182-days faculty line

"B" designates the 212-days faculty line

KCKCC SALARY SCHEDULE FOR 202~~43~~⁴⁴-202~~54~~⁵⁵Base Salary for Schedule: \$~~47,604.70~~^{49,505.77}

| | | AAS/Cert | B.A | B.A+Cert | M.A | M.A+15 | M.A+30 | M.A+45 | Doctorate |
|------|--------|-------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Step | Status | Class1 | Class2 | Class3 | Class4 | Class5 | Class6 | Class7 | Class8 |
| 1 | A | \$42,079.90 | \$44,555.19 | \$ 47,030.48 | \$ 49,505.77 | \$ 51,981.06 | \$ 54,456.34 | \$ 56,931.63 | \$ 61,882.21 |
| | B | \$49,421.61 | \$51,896.90 | \$ 54,778.13 | \$ 57,664.32 | \$ 60,545.55 | \$ 63,431.74 | \$ 66,312.98 | \$ 72,080.40 |
| 2 | A | \$44,060.13 | \$46,535.42 | \$ 49,010.71 | \$ 51,486.00 | \$ 53,961.29 | \$ 56,436.58 | \$ 58,911.86 | \$ 63,862.44 |
| | B | \$51,728.58 | \$54,203.87 | \$ 57,085.10 | \$ 59,971.29 | \$ 62,852.52 | \$ 65,738.71 | \$ 68,619.95 | \$ 74,387.37 |
| 3 | A | \$46,040.36 | \$48,515.65 | \$ 50,990.94 | \$ 53,466.23 | \$ 55,941.52 | \$ 58,416.81 | \$ 60,892.09 | \$ 65,842.67 |
| | B | \$54,035.55 | \$56,510.83 | \$ 59,392.07 | \$ 62,278.26 | \$ 65,159.49 | \$ 68,045.68 | \$ 70,926.91 | \$ 76,694.34 |
| 4 | A | \$48,020.59 | \$50,495.88 | \$ 52,971.17 | \$ 55,446.46 | \$ 57,921.75 | \$ 60,397.04 | \$ 62,872.33 | \$ 67,822.90 |
| | B | \$56,342.51 | \$58,817.80 | \$ 61,699.04 | \$ 64,585.22 | \$ 67,466.46 | \$ 70,352.65 | \$ 73,233.88 | \$ 79,001.30 |
| 5 | A | \$50,000.83 | \$52,476.11 | \$ 54,951.40 | \$ 57,426.69 | \$ 59,901.98 | \$ 62,377.27 | \$ 64,852.56 | \$ 69,803.13 |
| | B | \$58,649.48 | \$61,124.77 | \$ 64,006.01 | \$ 66,892.19 | \$ 69,773.43 | \$ 72,654.67 | \$ 75,540.85 | \$ 81,308.27 |
| 6 | A | \$51,981.06 | \$54,456.34 | \$ 56,931.63 | \$ 59,406.92 | \$ 61,882.21 | \$ 64,357.50 | \$ 66,832.79 | \$ 71,783.36 |
| | B | \$60,956.45 | \$63,431.74 | \$ 66,312.98 | \$ 69,199.16 | \$ 72,080.40 | \$ 74,961.63 | \$ 77,847.82 | \$ 83,615.24 |
| 7 | A | \$53,961.29 | \$56,436.58 | \$ 58,911.86 | \$ 61,387.15 | \$ 63,862.44 | \$ 66,337.73 | \$ 68,813.02 | \$ 73,763.59 |
| | B | \$63,263.42 | \$65,738.71 | \$ 68,619.95 | \$ 71,506.13 | \$ 74,387.37 | \$ 77,268.60 | \$ 80,154.79 | \$ 85,922.21 |
| 8 | A | \$55,941.52 | \$58,416.81 | \$ 60,892.09 | \$ 63,367.38 | \$ 65,842.67 | \$ 68,317.96 | \$ 70,793.25 | \$ 75,743.83 |
| | B | \$65,570.39 | \$68,045.68 | \$ 70,926.91 | \$ 73,808.15 | \$ 76,694.34 | \$ 79,575.57 | \$ 82,461.76 | \$ 88,224.23 |
| 9 | A | \$57,921.75 | \$60,397.04 | \$ 62,872.33 | \$ 65,347.61 | \$ 67,822.90 | \$ 70,298.19 | \$ 72,773.48 | \$ 77,724.06 |
| | B | \$67,877.36 | \$70,352.65 | \$ 73,233.88 | \$ 76,115.12 | \$ 79,001.30 | \$ 81,882.54 | \$ 84,768.73 | \$ 90,531.20 |
| 10 | A | \$59,901.98 | \$62,377.27 | \$ 64,852.56 | \$ 67,327.84 | \$ 69,803.13 | \$ 72,278.42 | \$ 74,753.71 | \$ 79,704.29 |
| | B | \$70,179.38 | \$72,654.67 | \$ 75,540.85 | \$ 78,422.09 | \$ 81,308.27 | \$ 84,189.51 | \$ 87,070.74 | \$ 92,838.17 |
| 11 | A | \$61,882.21 | \$64,357.50 | \$ 66,832.79 | \$ 69,308.08 | \$ 71,783.36 | \$ 74,258.65 | \$ 76,733.94 | \$ 81,684.52 |
| | B | \$72,486.35 | \$74,961.63 | \$ 77,847.82 | \$ 80,729.06 | \$ 83,615.24 | \$ 86,496.48 | \$ 89,377.71 | \$ 95,145.14 |
| 12 | A | \$63,862.44 | \$66,337.73 | \$ 68,813.02 | \$ 71,288.31 | \$ 73,763.59 | \$ 76,238.88 | \$ 78,714.17 | \$ 83,664.75 |
| | B | \$74,793.31 | \$77,268.60 | \$ 80,154.79 | \$ 83,036.02 | \$ 85,922.21 | \$ 88,803.45 | \$ 91,684.68 | \$ 97,452.10 |
| 13 | A | \$65,842.67 | \$68,317.96 | \$ 70,793.25 | \$ 73,268.54 | \$ 75,743.83 | \$ 78,219.11 | \$ 80,694.40 | \$ 85,644.98 |
| | B | \$77,100.28 | \$79,575.57 | \$ 82,461.76 | \$ 85,342.99 | \$ 88,224.23 | \$ 91,110.42 | \$ 93,991.65 | \$ 99,759.07 |
| 14 | A | \$67,822.90 | \$70,298.19 | \$ 72,773.48 | \$ 75,248.77 | \$ 77,724.06 | \$ 80,199.34 | \$ 82,674.63 | \$ 87,625.21 |
| | B | \$79,407.25 | \$81,882.54 | \$ 84,768.73 | \$ 87,649.96 | \$ 90,531.20 | \$ 93,417.38 | \$ 96,298.62 | \$102,066.04 |
| 15 | A | \$69,803.13 | \$72,278.42 | \$ 74,753.71 | \$ 77,229.00 | \$ 79,704.29 | \$ 82,179.57 | \$ 84,654.86 | \$ 89,605.44 |
| | B | \$81,714.22 | \$84,189.51 | \$ 87,075.70 | \$ 89,956.93 | \$ 92,838.17 | \$ 95,724.35 | \$ 98,605.59 | \$104,373.01 |
| 16 | A | \$71,783.36 | \$74,258.65 | \$ 76,733.94 | \$ 79,209.23 | \$ 81,684.52 | \$ 84,159.81 | \$ 86,635.09 | \$ 91,585.67 |
| | B | \$84,021.19 | \$86,496.48 | \$ 89,382.66 | \$ 92,263.90 | \$ 95,145.14 | \$ 98,031.32 | \$100,912.56 | \$106,679.98 |
| 17 | A | \$73,763.59 | \$76,238.88 | \$ 78,714.17 | \$ 81,189.46 | \$ 83,664.75 | \$ 86,140.04 | \$ 88,615.32 | \$ 93,565.90 |
| | B | \$86,328.16 | \$88,803.45 | \$ 91,689.63 | \$ 94,570.87 | \$ 97,452.10 | \$100,338.29 | \$103,219.53 | \$108,986.95 |
| 18 | A | \$75,743.83 | \$78,219.11 | \$ 80,694.40 | \$ 83,169.69 | \$ 85,644.98 | \$ 88,120.27 | \$ 90,595.56 | \$ 95,546.13 |
| | B | \$88,635.13 | \$91,110.42 | \$ 93,996.60 | \$ 96,877.84 | \$ 99,759.07 | \$102,640.31 | \$105,526.50 | \$111,293.92 |
| 19 | A | \$77,724.06 | \$80,199.34 | \$ 82,674.63 | \$ 85,149.92 | \$ 87,625.21 | \$ 90,100.50 | \$ 92,575.79 | \$ 97,526.36 |
| | B | \$90,942.10 | \$93,417.38 | \$ 96,303.57 | \$ 99,184.81 | \$102,066.04 | \$104,947.28 | \$107,833.46 | \$113,600.89 |
| 20 | A | \$79,704.29 | \$82,179.57 | \$ 84,654.86 | \$ 87,130.15 | \$ 89,605.44 | \$ 92,080.73 | \$ 94,556.02 | \$ 99,506.59 |
| | B | \$93,249.06 | \$95,724.35 | \$ 98,610.54 | \$101,486.82 | \$104,373.01 | \$107,254.25 | \$110,140.43 | \$115,902.90 |
| 21 | A | \$81,684.52 | \$84,159.81 | \$ 86,635.09 | \$ 89,110.38 | \$ 91,585.67 | \$ 94,060.96 | \$ 96,536.25 | \$101,486.82 |
| | B | \$95,556.03 | \$98,031.32 | \$100,917.51 | \$103,793.79 | \$106,679.98 | \$109,561.22 | \$112,447.40 | \$118,209.87 |

| | | AAS/Cert | B.A. | B.A.+Cert | M.A. | M.A.+15 | M.A.+30 | M.A.+45 | |
|---------------|--------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|---------------|
| Step | Status | Class1 | Class2 | Class3 | Class4 | Class5 | Class6 | Class7 | |
| 1 | A | \$ 40,461.45 | \$ 42,841.53 | \$ 45,221.62 | \$ 47,601.70 | \$ 49,981.79 | \$ 52,361.88 | \$ 54,741.96 | \$ |
| | B | \$ 47,520.78 | \$ 49,900.87 | \$ 52,671.29 | \$ 55,446.47 | \$ 58,216.89 | \$ 60,992.06 | \$ 63,762.48 | \$ |
| 2 | A | \$ 42,365.52 | \$ 44,745.60 | \$ 47,125.69 | \$ 49,505.77 | \$ 51,885.86 | \$ 54,265.94 | \$ 56,646.03 | \$ |
| | B | \$ 49,739.02 | \$ 52,119.11 | \$ 54,889.53 | \$ 57,664.71 | \$ 60,435.12 | \$ 63,210.30 | \$ 65,980.72 | \$ |
| 3 | A | \$ 44,269.59 | \$ 46,649.67 | \$ 49,029.76 | \$ 51,409.84 | \$ 53,789.93 | \$ 56,170.01 | \$ 58,550.10 | \$ |
| | B | \$ 51,957.26 | \$ 54,337.35 | \$ 57,107.77 | \$ 59,882.94 | \$ 62,653.36 | \$ 65,428.54 | \$ 68,198.96 | \$ |
| 4 | A | \$ 46,173.65 | \$ 48,553.74 | \$ 50,933.82 | \$ 53,313.91 | \$ 55,693.99 | \$ 58,074.08 | \$ 60,454.17 | \$ |
| | B | \$ 54,175.50 | \$ 56,555.59 | \$ 59,326.00 | \$ 62,101.18 | \$ 64,871.60 | \$ 67,646.78 | \$ 70,417.20 | \$ |
| 5 | A | \$ 48,077.72 | \$ 50,457.81 | \$ 52,837.89 | \$ 55,217.98 | \$ 57,598.06 | \$ 59,978.15 | \$ 62,358.23 | \$ |
| | B | \$ 56,393.74 | \$ 58,773.83 | \$ 61,544.24 | \$ 64,319.42 | \$ 67,089.84 | \$ 69,860.26 | \$ 72,635.44 | \$ |
| 6 | A | \$ 49,981.79 | \$ 52,361.88 | \$ 54,741.96 | \$ 57,122.05 | \$ 59,502.13 | \$ 61,882.22 | \$ 64,262.30 | \$ |
| | B | \$ 58,611.98 | \$ 60,992.06 | \$ 63,762.48 | \$ 66,537.66 | \$ 69,308.08 | \$ 72,078.50 | \$ 74,853.68 | \$ |
| 7 | A | \$ 51,885.86 | \$ 54,265.94 | \$ 56,646.03 | \$ 59,026.11 | \$ 61,406.20 | \$ 63,786.28 | \$ 66,166.37 | \$ |
| | B | \$ 60,830.22 | \$ 63,210.30 | \$ 65,980.72 | \$ 68,755.90 | \$ 71,526.32 | \$ 74,296.74 | \$ 77,071.92 | \$ |
| 8 | A | \$ 53,789.93 | \$ 56,170.01 | \$ 58,550.10 | \$ 60,930.18 | \$ 63,310.27 | \$ 65,690.35 | \$ 68,070.44 | \$ |
| | B | \$ 63,048.46 | \$ 65,428.54 | \$ 68,198.96 | \$ 70,969.38 | \$ 73,744.56 | \$ 76,514.98 | \$ 79,290.16 | \$ |
| 9 | A | \$ 55,693.99 | \$ 58,074.08 | \$ 60,454.17 | \$ 62,834.25 | \$ 65,214.34 | \$ 67,594.42 | \$ 69,974.51 | \$ |
| | B | \$ 65,266.70 | \$ 67,646.78 | \$ 70,417.20 | \$ 73,187.62 | \$ 75,962.80 | \$ 78,733.22 | \$ 81,508.40 | \$ |
| 10 | A | \$ 57,598.06 | \$ 59,978.15 | \$ 62,358.23 | \$ 64,738.32 | \$ 67,118.40 | \$ 69,498.49 | \$ 71,878.57 | \$ |
| | B | \$ 67,480.18 | \$ 69,860.26 | \$ 72,635.44 | \$ 75,405.86 | \$ 78,181.04 | \$ 80,951.46 | \$ 83,721.88 | \$ |
| 11 | A | \$ 59,502.13 | \$ 61,882.22 | \$ 64,262.30 | \$ 66,642.39 | \$ 69,022.47 | \$ 71,402.56 | \$ 73,782.64 | \$ |
| | B | \$ 69,698.42 | \$ 72,078.50 | \$ 74,853.68 | \$ 77,624.10 | \$ 80,399.28 | \$ 83,169.70 | \$ 85,940.12 | \$ |
| 12 | A | \$ 61,406.20 | \$ 63,786.28 | \$ 66,166.37 | \$ 68,546.46 | \$ 70,926.54 | \$ 73,306.63 | \$ 75,686.71 | \$ |
| | B | \$ 71,916.66 | \$ 74,296.74 | \$ 77,071.92 | \$ 79,842.34 | \$ 82,617.52 | \$ 85,387.94 | \$ 88,158.36 | \$ |
| 13 | A | \$ 63,310.27 | \$ 65,690.35 | \$ 68,070.44 | \$ 70,450.52 | \$ 72,830.61 | \$ 75,210.69 | \$ 77,590.78 | \$ |
| | B | \$ 74,134.90 | \$ 76,514.98 | \$ 79,290.16 | \$ 82,060.58 | \$ 84,831.00 | \$ 87,606.18 | \$ 90,376.60 | \$ |
| 14 | A | \$ 65,214.34 | \$ 67,594.42 | \$ 69,974.51 | \$ 72,354.59 | \$ 74,734.68 | \$ 77,114.76 | \$ 79,494.85 | \$ |
| | B | \$ 76,353.13 | \$ 78,733.22 | \$ 81,508.40 | \$ 84,278.82 | \$ 87,049.24 | \$ 89,824.42 | \$ 92,594.84 | \$ |
| 15 | A | \$ 67,118.40 | \$ 69,498.49 | \$ 71,878.57 | \$ 74,258.66 | \$ 76,638.74 | \$ 79,018.83 | \$ 81,398.92 | \$ |
| | B | \$ 78,571.37 | \$ 80,951.46 | \$ 83,726.64 | \$ 86,497.06 | \$ 89,267.48 | \$ 92,042.66 | \$ 94,813.08 | \$ |
| 16 | A | \$ 69,022.47 | \$ 71,402.56 | \$ 73,782.64 | \$ 76,162.73 | \$ 78,542.81 | \$ 80,922.90 | \$ 83,302.98 | \$ |
| | B | \$ 80,789.61 | \$ 83,169.70 | \$ 85,944.88 | \$ 88,715.30 | \$ 91,485.72 | \$ 94,260.90 | \$ 97,031.32 | \$ |
| 17 | A | \$ 70,926.54 | \$ 73,306.63 | \$ 75,686.71 | \$ 78,066.80 | \$ 80,446.88 | \$ 82,826.97 | \$ 85,207.05 | \$ |
| | B | \$ 83,007.85 | \$ 85,387.94 | \$ 88,163.12 | \$ 90,933.54 | \$ 93,703.96 | \$ 96,479.14 | \$ 99,249.55 | \$ |
| 18 | A | \$ 72,830.61 | \$ 75,210.69 | \$ 77,590.78 | \$ 79,970.86 | \$ 82,350.95 | \$ 84,731.03 | \$ 87,111.12 | \$ |
| | B | \$ 85,226.09 | \$ 87,606.18 | \$ 90,381.36 | \$ 93,151.78 | \$ 95,922.20 | \$ 98,692.61 | \$ 101,467.79 | \$ |
| 19 | A | \$ 74,734.68 | \$ 77,114.76 | \$ 79,494.85 | \$ 81,874.93 | \$ 84,255.02 | \$ 86,635.10 | \$ 89,015.19 | \$ |
| | B | \$ 87,444.33 | \$ 89,824.42 | \$ 92,599.60 | \$ 95,370.02 | \$ 98,140.43 | \$ 100,910.85 | \$ 103,686.03 | \$ |
| 20 | A | \$ 76,638.74 | \$ 79,018.83 | \$ 81,398.92 | \$ 83,779.00 | \$ 86,159.09 | \$ 88,539.17 | \$ 90,919.26 | \$ |
| | B | \$ 89,662.57 | \$ 92,042.66 | \$ 94,817.84 | \$ 97,583.50 | \$ 100,358.67 | \$ 103,129.09 | \$ 105,904.27 | \$ |
| 21 | A | \$ 78,542.81 | \$ 80,922.90 | \$ 83,302.98 | \$ 85,683.07 | \$ 88,063.15 | \$ 90,443.24 | \$ 92,823.32 | \$ |
| | B | \$ 91,880.81 | \$ 94,260.90 | \$ 97,036.08 | \$ 99,801.73 | \$ 102,576.91 | \$ 105,347.33 | \$ 108,122.51 | \$ |

Salary Schedule Index 1.00

| Step | Status | AAS/Cert | B.A. | B.A+Cert | M.A. | M.A.+15 | M.A.+30 | M.A.+45 | Doctorate |
|------|--------|----------|--------|----------|--------|---------|---------|---------|-----------|
| | | Class1 | Class2 | Class3 | Class4 | Class5 | Class6 | Class7 | Class8 |
| 1 | A | 0.8500 | 0.9000 | 0.9500 | 1.0000 | 1.0500 | 1.1000 | 1.1500 | 1.2500 |
| 1 | B | 0.9983 | 1.0483 | 1.1065 | 1.1648 | 1.2230 | 1.2813 | 1.3395 | 1.4560 |
| 2 | A | 0.8900 | 0.9400 | 0.9900 | 1.0400 | 1.0900 | 1.1400 | 1.1900 | 1.2900 |
| 2 | B | 1.0449 | 1.0949 | 1.1531 | 1.2114 | 1.2696 | 1.3279 | 1.3861 | 1.5026 |
| 3 | A | 0.9300 | 0.9800 | 1.0300 | 1.0800 | 1.1300 | 1.1800 | 1.2300 | 1.3300 |
| 3 | B | 1.0915 | 1.1415 | 1.1997 | 1.2580 | 1.3162 | 1.3745 | 1.4327 | 1.5492 |
| 4 | A | 0.9700 | 1.0200 | 1.0700 | 1.1200 | 1.1700 | 1.2200 | 1.2700 | 1.3700 |
| 4 | B | 1.1381 | 1.1881 | 1.2463 | 1.3046 | 1.3628 | 1.4211 | 1.4793 | 1.5958 |
| 5 | A | 1.0100 | 1.0600 | 1.1100 | 1.1600 | 1.2100 | 1.2600 | 1.3100 | 1.4100 |
| 5 | B | 1.1847 | 1.2347 | 1.2929 | 1.3512 | 1.4094 | 1.4676 | 1.5259 | 1.6424 |
| 6 | A | 1.0500 | 1.1000 | 1.1500 | 1.2000 | 1.2500 | 1.3000 | 1.3500 | 1.4500 |
| 6 | B | 1.2313 | 1.2813 | 1.3395 | 1.3978 | 1.4560 | 1.5142 | 1.5725 | 1.6890 |
| 7 | A | 1.0900 | 1.1400 | 1.1900 | 1.2400 | 1.2900 | 1.3400 | 1.3900 | 1.4900 |
| 7 | B | 1.2779 | 1.3279 | 1.3861 | 1.4444 | 1.5026 | 1.5608 | 1.6191 | 1.7356 |
| 8 | A | 1.1300 | 1.1800 | 1.2300 | 1.2800 | 1.3300 | 1.3800 | 1.4300 | 1.5300 |
| 8 | B | 1.3245 | 1.3745 | 1.4327 | 1.4909 | 1.5492 | 1.6074 | 1.6657 | 1.7821 |
| 9 | A | 1.1700 | 1.2200 | 1.2700 | 1.3200 | 1.3700 | 1.4200 | 1.4700 | 1.5700 |
| 9 | B | 1.3711 | 1.4211 | 1.4793 | 1.5375 | 1.5958 | 1.6540 | 1.7123 | 1.8287 |
| 10 | A | 1.2100 | 1.2600 | 1.3100 | 1.3600 | 1.4100 | 1.4600 | 1.5100 | 1.6100 |
| 10 | B | 1.4176 | 1.4676 | 1.5259 | 1.5841 | 1.6424 | 1.7006 | 1.7588 | 1.8753 |
| 11 | A | 1.2500 | 1.3000 | 1.3500 | 1.4000 | 1.4500 | 1.5000 | 1.5500 | 1.6500 |
| 11 | B | 1.4642 | 1.5142 | 1.5725 | 1.6307 | 1.6890 | 1.7472 | 1.8054 | 1.9219 |
| 12 | A | 1.2900 | 1.3400 | 1.3900 | 1.4400 | 1.4900 | 1.5400 | 1.5900 | 1.6900 |
| 12 | B | 1.5108 | 1.5608 | 1.6191 | 1.6773 | 1.7356 | 1.7938 | 1.8520 | 1.9685 |
| 13 | A | 1.3300 | 1.3800 | 1.4300 | 1.4800 | 1.5300 | 1.5800 | 1.6300 | 1.7300 |
| 13 | B | 1.5574 | 1.6074 | 1.6657 | 1.7239 | 1.7821 | 1.8404 | 1.8986 | 2.0151 |
| 14 | A | 1.3700 | 1.4200 | 1.4700 | 1.5200 | 1.5700 | 1.6200 | 1.6700 | 1.7700 |
| 14 | B | 1.6040 | 1.6540 | 1.7123 | 1.7705 | 1.8287 | 1.8870 | 1.9452 | 2.0617 |
| 15 | A | 1.4100 | 1.4600 | 1.5100 | 1.5600 | 1.6100 | 1.6600 | 1.7100 | 1.8100 |
| 15 | B | 1.6506 | 1.7006 | 1.7589 | 1.8171 | 1.8753 | 1.9336 | 1.9918 | 2.1083 |
| 16 | A | 1.4500 | 1.5000 | 1.5500 | 1.6000 | 1.6500 | 1.7000 | 1.7500 | 1.8500 |
| 16 | B | 1.6972 | 1.7472 | 1.8055 | 1.8637 | 1.9219 | 1.9802 | 2.0384 | 2.1549 |
| 17 | A | 1.4900 | 1.5400 | 1.5900 | 1.6400 | 1.6900 | 1.7400 | 1.7900 | 1.8900 |
| 17 | B | 1.7438 | 1.7938 | 1.8521 | 1.9103 | 1.9685 | 2.0268 | 2.0850 | 2.2015 |
| 18 | A | 1.5300 | 1.5800 | 1.6300 | 1.6800 | 1.7300 | 1.7800 | 1.8300 | 1.9300 |
| 18 | B | 1.7904 | 1.8404 | 1.8987 | 1.9569 | 2.0151 | 2.0733 | 2.1316 | 2.2481 |
| 19 | A | 1.5700 | 1.6200 | 1.6700 | 1.7200 | 1.7700 | 1.8200 | 1.8700 | 1.9700 |
| 19 | B | 1.8370 | 1.8870 | 1.9453 | 2.0035 | 2.0617 | 2.1199 | 2.1782 | 2.2947 |
| 20 | A | 1.6100 | 1.6600 | 1.7100 | 1.7600 | 1.8100 | 1.8600 | 1.9100 | 2.0100 |
| 20 | B | 1.8836 | 1.9336 | 1.9919 | 2.0500 | 2.1083 | 2.1665 | 2.2248 | 2.3412 |
| 21 | A | 1.6500 | 1.7000 | 1.7500 | 1.8000 | 1.8500 | 1.9000 | 1.9500 | 2.0500 |
| 21 | B | 1.9302 | 1.9802 | 2.0385 | 2.0966 | 2.1549 | 2.2131 | 2.2714 | 2.3878 |

9. Benefits

A paid health and hospitalization program, dental insurance, and a thirty-five thousand dollars (\$35,000) term life insurance policy will be provided by the Board to all Professional Employees. This fringe benefit is in addition to salary applicable to Professional Employees as determined by the salary schedule.

The employee contribution for dental benefits will be \$10.00 per month. The employee contribution for health benefits through December 2022 will be \$25.00 per month. Employee contributions shall be applied to the Employee's salary before federal and state income tax, FICA tax, and KPERS are deducted.

Future changes to annual health benefit costs exceeding a ten percent (10%) increase to the employee's contribution will require the Contract be re-opened for negotiation on this one matter. Future changes to the employee's contribution for Professional Employees on "Employee Only" plans will be calculated at the predetermined 2019 base rate for that plan; i.e. PPO = \$125, HPDP = \$61, I-35 PPO = \$36, and I-35HPDP = \$25. Any increase made to the employee contributions to the "Employee Only" plans will be proportionate to the College's increase.

Voluntary Salary Reduction Contribution

Each Professional Employee member shall be entitled once annually, on forms provided, to elect to have a portion of that Employee's salary be used by the Board to purchase additional benefits under the Plan.

Plan Benefits

Optional benefits to be offered at employee cost shall include at least the following:

- Dependent health and dental insurance premiums.
- Individual group term life insurance premiums.
- Disability insurance premiums.
- Qualified dependent childcare.
- Qualified medical expenses not covered by insurance.
- Post retirement life insurance premiums. (When available).
- Cash
- Vision Insurance

Selection of any option(s) by a Professional Employee will be permitted upon original employment and thereafter prior to the beginning of each succeeding Plan contract year. The Employee shall be permitted to change options once during the contract year if evidence of change in family and/or insurability status is presented in writing to the President of the college or his/her

designated representative.

The Health and Benefits Committee, convened by Human Resources, is established to provide timely communication about the latest issues and options impacting health and benefits at the College. The committee membership consists of cross-representation of employees at the College. Professional Employees shall have five (5) representatives, chosen by the Faculty Association, participating on the committee.

Unused Funds

Funds designated in the Plan that are not used for the designated portion of the Plan prior to thirty (30) days from the end of the contract year shall become the property of the KCKCC Board of Trustees.

Benefit Period

Benefits for a new Professional Employee or one returning from an unpaid leave shall be effective on the first day the employee is on duty and continue through June of the terminal contract year of employment.

Board of Trustees Obligations

The Board shall:

- a. Develop and administer detailed guidelines as necessary for the operation of the program.
- b. Have the option of including in the Plan any other group of employees.

The College shall pay the Professional Employee two (2) times per month.

Article XIV. PROFESSIONAL DEVELOPMENT INCENTIVE PROGRAM

The administration will make available a total of \$6,000 as incentive for participation in approved faculty professional development for the academic year.

1. Five (5) hours of professional development will constitute one (1) unit.
2. Each professional development unit will be awarded \$100.
3. The maximum number of professional development units for which a faculty member can receive compensation during an academic year is six (6) units.
4. The Center for Teaching Excellence will provide approved professional development workshops and/or activities which will count towards a professional development unit. This list will be submitted to the Dean of Academic Support and Assessment and Vice President of Academic Affairs. The list will be submitted prior to the start of each fall semester in August.
5. The Faculty Development Committee, facilitated by the KCKCC Center for

Teaching Excellence, will oversee the incentive program.

6. Faculty will have the option of submitting workshops and/or activities that enhance teaching and learning to the Center for Teaching Excellence for inclusion in the program. However, they will need to receive approval from the Faculty Development Committee prior to participating if they want the activity to qualify towards compensation.
7. Incentive point payments will be on a first-come-first-serve basis. Thus, those who qualify for payments under this program first will be paid. As soon as the funds are depleted, payments will cease. Example: The limit of six (6) units or (30 hours of professional development) would total \$600 dollars.

Article XV. Academic Rank

Academic rank at Kansas City Kansas Community College is determined according to whichever number is greater, years of full-time service at KCKCC or step placement on the salary schedule:

Up to and Including Bachelors

| <u>Experience</u> | <u>Academic Rank</u> |
|-------------------|----------------------|
| 0 - 10 years | Instructor |
| 11 or more years | Assistant Professor |

With Masters

| <u>Experience</u> | <u>Academic Rank</u> |
|-------------------|----------------------|
| 0 - 5 years | Instructor |
| 6 - 10 years | Assistant Professor |
| 11-15 years | Associate Professor |
| 16 or more years | Professor |

With Doctorate

| <u>Experience</u> | <u>Academic Rank</u> |
|-------------------|----------------------|
| 0-5 years | Assistant Professor |
| 6-12 years | Associate Professor |
| 13 or more years | Professor |

Article XVI. Quality Assurance in Distance Education

Kansas City Kansas Community College recognizes the need for quality control, faculty involvement in course design, and realistic student load for distance education. Distance education delivery methods include Online, Virtual, Blended, and Hi-Flex. The definition of each delivery method, as mutually agreed upon by the Faculty Association and the Vice President of Academic Affairs, is found in the

Faculty Handbook.

To assure quality control, Professional Employees must complete development activities related to the delivery method(s) they will be utilizing. This training will be initiated prior to or concurrent with the first time a Professional Employee uses a specific distance format. These activities will be completed through or approved by the Center for Teaching Excellence in consultation with the Vice President of Academic Affairs. Professional Employees, in consultation with the Vice President of Academic Affairs, will develop and maintain standards that guide the design of all distance education courses.

The minimum number of students necessary to make an online class is ten (10). The maximum limit will be twenty-one (21) unless special permission is obtained from the instructor for additional students.

Article XVII. New Professional Employee Orientation

- A. Kansas City Kansas Community College recognizes the importance of orienting new Professional Employees to the College and their role as a faculty member.
- B. All Professional Employees will be required to complete all HR orientations.
- C. Additionally, all Professional Employees who are required to teach as part of their job description must complete the Blue Devil Faculty Academy (BDFA) during the first year of employment. The Center for Teaching Excellence, in consultation with the Vice President of Academic Affairs, will design and oversee implementation of the Blue Devil Faculty Academy.
 - 1. Instructional faculty with a 182-day appointment will be given three (3) hours of course release during the first year of employment to complete the BDFA. The faculty member will be expected to dedicate 90 clock hours toward completion of these activities across the first year of employment.
 - 2. Instructional faculty with a 212-day appointment will be released from 90 clock hours of their regular schedule in order to complete these activities across the first year of employment.

Article XVIII. Miscellaneous

- A. The terms and conditions of a Part-Time Bargaining Unit (Part-Time Employee) Member to teach more than ten (10) credit hours in a semester shall be governed by this Master Contract, and his/her compensation shall be prorated on the appropriate step and class.
 - 1. for less than 13 hours the rate of one third (1/3) of the appropriate class and step in the 9-month salary schedule.
 - 2. for 13 hours or more, the rate of one half (1/2) of the appropriate class and step in the 9-month salary schedule.
 - 3. The terms of this article do not apply to Part-Time Bargaining Unit Members who teach up to and including 1.25 credit hour equivalents of composition.
 - 4. For program and curriculum needs the ten (10) credit hour limit for adjuncts is waived once per semester for each instructional division and once per semester for the Vice President of Academic Affairs. If these exceptions occur in the same area for three semesters within two academic years, the position shall convert automatically to a full-time position covered under the KCKCC Master Contract.
- B. All of the hours earned after the granting of the Master's Degree must be graduate hours unless undergraduate credit hours are approved by the President prior to enrollment. Also all hours counted for this purpose must be in the field of teaching or a closely allied field from a regionally accredited college or university.
- C. New Professional Employees with a Master's Degree and previous teaching experience may be entered on the salary schedule no higher than Step 4 except with the approval of the Board of Trustees.
- D. Complaints Against a Professional Employee

If a complaint regarding a Professional Employee is received by an administrator or by the board of trustees and the administrator or trustee causes the complaint to be filed in the Professional Employee's file, a copy of the complaint shall be provided to the Professional Employee. The Professional Employee shall have a period of fourteen (14) days from the date the Professional Employee received a copy of the complaint to respond to the complaint in writing. Such response shall be attached to the complaint and made a part of the Professional Employee's personnel file.

Any Professional Employee who is grieved against by a student who utilizes the College Student Grievance Procedure shall have full rights to representation by the person or agency of the Professional Employee's choice throughout the

processing of such grievance. The Professional Employee shall also have the right to full disclosure of any information available to the administration prior to any formal hearing conducted.

E. Personnel Files

Any Professional Employee's personnel file shall be open to the inspection and available for reproduction of the individual professional employee at all times, and upon written request of the Professional Employee, a representative of the Association may inspect the Professional Employee's file. The Professional Employee shall have the right to respond to all materials contained in said file. Such response shall become part of the file. Credentials and related papers from employee placement bureaus which by their own regulations are labeled as "confidential" shall be excluded from the employee's review. No material derogatory to the Professional Employee's conduct, service, character or personality shall be placed in the file unless the faculty member has had an opportunity to review the material.

Article XIX. Duration Clause

This Master Contract shall be in effect when ratified by the parties and shall continue in effect until June 30, 202~~53~~⁴.

LEVEL ONE – FACULTY UNIT GRIEVANCE COMMITTEE

(Attach copy of the informal grievance notification)

- I. I request that this grievance be transmitted to the Faculty Unit Grievance Committee.
- II. Statement of Grievance: Give a concise statement of the problem, citing the specific provision(s) of the contract, Board Policy, administrative regulation or practice allegedly violated, misinterpreted, or misapplied.
- III. Remedy: Specify the action sought to remedy the alleged problem.

Grievant's Signature

Date

Received by Assoc. Pres. Date__Time_

Distribution

2 copies to Association Pres. 1 copy retained by Grievant

LEVEL TWO: ADMINISTRATOR

Submission of Grievance: This form must be completed in full and signed by the Grievant.

Grievant's name _____ Department _____

Date Alleged grievance occurred _____

Date of Conference _____

- I. Statement of Grievance: Give a concise statement of the problem, citing the specific provision(s) of the contract, Board Policy, administrative regulation or practice allegedly violated, misinterpreted, or misapplied.

- II. Remedy: Specify the action sought to remedy the alleged problem.

Grievant's Signature

Date

Received by Administrator

Distribution

1 copy to Administrator

1 copy to Association President

1 copy retained by Grievant

Date _____ Time _____

LEVEL THREE: THE APPROPRIATE VICE PRESIDENT or CHIEF OFFICER

(Attach copy of Level Two grievance and response)

- I. Why is grievance being appealed to Formal Level 3?

- II. Remedy: Specify the action sought to remedy the alleged problem.

Grievant's Signature

Date

Received by Vice President or
Chief Officer

Distribution

1 copy to the appropriate Vice President or Chief Officer

1 copy to Administrator

1 copy to Association President 1 copy retained by Grievant

LEVEL FOUR: PRESIDENT

(Attach copy of Level Two and Level Three grievance and responses)

- I. Why is grievance being appealed to Formal Level 4?

- II. Remedy: Specify the action sought to remedy the alleged problem.

Grievant's Signature

Date

Received by President

Distribution

1 copy to President

1 copy to the appropriate Vice President or Chief Officer

1 copy to Administrator

1 copy to Association President

1 copy retained by Grievant

Date_____Time_____

GRIEVANCE FORM LEVEL FIVE: BOARD OF TRUSTEES

(Attach copies of Levels Two, Three, and Four of grievance and responses)

I. Why is grievance being appealed to Formal Level 5?

II. Remedy: Specify the action sought to remedy the alleged problem.

Grievant's Signature

Date

Received by Board
Chairman

Distribution

1 copy to Board Chairman 1 copy to President
1 copy to the appropriate Vice President or Chief Officer
1 copy to Administrator
1 copy to Association President
1 copy retained by Grievant

Date _____ Time _____

CONTRACT JULY 1, ~~2023-2024~~ – JUNE 30, ~~2024~~2025

BETWEEN

BOARD OF TRUSTEES, Kansas City Kansas Community College

and

PROFESSIONAL EMPLOYEES, Kansas City Kansas Community College

approved and ratified this

~~12th day of December 2023~~15th day of October 2024

for the Board of Trustees

for the Professional Employees

Memorandum of Understanding

Salary Schedule Study

Board of Trustees, Kansas City Kansas Community College and KCKCC Faculty Association

This MOU to the 202~~43~~⁴-202~~54~~⁴ Master Contract Agreement is entered into by and between the Board of Trustees, Kansas City Kansas Community College and KCKCC Faculty Association on ~~December 12, 2023~~XXXXXX.

Article I: Mission

Composed of the KCKCC Administration and Faculty Representatives, the mission is to ensure responsible use of funds, simplify the Professional Employees' salary schedule, better recruit and retain professional employees, reward current faculty, provide a sustainable salary schedule, and ensure salary increases for those professional employees who are at step 21.

Article II: Purpose—through a collaborative process between the administration and faculty association the following items will be completed:

- Benchmark comparable community college Professional Employee salaries by reviewing proposals for a salary study of Professional Employees and recommend the best firm for Board of Trustees approval (completed). Suggested timeline below:
 - Issue RFP January 2024 – completed February 19, 2024
 - Interview firms April 2024 – completed May 3, 2024
 - Recommend to Board of Trustees in May 2024 for funding approval – completed June 18, 2024
- Research Professional Employee salary structure models
- Determine potential effects of possible salary schedule change on existing employees and develop a process to ensure no one is negatively impacted
- Determine a salary schedule that will allow for competitive recruitment of new professional employees
- Estimate potential cost to college to determine feasibility
- Educate stakeholders about and report on progress of MOU
- Report non-binding recommendations to the Negotiations Team

Article III: Membership

Co-Chairs will be the Vice President of Academic Affairs (VPAA) and KCKCC Faculty Association President or designee. The Administration and the KCKCC Faculty Association will each select three additional constituents from their groups to serve.

Article IV: Meetings

After the committee selects the firm, the group will reconvene as needed ~~but no less than 6 times~~ prior to the commencement of 2025-2026 negotiations date.

Memorandum of Understanding

Joint Letter of Commitment

Board of Trustees, Kansas City Kansas Community College and KCKCC Faculty Association

This MOU to the 202~~43~~⁴-202~~53~~⁴ Master Contract Agreement is entered into by and between the Board of Trustees, Kansas City Kansas Community College and KCKCC Faculty Association on ~~December 12, 2023~~XXXXXX.

Upon ratification and until jointly agree to remove, so as to complete negotiations in a timely manner, the parties agree to the following goals:

1. Exchange letters no later than January 31 when applicable.
2. Begin bargaining in February.

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

| | | 25/26 Course Fee | Student or HS Pays 25/26 | 24/25 Course Fee | Student or HS Pays 24/25 | 25/26 Difference |
|--|--|------------------|--------------------------|------------------|--------------------------|------------------|
| Administrative Office Professional | | | | | | |
| BUSN 0124 | Accounting software | \$ 99.00 | | \$ 124.00 | \$ - | |
| BUSN 0204 | Textbook | \$ 41.00 | | \$ 41.00 | \$ - | |
| BUSN 0210 | Textbook | \$ 135.00 | | \$ 135.00 | \$ - | |
| BUSN 0285 | Textbook | \$ 12.00 | | \$ 12.00 | \$ - | |
| BUSN 2201 | Textbook | \$ 140.00 | | \$ 113.00 | \$ - | |
| BUSN 2203 | Textbook | \$ 75.00 | | \$ 135.00 | \$ - | |
| TOTAL | | \$ 502.00 | \$ - | \$ 560.00 | \$ - | \$ (58.00) |
| Automotive Collision Technology Certificate | | | | | | |
| ACRT 0100 | Safety glasses | | | \$ 6.00 | \$ - | |
| ACRT 0101 | OSHA 10, Safety Glasses, Respirator, Paint jumpsuit, Cert A Graduation Fee | \$ 32.00 | \$ 67.00 | \$ 35.00 | \$ - | |
| ACRT 0110 | Start Fees for I-Car Subscription, Uniform-shirts--2, Respirator | | | \$ 50.00 | \$ 82.50 | |
| ACRT 0160 | Paint-suit | | | \$ - | \$ 16.00 | |
| ACRT 0180 | End of program I-Car digital credential exam and I-Car Welding Test | | | \$ 385.00 | \$ - | |
| ACRT 0262 | Graduation Fee Cert A | | | \$ 20.00 | \$ - | |
| ACRT 0241 | Graduation Fee Cert B | | \$ 8.00 | \$ 8.00 | \$ - | |
| TOTAL | | \$ 32.00 | \$ 75.00 | \$ 498.00 | \$ 104.50 | \$ (495.50) |
| Automotive Technology Certificate | | | | | | |
| AUTT 0103 | Work shirts, workbook and textbook, safety glasses, S/P2 Testing | \$ 10.00 | \$ 332.00 | \$ 10.00 | \$ 312.00 | |
| AUTT 0182 | Certification tests, Graduation fee | \$ 43.00 | \$ 20.00 | \$ 63.00 | \$ - | |
| AUTT 0272 | Graduation fee Cert B, workshirt | | \$ 43.00 | \$ 8.00 | \$ 35.00 | |
| AUTT 0284 | Certification tests | \$ 43.00 | | \$ 43.00 | \$ - | |
| TOTAL | | \$ 96.00 | \$ 395.00 | \$ 124.00 | \$ 347.00 | \$ 20.00 |
| Biomanufacturing Certificate | | | | | | |
| BIOL 0105 | Lab Coats | \$ 30.00 | | \$ 30.00 | \$ - | |
| BMFR 0146 | BCSI Microcredentials + Graduation Fee | \$ 140.00 | | \$ 120.00 | \$ - | |
| TOTAL | | \$ 170.00 | \$ - | \$ 150.00 | \$ - | \$ 20.00 |
| Building Engineering & Property Maintenance Certificate | | | | | | |
| BEMT 0101 | OSHA Safety, Tool Kits, Uniforms, Textbook | \$ 32.00 | \$ 590.00 | \$ 35.00 | \$ 375.00 | |
| BEMT 0108 | Interplay Learning Online Membership, Graduation Fee | \$ 50.00 | \$ 20.00 | \$ 50.00 | \$ - | |
| BEMT 0112 | Interplay Learning Online Membership, Graduation Fee | \$ 50.00 | \$ 8.00 | \$ 50.00 | \$ - | |
| BEMT 0130 | Interplay Learning Online Membership | \$ 50.00 | | \$ 50.00 | \$ - | |
| BEMT 0200 | Cert B & C Graduation Fee | | | \$ 8.00 | \$ - | |
| BPMT 0221 | Interplay Learning Online Membership | \$ 50.00 | | \$ 50.00 | \$ - | |
| TOTAL | | \$ 232.00 | \$ 618.00 | \$ 243.00 | \$ 375.00 | \$ 232.00 |
| Certified Medication Aide | | | | | | |
| ALHT 0106 | Insurance, background check, licensure test, PPE, scrubs | \$ 50.00 | \$ 50.00 | \$ 50.00 | \$ 50.00 | |
| TOTAL | | \$ 50.00 | \$ 50.00 | \$ 50.00 | \$ 50.00 | \$ - |
| Certified Nursing Assistant | | | | | | |
| ALHT 0104 | Workbook, insurance, background check, licensure test, equipment, PPE | \$ 55.00 | \$ 110.00 | \$ 55.00 | \$ 110.00 | |
| ALHT 0127 | Textbook | | \$ 80.00 | | \$ 130.00 | |
| TOTAL | | \$ 55.00 | \$ 190.00 | \$ 55.00 | \$ 240.00 | \$ (50.00) |
| Construction Technology Certificate | | | | | | |
| CONS 0101 | OSHA 30 Certification Online | \$ 32.00 | | \$ 35.00 | \$ - | |
| CONS 0106 | Textbook, tools, and uniform, safety glasses | | | \$ - | \$ 682.00 | |
| CONS 0108 | Textbook | | | \$ - | \$ 95.00 | |
| CONS 0113 | Cert A Graduation Fee | | \$ 20.00 | \$ 20.00 | \$ - | |
| CONS 0208 | Cert B Graduation Fee | | \$ 8.00 | \$ 8.00 | \$ 100.00 | |
| TOTAL | | \$ 32.00 | \$ 28.00 | \$ 63.00 | \$ 877.00 | \$ (880.00) |
| Cosmetology Certificate | | | | | | |
| COSM 0105 | Apprentice License, Scrubs, Pivot Point Software, Kit | \$ 15.00 | \$ 1,305.00 | \$ 15.00 | \$ 1,240.00 | |
| COSM 0112 | Graduation Fee | | | \$ 20.00 | \$ - | |
| COSM 0125 | Practical cert, written cert, graduation fee | \$ 150.00 | \$ 20.00 | \$ 150.00 | \$ - | |
| TOTAL | | \$ 165.00 | \$ 1,325.00 | \$ 185.00 | \$ 1,240.00 | \$ 65.00 |
| Culinary Arts Certificate | | | | | | |
| CULN 0120 | Uniform and textbook | | \$ 179.45 | \$ - | \$ 284.53 | |
| CULN 0170 | Hospitality and Restaurant Cert | \$ 29.00 | | \$ 29.00 | \$ - | |
| CULN 0190 | Hospitality Management Cert | \$ 29.00 | | \$ 29.00 | \$ - | |
| CULN 0200 | Inventory & Purchasing Cert, ServSafe Handler Guide | \$ 29.00 | \$ 61.50 | \$ 29.00 | \$ - | |
| CULN 0205 | ServSafe certification, Graduation Fee | \$ 24.15 | \$ 20.00 | \$ 10.90 | \$ 5.00 | |
| CULN 0220 | Graduation Fee | | | \$ 20.00 | \$ - | |
| TOTAL | | \$ 111.15 | \$ 260.95 | \$ 117.90 | \$ 289.53 | \$ (35.33) |
| Cybersecurity | | | | | | |
| CIST 0101 | Textbook | | \$ 135.00 | \$ - | \$ 180.00 | |
| CIST 0125 | Textbook | | \$ 105.00 | \$ - | \$ 48.00 | |
| CIST 0135 | Textbook | | \$ 130.00 | \$ - | \$ 130.00 | |
| CIST 0155 | Textbook and thumbdrive | | \$ 170.00 | \$ - | \$ 170.00 | |
| CIST 0225 | Security + certification | \$ 370.00 | | \$ 370.00 | \$ 139.00 | |
| CIST 0235 | Textbook | | \$ 81.00 | \$ - | \$ 50.00 | |
| CIST 0245 | Graduation Fee | \$ 20.00 | | \$ 20.00 | \$ 65.00 | |
| TOTAL | | \$ 390.00 | \$ 621.00 | \$ 390.00 | \$ 782.00 | \$ (161.00) |

Early Childhood Education Development Certificate - A

| | | | | | | |
|-----------|--|-----------|------|-----------|------|------|
| ECED 0100 | Liability insurance, uniforms, e-textbook, program items | \$ 164.00 | | \$ 164.00 | \$ - | |
| ECED 0110 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0111 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0120 | CDA Standards prep book, graduation fee | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0150 | E-Textbooks | \$ 57.00 | | \$ 57.00 | \$ - | |
| TOTAL | | \$ 332.00 | \$ - | \$ 332.00 | \$ - | \$ - |

Early Childhood Education Development Certificate - B

| | | | | | | |
|-----------|-------------|-----------|------|-----------|------|------|
| ECED 0112 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0113 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0143 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0170 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| ECED 0180 | E-Textbooks | \$ 37.00 | | \$ 37.00 | \$ - | |
| TOTAL | | \$ 185.00 | \$ - | \$ 185.00 | \$ - | \$ - |

Electrical Technology Certificate

| | | | | | | |
|-----------|--------------------------------------|----------|-----------|-----------|-----------|-------------|
| ELET 0100 | OSHA 30, 2 Textbooks, Graduation Fee | \$ 99.00 | \$ 163.20 | \$ 99.00 | \$ - | |
| ELET 0104 | Electrical workbook and uniform | | | \$ - | \$ - | |
| ELET 0130 | Textbook | | | \$ - | \$ 95.00 | |
| ELET 0150 | Textbook, toolkit | | | \$ - | \$ 191.00 | |
| ELET 0209 | Textbook | | | \$ - | \$ 85.00 | |
| ELET 0240 | Graduation Fee | | | \$ 20.00 | \$ - | |
| TOTAL | | \$ 99.00 | \$ 163.20 | \$ 119.00 | \$ 371.00 | \$ (227.80) |

Emergency Medical Services Certificate

| | | | | | | |
|-----------|--|-----------|-----------|-----------|-----------|-------------|
| EMTC 0105 | Uniform, AHA Heartcode Item, textbook | \$ 51.00 | \$ 165.35 | \$ 17.00 | \$ 453.00 | |
| EMTC 0128 | Textbook, uniform shirt, FSDAP exam software | \$ 477.00 | | \$ 462.00 | \$ 279.00 | |
| ALHT 0120 | Textbook | | \$ 80.00 | | \$ 155.40 | |
| TOTAL | | \$ 528.00 | \$ 245.35 | \$ 479.00 | \$ 887.40 | \$ (593.05) |

Fire Science Academy

| | | | | | | |
|-----------|--------------------|----------|-----------|----------|-----------|-------------|
| FRSC 0100 | Uniform, textbooks | \$ 15.00 | \$ 138.15 | \$ 15.00 | \$ 258.15 | |
| HZMT 0120 | Textbooks | | \$ 135.65 | \$ - | \$ 135.65 | |
| TOTAL | | \$ 15.00 | \$ 273.80 | \$ 15.00 | \$ 393.80 | \$ (120.00) |

HVAC Certificate

| | | | | | | |
|-----------|---|-----------|----------|-----------|-----------|-------------|
| HVAR 0100 | OSHA certification | \$ 32.00 | | \$ 35.00 | \$ 120.00 | |
| HVAR 0105 | Interplay Learning Online | \$ 199.00 | | \$ 199.00 | \$ - | |
| HVAR 0130 | EPA 608, graduation fee | \$ 25.00 | \$ 20.00 | \$ 45.00 | \$ - | |
| HVAC 0120 | Gas heat certification | | | \$ 15.00 | \$ - | |
| HVAC 0125 | Electrical certification & Interplay Learning Online Membership | | | \$ 214.00 | \$ - | |
| HVAC 0220 | EPA 608 | | | \$ 25.00 | \$ - | |
| HVAC 0226 | A/C certification | | | \$ 15.00 | \$ - | |
| HVAC 0231 | Graduation Fee | | | \$ 20.00 | \$ - | |
| TOTAL | | \$ 256.00 | \$ 20.00 | \$ 568.00 | \$ 120.00 | \$ (412.00) |

Medical Assistant Certificate

| | | | | | | |
|-----------|--|-----------|-----------|-----------|-----------|----------|
| MEDA 0105 | Personability soft skills training software, EHR textbook and software | \$ 200.00 | | \$ 200.00 | | |
| MEDA0115 | Textbook | \$ 75.00 | | | | |
| MEDA 0165 | PPE, Textbook, scrubs, equipment | \$ 15.00 | \$ 560.25 | \$ 15.00 | \$ 560.25 | |
| MEDA 0190 | Textbook bundle | | \$ 161.10 | \$ - | \$ 161.10 | |
| MEDA 0195 | Background check, drug screen, certification test & prep, liability, transcript/grad fee | \$ 359.00 | \$ 25.00 | \$ 359.00 | \$ 25.00 | |
| TOTAL | | \$ 649.00 | \$ 746.35 | \$ 574.00 | \$ 746.35 | \$ 75.00 |

Nail Technology Certificate

| | | | | | | |
|-----------|--------------------------------------|-----------|-----------|-----------|-----------|----------|
| NAIL 0101 | Textbook, Scrubs, Program Sweatshirt | | \$ 415.00 | \$ 32.00 | \$ 305.00 | |
| NAIL 0105 | Apprenticeship license | \$ 15.00 | | \$ 15.00 | \$ - | |
| NAIL 0120 | State board exam and Graduation Fee | \$ 150.00 | \$ 20.00 | \$ 170.00 | \$ - | |
| TOTAL | | \$ 165.00 | \$ 435.00 | \$ 217.00 | \$ 305.00 | \$ 78.00 |

Welding Technology Certificate

| | | | | | | |
|-----------|--|----------|-----------|----------|-----------|----------|
| WELD 0100 | OSHA certification, Tools, Cert A Graduation Fee | \$ 32.00 | \$ 368.81 | \$ 35.00 | \$ 255.00 | |
| WELD 0130 | Mig Pliers | | | \$ - | \$ 15.00 | |
| WELD 0140 | TIG kits | | | \$ - | \$ 45.00 | |
| WELD 0202 | Cert A Graduation Fee | | | \$ 20.00 | \$ - | |
| WELD 0220 | AWS Sense Certification, CertB Graduation Fee | \$ 30.00 | \$ 8.00 | \$ 30.00 | \$ - | |
| WELD 0270 | Cert B Graduation Fee | | | \$ 8.00 | \$ - | |
| TOTAL | | \$ 62.00 | \$ 376.81 | \$ 93.00 | \$ 315.00 | \$ 30.81 |

Computer Support Specialist

| | | | | | | |
|-----------|--|-------------|----------|-----------|----------|-----------|
| CRTE 0100 | Test Out: PC Pro | \$ 119.00 | | \$ 99.00 | \$ - | |
| CRTE 0101 | Credential Voucher | \$ 230.00 | | \$ 99.00 | \$ - | |
| CRTE 0102 | USB for computer repair software & Certification voucher | | | \$ 150.00 | \$ - | |
| CRTE 0108 | Office Pro, Tool kit, Cert A Graduation Fee | \$ 99.00 | \$ 55.00 | \$ - | \$ 35.00 | |
| CRTE 0110 | Cert A Graduation Fee | | | \$ 20.00 | \$ - | |
| CRTE 0117 | Test out: Network Pro | \$ 109.00 | | \$ 99.00 | \$ - | |
| CRTE 0156 | Credential voucher | \$ 178.00 | | | | |
| CRTE 0158 | Test Out: Routing & Switching Pro | \$ 129.00 | | \$ 99.00 | \$ - | |
| CRTE 0200 | Hybrid Server: Core | \$ 129.00 | | \$ 99.00 | \$ - | |
| CRTE 0201 | Hybrid Server: Advanced, Graduation fee | \$ 129.00 | \$ 8.00 | \$ 99.00 | \$ - | |
| CRTE 0115 | CompTIA Network+ Certification Voucher | | | \$ 180.00 | \$ - | |
| CRTE 0203 | Cert B Graduation Fee | | | \$ 8.00 | \$ - | |
| TOTAL | | \$ 1,122.00 | \$ 63.00 | \$ 952.00 | \$ 35.00 | \$ 198.00 |

25/26 Course Fee Student or HS Pays 25/26 24/25 Course Fee Student or HS Pays 24/25 25/26 Difference

Stand Alone Courses - newly added

| | | | | | | | |
|-----------|----------|----|--------|--|----|--------|--|
| BUSN 0101 | Textbook | \$ | 81.00 | | \$ | 165.00 | |
| BUSN 0104 | Textbook | \$ | 135.00 | | \$ | 135.00 | |
| BUSN 0113 | Textbook | \$ | 180.00 | | \$ | 135.00 | |



DATE: October 10, 2024
TO: Members of the Finance Committee and Board of Trustees
FROM: Patrick J. Schulte, DBA, Vice President of Finance and Operations
Lorraine Mixon-Page, SPHR, MA, Chief Human Resources Officer
SUBJECT: 2025 Medical and Dental Insurance Recommendations

Finance and Human Resources again partnered with Bukaty Companies, the College's health care broker, to evaluate options for competitively bid health and dental benefits.

Health Insurance:

- The current health insurance provider, Blue Cross Blue Shield of Kansas City (BCBS) provided a competitive renewal quote. Bukaty secured a 12% renewal rate cap for the 2025 Renewal but was able to successfully negotiate with BCBS to bring the renewal down to 7.9% increase over the current rates.

Remaining with Blue Cross Blue Shield of Kansas City will minimize disruption to the current covered members and allow for the College to continue to educate faculty and staff regarding the lower cost options available thru the BCBS Spira Care plan which functions as a hybrid between a PPO and High Deductible plan. We have more work to do to maximize the savings offered through this plan with increased employee participation.

- Bukaty also received a rate quote from United Health Care. United Health Care proposed a 2.29% reduction in our current rates, but we were unable to secure a Rate Cap renewal quote. That could potentially result in a 20% or greater increase next year, without a lower guarantee to protect the College.

For the 2025 plan year, Blue Cross Blue Shield of Kansas City is the recommended health insurance provider.

Dental Insurance:

In 2024, the College switched from Aetna to Delta Dental and benefited from a 14.32% reduction in dental premiums. For the 2025 renewal, Delta Dental proposed a 6% rate increase. Even with the rate increase, the premium to the College's employees will still be less than it was under the previous dental provider.

For the 2025 plan year, Delta Dental is the recommended dental insurance provider.

Cost Share: Employees & Employer:

For both health and dental insurance, we are recommending that the employee and employer cost share remain the same for 2025. Please refer to the attached document for specifics. We are pleased to continue to be able to offer employees access to affordable health care services, with a continuity in service providers. Please let us know if you have any questions.

2025 Medical Rates
Kansas City Kansas Community College

| 2025 Premiums PPO - Preferred Care Blue | | | | | | | |
|--|-----------------|----------------------------|-------------------------|-------------------------------|-------------------------|-------------------------------|----------------------------|
| | Number Enrolled | Employee Cost per Paycheck | Employee Cost per Month | % of Premium Paid by Employee | Employer Cost Per Month | % of Premium Paid by Employer | BCBS Total Monthly Premium |
| Employee | 198 | \$19.11 | \$38.22 | 3.4% | \$1,077.85 | 96.6% | \$1,116.07 |
| Employee + Spouse | 11 | \$237.84 | \$475.67 | 21.3% | \$1,756.48 | 78.7% | \$2,232.15 |
| Employee + Child(ren) | 19 | \$217.02 | \$434.03 | 20.5% | \$1,686.51 | 79.5% | \$2,120.54 |
| Employee + Family | 7 | \$371.07 | \$742.14 | 20.8% | \$2,829.29 | 79.2% | \$3,571.43 |
| Total Annual Cost | 235 | \$157,448.07 | \$314,896.13 | | \$3,415,013.23 | | \$3,729,909.36 |
| | | | | | | | |
| 2025 Premiums PPO - Blue Select Plus | | | | | | | |
| | Number Enrolled | Employee Cost per Paycheck | Employee Cost per Month | % of Premium Paid by Employee | Employer Cost Per Month | % of Premium Paid by Employer | BCBS Total Monthly Premium |
| Employee | 21 | \$16.70 | \$33.39 | 3.4% | \$937.41 | 96.6% | \$970.80 |
| Employee + Spouse | 8 | \$176.25 | \$352.49 | 18.2% | \$1,589.13 | 81.8% | \$1,941.62 |
| Employee + Child(ren) | 9 | \$158.81 | \$317.61 | 17.2% | \$1,526.93 | 82.8% | \$1,844.54 |
| Employee + Family | 7 | \$272.79 | \$545.59 | 17.6% | \$2,560.99 | 82.4% | \$3,106.58 |
| Total Annual Cost | 45 | \$61,193.01 | \$122,386.03 | | \$768,814.13 | | \$891,200.16 |
| | | | | | | | |
| 2025 Premiums High Deductible: Preferred Care Blue | | | | | | | |
| | Number Enrolled | Employee Cost per Paycheck | Employee Cost per Month | % of Premium Paid by Employee | Employer Cost Per Month | % of Premium Paid by Employer | BCBS Total Monthly Premium |
| Employee | 41 | \$15.61 | \$31.23 | 3.4% | \$889.01 | 96.6% | \$920.24 |
| Employee + Spouse | 3 | \$160.94 | \$321.88 | 17.5% | \$1,518.64 | 82.5% | \$1,840.52 |
| Employee + Child(ren) | 3 | \$145.51 | \$291.02 | 16.6% | \$1,457.47 | 83.4% | \$1,748.49 |
| Employee + Family | 5 | \$236.26 | \$472.53 | 16.0% | \$2,472.29 | 84.0% | \$2,944.82 |
| Total Annual Cost | 52 | \$32,889.61 | \$65,779.22 | | \$692,872.42 | | \$758,651.64 |
| | | | | | | | |
| 2025 Premiums High Deductible: Blue Select Plus | | | | | | | |
| | Number Enrolled | Employee Cost per Paycheck | Employee Cost per Month | % of Premium Paid by Employee | Employer Cost Per Month | % of Premium Paid by Employer | BCBS Total Monthly Premium |
| Employee | 25 | \$15.19 | \$30.38 | 3.8% | \$770.18 | 96.2% | \$800.56 |
| Employee + Spouse | 0 | \$117.93 | \$235.86 | 14.7% | \$1,365.27 | 85.3% | \$1,601.13 |
| Employee + Child(ren) | 5 | \$105.37 | \$210.74 | 13.9% | \$1,310.34 | 86.1% | \$1,521.08 |
| Employee + Family | 9 | \$164.77 | \$329.54 | 12.9% | \$2,232.25 | 87.1% | \$2,561.79 |
| Total Annual Cost | 39 | \$28,673.21 | \$57,346.43 | | \$550,759.69 | | \$608,106.12 |

2025 Medical Rates
Kansas City Kansas Community College

| 2025 Premium Spira Care EPO | | | | | | | |
|------------------------------------|-----------------|----------------------------|-------------------------|-------------------------------|-------------------------|-------------------------------|----------------------------|
| | Number Enrolled | Employee Cost per Paycheck | Employee Cost per Month | % of Premium Paid by Employee | Employer Cost Per Month | % of Premium Paid by Employer | BCBS Total Monthly Premium |
| Employee | 7 | \$15.76 | \$31.52 | 3.4% | \$895.59 | 96.6% | \$927.11 |
| Employee + Spouse | 0 | \$162.25 | \$324.49 | 17.5% | \$1,529.75 | 82.5% | \$1,854.24 |
| Employee + Child(ren) | 3 | \$146.21 | \$292.41 | 16.6% | \$1,469.12 | 83.4% | \$1,761.53 |
| Employee + Family | 3 | \$237.34 | \$474.68 | 16.0% | \$2,492.10 | 84.0% | \$2,966.78 |
| Total Annual Cost | 13 | \$15,131.69 | \$30,263.38 | | \$217,833.02 | | \$248,096.40 |

2025 Dental Rates
Kansas City Kansas Community College

| 2025 New Delta Dental | | | | | | | |
|------------------------------|-----------------|----------------------------|-------------------------|-------------------------------|-------------------------|-------------------------------|------------------------------------|
| | Number Enrolled | Employee Cost per Paycheck | Employee Cost per Month | % of Premium Paid by Employee | Employer Cost Per Month | % of Premium Paid by Employer | Delta Dental Total Monthly Premium |
| | | | | | | | |
| Employee | 223 | \$4.75 | \$9.50 | 28.3% | \$24.07 | 72% | \$33.57 |
| Employee + Spouse | 47 | \$11.03 | \$22.05 | 33.2% | \$44.38 | 67% | \$66.43 |
| Employee + Child(ren) | 39 | \$13.01 | \$26.02 | 30.7% | \$58.72 | 69% | \$84.74 |
| Employee + Family | 64 | \$12.83 | \$25.67 | 19.7% | \$104.63 | 80% | \$130.30 |
| | 373 | \$34,875.34 | \$69,750.69 | | \$197,277.87 | | \$267,028.56 |

2025 Vision Rates
Kansas City Kansas Community College

| 2025 Surency Vision Rates (no increase, same as 2024) | | |
|--|-----------------------|---------------|
| | Employee Contribution | Total Premium |
| Employee | \$5.88 | \$5.88 |
| Employee + Spouse | \$11.17 | \$11.17 |
| Employee + Child(ren) | \$11.76 | \$11.76 |
| Employee + Family | \$17.29 | \$17.29 |

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

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

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

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

Section 1: KCKCC hereby exempts for Saturday, November 2, 2024, from 5:00 p.m. to 9:00 p.m., the Thomas R. Burke Technical Education Center, Room AA101, from the requirement of K. S. A. 41-719 (d).

Section 2: This exemption is granted in connection with the holding of the Retirement Celebration for Patrice Townsend.

PASSED AND APPROVED by the Board of KCKCC in a meeting held on
Tuesday, October 15, 2024.

BOARD OF TRUSTEES
KANSAS CITY KANSAS COMMUNITY COLLEGE

Signature_____

Board Chairperson
Brad Isnard

Attest_____

Secretary
Dr. Greg Mosier