

**Kansas City Kansas Community College  
Minutes of the Board of Trustees Meeting  
August 14, 2018**

CONSENT AGENDA - # A.  
Meeting Minutes

Upper Level Jewell

**BUDGET HEARING** (9:04 a.m.)

- 1) **Call to Order and Pledge of Allegiance:** The August Budget Hearing meeting of the Board of Trustees was called to order at 9:04 a.m. by Board Chair Rosalyn Brown. The Pledge of Allegiance was led by Mr. Greg Goheen.
  
- 2) **Roll Call:** Indicated the following present, Trustees: Donald Ash, Rosalyn Brown, Evelyn Criswell, Ray Daniels, Tyrone Garner, Janice McIntyre, and Linda H. Sutton.
  
- 3) **Audience to Patrons and Petitioners:**  
Chairwoman Brown asked for Patrons and/or Petitioners wishing to address the Board regarding the proposed 2018-2019 Budget. Hearing none, Chairwoman Brown moved to the approval of the Budget.
  
- 4) **Approval of the 2018-2019 Budget:** Chairwoman Brown asked for questions or concerns regarding the 2018-2019 Budget. Trustee McIntyre asked what happened to the Truck Driving Allotment. She was informed that KCKCC no longer has a truck driving program.  
Trustee Garner asked about the variance in budget, whether it is an increase or decrease. VP Michael Beach responded that it is an increase in the budget. Trustee Garner asked the reason for the increase and Mr. Beach stated it was due to a property value increase in the county.  
Trustee Criswell asked for an update regarding conversations related to campus safety budget increases; what portion of the increase is targeted to campus safety. Dr. Mosier stated that the Campus Police Department received approx. \$125K - \$150K. Additional conversation is ongoing. In summation of the conversation, Trustee Daniels clarified that the Board knows our campus is safe and is only seeking to address any possible occurrences. The Board is interested in keeping the campus safe.  
Trustee Daniels moved to approve the 2018-2019 Budget. Trustee Criswell seconded and the **Motion Carried.**
  
- 5) **Adjournment:** Chairwoman Brown called for a motion to adjourn the 2018-2019 Budget Hearing. Trustee Daniels moved to adjourn. Trustee Sutton seconded and the **Motion Carried.** The public Budget Hearing adjourned at 9:15 a.m.

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**REGULAR MEETING** (9:15 a.m.)

- 1) **Call to Order**

- 2) **Roll Call:** Roll Call indicated those present: Trustees Donald Ash, Rosalyn Brown, Evelyn Criswell, Ray Daniels, Tyrone Garner, Janice McIntyre, and Linda H. Sutton.
- 3) **Approval of Agenda:** Chairwoman Brown asked approval of the Agenda. Trustee McIntyre moved to approve the Agenda. Trustee Criswell seconded and the Motion Carried.
- 4) **Audience to Patrons and Petitioners:** Chairwoman Brown asked for Patrons and/or Petitioners wishing to address the Board. Hearing none, Chairwoman Brown moved forward to the Consent Agenda.
- 5) **Approval of Consent Agenda with amendments:** Chairwoman Brown asked for a motion to approve the Consent Agenda. Before moving to approve, Trustee Daniels stated he wanted to make a clarification from the minutes from the July 18, 2018 Board meeting. He said that the minutes did not clearly reflect that a motion was approved for the new schedule of the BOT Meetings for 2018-2019. The minutes showed there was a vote and then an amendment made, but no vote to follow the amendment. It was clarified that the amendment was made, and the vote approved, that there would be 3 meetings at 9:00am and 9 meetings at 5:00pm. The motion was made by Trustee Daniels and seconded by Trustees Ash.

Trustee Garner asked about the verbiage on Items 4, 5, 6, 7, and 8 on the Consent Agenda. Dr. Mosier clarified to say that Items 4, 5, 6, 7, and 8 needed to be amended to reflect the verbiage of “their percentage share.” The percentage share of revenues paid to the high schools is mixed and dependent upon different variables, so it is best stated in this manner. The correction will be made to the Consent Agenda. With no further corrections, Trustee McIntyre moved to approve the Consent Agenda. Trustee Daniels seconded with changes and the Motion Carried.

- 6) **Recognitions:** Trustee Ash, as introduced by Linda Warner as a fellow recipient, presented alumnae Lah Paw with the President’s Volunteer Service Award from President Trump. Ms. Paw is presented with this award for having volunteered over 600 hours in our community in her last academic year at KCKCC. It was noted that Trustee Ash also received the award from President H.W. Bush. Lah said it was a wonderful experience and that she’s learned so much from it.
- 7) **Student Senate:** Student Senate President, Ms. Aliyah Shaw, shared information about the first 12 days of the semester and the student events calendar for the 2018-19 academic year. Community Engagement was identified as a large focus and those events were highlighted. The Student Orientation Admission Registration (SOAR) event was successful with about 371 students attending. A Club Rush event was also offered so students could learn about and sign up for clubs.

The student theme for the 2018-2019 school year will be established soon. Upcoming this week is a Grocery Bingo event for those in student housing. Aliyah invited the Board to visit Student Housing to experience the environment where the students are living.

- 8) **Board Committee Report:** For the Finance Committee, Trustee Garner commended the Finance Committee for having an increase in the budget without there being any additional taxes extended to the community.

Michael Beach called on Jeff Sixta to share with the Board updates regarding the parking lot project. Mr. Sixta shared that Parking lots A and C are completed. Parking Lot B needs a new foundation and will need additional work done. The expectation is that this new plan will be completed in about three days, once the rainy weather passes. Trustee Criswell pointed out that a third party engineer was hired to conduct testing on Parking Lot B and the tests revealed the problem with the area. Once assessed, a new plan was made for the parking lot.

Trustee Ash mentioned that the KACCT Quarterly Meeting was coming up at Highland Community College on Sept 14th and 15th. He mentioned that the meeting schedules can be found on the KAACT website. Chairwoman Brown shared that if any of the Trustees are interested in attending they should contact Risala or let her know so arrangements can be made.

- 9) **Communications:** The following Alcoholic Liquor Resolutions were read along with motions for approval:
- Approval to hold five masses for the Catholic Student Club in Upper Jewell. Trustee Sutton moved to approve. Trustee Criswell seconded and the **Motion Carried**.
  - Women’s Chamber of Commerce fundraiser for a scholarship fundraiser at TEC. Trustee McIntyre moved to approve. Trustee Sutton seconded and the **Motion Carried**.
  - Approval for the KCKCC hosted ATEA Regional Conference on October 3, 2018. Tami Bartunek asked that the resolution to be amended to allow for both October 3rd and October 4th from 5:00pm to 9:00pm. Trustee Daniels moved to approve. Trustee McIntyre seconded and the **Motion Carried**.

10) **President’s Report:** Dr. Mosier announced that we are all excitingly preparing to receive students back on campus. Dr. Mosier announced some key updates:

- Hiring of 2 new Deans; Dr. Kremer to expand in his report.
- Launch of the search for a permanent VPAA with a January or February start date. KCKCC is working with the Pauley Group consultant who will work with our internal search committee.
- Dr. Mosier served as the KCK Womens’ Chamber keynote speaker at a recent scholarship event.
- More presentations to community and business organizations are to come providing opportunities to share the KCKCC story and how we are preparing to meet the economic and workforce needs of the constituents we serve.
- KCKCC’s Fort Leavenworth Discipline Barracks graduation ceremony will be on Aug. 30th in Leavenworth
- The College’s Fall Convocation was attended by 390-402 faculty and staff. The 2020-2023 Strategic Plan kick-off took place with breakout sessions to discuss our Mission and Vision statements. The theme for 2018-2019 is “We Create Our Future.” The future of KCKCC is so bright, we’ve got to wear shades – sunglasses were passed out to Trustees.

Chairwoman Brown asked approval of the President’s Report. Trustee Criswell moved to approve. Trustee McIntyre seconded and the **Motion Carried**.

11) **Community Outreach and Marketing Report:** Ms. Tami Bartunek reported on the following:

- The purpose statement of the Foundation was updated to allow for donations to go for projects other than scholarships (buildings and programs).
- The bylaws for the Foundation have also been updated.

- The launch of Family Fund Giving Campaign for internal giving at KCKCC. The goal is to increase the percentage of internal giving.
- Social Media stats were high over the summer due to the new SnapChat filters and the Flat BlueDevil campaign.

Trustee Sutton asked about donations via Facebook. Ms. Bartunek stated that we are currently approved for this and we will remain approved and can receive donations online.

Trustee Garner asked about the new promotional relationship with the Kansas City Chiefs. Ms. Bartunek shared that KCKCC has a special code so that all KC Chiefs tickets purchased with the special code grants the school \$10.00. To date, we have received \$200.00.

In response to a question from Trustee Criswell earlier regarding the link between promotional efforts and enrollment, Ms. Bartunek shared that tracking efforts are in the works to better correlate the rate of return on marketing promotions to enrollments. Trustee Daniels moved to approve the report and Trustee McIntyre seconded. The **Motion Carried.**

- 12) **Vice-President for Academic Affairs:** Dr. Ed Kremer announced that there are two new deans at KCKCC: Dean of Technical Education and Workforce, Cheryl Runnebaum, and Dean of Academic Support and Assessment, Cecilia Brewer. Trustee Daniels was interested in learning more about the responsibilities and benefits this new role will bring to KCKCC. He asked that Dean Brewer be invited to next meeting.

Dr. Kremer shared that an anti-plagiarism taskforce has been formed. The taskforce would like to create guidelines for faculty and staff to guide the management of plagiarism. Plagiarism is a pervasive problem throughout academia and this taskforce will create clear guidelines for addressing and recognizing plagiarism. Dr. Mosier added that there is a plagiarism epidemic across the country. There is a lot of education that needs to take place to inform staff and students about proper use of information. Hearing no further questions or comments, Trustee Ash moved to approve the report and Trustee McIntyre seconded. **The Motion Carried.**

- 13) **Vice-President of Student Affairs Report:** Dr. Delfi Wilson shared that as of 8:04am, fall enrollment was up by 2.48%, about 125 additional students, we still need about 700 more students to reach the fall 2017 20<sup>th</sup> day enrollment, but all student-facing operations are open later hours to support all students and potential students.

This is the 2nd year of SOAR. This year we had more parent participation, staff, academic deans, and faculty available to answer questions for the parents and students.

Dr. Wilson extended the Student Housing invitation for the Board to visit and take tour of the facilities. Grocery Bingo items are needed, so please make donations by Aug. 20th.

Dr. Wilson provided a quick update on the Community College Student Engagement Survey; KCKCC fared pretty well in comparison to other community colleges similar to ours. A strategy and plan of action will be created based on the data from the survey and will be presented to the Board in a month.

Trustee Garner asked who gave KCKCC the designation as a military-friendly school. Dr. Wilson says it's partially the services we provide; the Vet Center, VA Certification through Financial Aid. Trustee Garner shared that what stands out is that the Board approved moving forward with investing in the Veterans'

Center and we are already showing an increase before the center is finished. He is also pleased to see we have partnered with Bishop Ward High School. It was noted by Dr. Wilson that we are doing very well with high school enrollment. Trustee Ash shared that we first received the military designation under Dr. Cherilee Walker's leadership and he is happy to see Dr. Terry and Dr. Wilson continuing to improve our efforts with veteran students. Mr. Wade Abel, the new director of the Vet Center added to Dr. Wilson's response to KCKCC having received the military-friendly designation. He stated that there are surveys that schools are required to answer that are sent from third-party organizations to investigate the services offered to veterans by the school. Based on those answers, a designation is granted. Trustee Garner commends the profound return on the investment by the designation and increased enrollment. The center will be open soon, and Mr. Abel will be in the center supporting student veterans as well as Ms. Summer Bond assisting with VA certification services.

In response to Trustee Criswell's question about tracking rate of return on marketing efforts and student enrollment, Dr. Wilson shared that MyMajors is a company that provides software that's embedded into our website to gather information about students' interests and needs while collecting important data about the students that could support our efforts to provide services that are needed. MyMajors is seeking to partner with community colleges to provide this service which they already provide to universities. KCKCC has applied for the new pilot study and hopes to be selected to have access to these software and services free of charge. Our commitment is to have at least 100 students and to provide feedback. Trustee Criswell moved to approve the report and Trustee McIntyre seconded. **The Motion Carried.**

- 14) **Chief Information Officer Report:** Mr. Peter Gabriel presented an update on IT services stating that an initial deployment of 180 computers has been completed and an additional 75 machines are on order. KCKCC's Customer Relationship Management (CRM) tool is to be updated and is being moved into the Cloud so it will remain updated and stay current with all other improvements made by Ellucian.

Trustee Ash asked about protection against cyberattacks. Mr. Gabriel responded that we have updated the College's firewalls to the latest technology that connects to a universal system that provides constant updates regarding threats. Hearing no further questions or comments, Trustee McIntyre moved to approve the report and Trustee Criswell seconded. **The Motion Carried.**

- 15) **Human Resources Report:** Chairwoman Brown extended a warm "Welcome Back" to Christina McGee as she stepped to the podium. Ms. McGee publicly thanked the HR Team for managing things on campus while she was physically away from the office. Ms. McGee in her report shared that policy updates are being made. She is hopeful that a Policy meeting will be scheduled soon to move additional policies forward. Currently, the HR Team is updating the hiring process so it is documented to ensure we are being efficient and retaining talent. Lastly, the Korn Ferry Hay Group survey on compensation has been completed. The next step is to develop a pay/compensation philosophy. Amendments to employment data and rate for adjuncts are also in the works. Hearing no further questions or comments, Trustee Daniels moved to approve the report and Trustee Ash seconded. **The Motion Carried.**

- 16) **Finance & Administrative Services Report:** Mr. Mike Beach reported that despite the challenges with the parking lot, revisions to plan allowed the College to stay within budget. With current weather, we will not



make the original completion deadline. The budget interim audit work will begin soon. The college has cybersecurity insurance that protects the college in case a breach happens.

Trustee Garner asked about the net income increase for the coming year's budget. Mr. Beach shared that it is mostly due to the ending of some property tax abatements. Where the increases will go to will be determined later in the year. Hearing no further questions or comments, Trustee Garner moved to approve the report and Trustee McIntyre seconded. **The Motion Carried.**

17) **Unfinished Business:** Dr. Mosier mentioned the Back to School event. Community members lined up at 6:00 a.m. for school supplies and other health services. Approximately 2,700 students received supplies and services for this school year. Dr. Mosier also expressed gratitude to Media Services working so diligently to set up for Fall Convocation at TEC and then set up last night for today's BOT Meeting. A community member asked if KCKCC had dropped Black History and Latin History courses and per the dean of the area; there is one Modern Latin History class and 2 Black history classes on the fall schedule, one online and one on campus.

Trustee Garner asked about the issue with the policy addressed in the June BOT meeting encouraging KCKCC to purchase from small businesses, minorities and women-owned businesses. Mr. Beach responded that the wording is being inserted into the policy with the attorney, and it is in draft form.

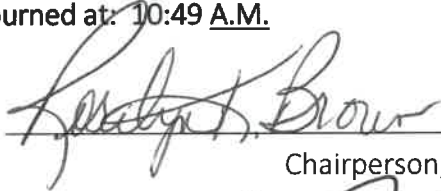
18) **New Business:** Trustee Criswell asked about making the BOT Meeting recordings available sooner and having the Board meetings Live streamed. Dr. Mosier's expectation is for the next Board meeting to be streamed. And, eventually the BOT meetings will be linked live to other KCKCC locations.

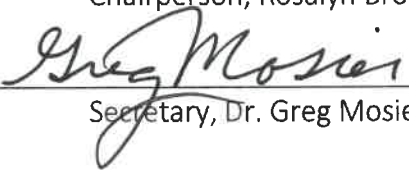
19) **Executive Session:** Chairwoman Brown called for an executive session to discuss matters of individuals in private session. It was set to begin at 10:26 a.m. and end at 10:41 a.m.

20) **Adjournment:** Chair Brown called for a motion to adjourn. Trustee Ash moved to approve and Trustee Daniels seconded.

**The meeting of the Board of Trustees adjourned at: 10:49 A.M.**

ATTEST:

  
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Chairperson, Rosalyn Brown

  
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Secretary, Dr. Greg Mosier