

**Kansas City Kansas Community College
Minutes of the Board of Trustees Meeting
May 21, 2019**

CONSENT AGENDA - A
Meeting Minutes

5:00 P.M.

Upper Level Jewell

- 1) **Call to Order and Pledge of Allegiance:** The May meeting of the Board of Trustees was called to order at 5:00 p.m. by Chair, Rosalyn Brown. The Pledge of Allegiance was led by Cecelia Brewer, Dean Academic Support and Assessment.
- 2) **Roll Call:** Indicated the following present - Trustees: Donald Ash, Rosalyn Brown, Ray Daniels, Evelyn Criswell, Tyrone Garner, Janice McIntyre, and Linda H. Sutton.
- 3) **Approval of Agenda:** Chair Brown called for approval of the Agenda. Trustee McIntyre moved and Trustee Sutton seconded. The **Motion Carried.**
- 4) **Audience to Patrons and Petitioners:** Diane Plunkett, Ph.D., ECED Program Coordinator, approached the podium to voice her concern over the vendor selection process for the Child Care Facility. Dr. Plunkett's concern regarded shared governance and the shared decision-making process. Both Trustees Criswell and Garner queried Dr. Plunkett for clarification as to her concern. Dr. Plunkett responded, that in her opinion, the process for this type of decision was not part of shared governance.
- 5) **Recognitions/Presentations:**
 - Chair Brown called Debate Coaches, Darren Elliott and Scott Elliott to the podium along with two members of the Debate Team. Darren Elliott spoke of the recent debates, one on Long Island, N.Y. and the other in Reno, NV. The KCKCC Debate team swept all three Debate events during that weekend and brought back three Gold National Titles and a Debate National Sweepstakes Championship from the Phi Rho Pi National Tournament. Student Royal Sullivan won Gold in International Parliamentary Debate and was named the top speaker in Lincoln Douglas Debate for the entire National Championship tournament. He was also one of nine students, out of 370, to receive a Student Fellowship Award. Student, Never Rose won Gold in NFA Lincoln Douglas Debate. Both Never and Royal Sullivan won Gold in Team Parliamentary Debate. Darren Elliott stated that this was the first year that "our students have won gold in all three debates."
 - John Stafford, Music Professor and Choral Director, reported on the recent publication of Downbeat Magazine, a Jazz Publication out of Chicago, IL, and their article about the awards the KCKCC music students, as well as instructors, have won in the past three years. The KCKCC students have won eight Downbeat Awards in the last three years. Mr. Stafford also congratulated and gave kudos to

Jim Maier, Associate Professor of Music, Justin Binek, Assistant Professor of Music and Brady Rose, a 2018 graduate in audio engineering along with Adam Bender, current KCKCC student.

- Ms. Andrica Wilcoxon approached the podium and briefly talked about the outgoing Student Senate Officers and all that they had accomplished this year. She next introduced the newly elected Student Senate Officers for the 2019-2020 Academic Year: President - Jose Manuel Paredes, Vice-President – Destin Williams, Treasurer – Nadia Vallecillo, Secretary – Paola Flores, Parliamentarian – Jordan Thaxton, Communications Coordinator – Oscar Alvarez Alonzo, and Chief Information Officer – Daniel Zacapa Morales. Dr. Mosier asked the Officers to stand as he administered their oath of office. Outgoing President, Ms. Aliyah Shaw, thanked the Board for the opportunities she has had over the past two years.

6) **Board Committee Reports:**

- Trustee Garner, reporting on the May 14 Finance Committee Meeting, stated that the Committee had approved the payments to Gaumard for \$327,766.90 and KbPort for \$158,895.00 for the simulation lab in Nursing Professions. This will replace equipment that is very old and outdated. Trustee Garner also reported on the Child Care Facility and the work being done to bring it to completion and up to standards. Trustee Garner reported on the financial health of the College stating that it was “sound” and that the College is being a “good steward.”
- Trustee Daniels reported on the twelve Policies, included in this month’s Board Report for review, and reminded the Board that they will be on the Agenda in June for final approval. Trustee Daniels reported that there are actually ten policies needing approval as two of them are procedures.

7) **Consent Agenda:** Chair Brown called for a motion to approve the Consent Agenda. Before making a motion to approve, Trustee Criswell asked Christina McGee, Human Resources Officer, “What is the difference between separation and resignation?” Ms. McGee responded that separation is when an employee is terminated. Trustee Criswell moved to approve the Consent Agenda and Trustee Sutton seconded. The **Motion Carried.**

8) **Student Senate Report** – Aliyah Shaw reported on the following:

- \$600.00 was raised in the fall and will be used toward student scholarships
- Will be changing the name “events” to “co-curricular activities.
- Student Senate will be including more co-curricular activities in the fall of 2019.
- Recently held the End-of-Year Bash which was attended by approximately 300 + students.
- Will be holding a summer retreat with emphasis on Student Senate Constitution.
- Will be conducting the Student Senate elections electronically
- Working to increase student participation in Student Senate and Campus activities

Hearing no further questions or comments, Chair Brown called for a motion to accept the Student Senate Report. Trustee Criswell moved and Trustee McIntyre seconded. The **Motion Carried.**

9) **President’s Report:** Dr. Mosier reported on the following:

- Stated that it has been a great year for KCKCC and our students, and that looking back over the year, there have been many successes.
- Dr. Mosier thanked the faculty and staff for their hard work.
- Reported on several “firsts” that have taken place over the last two weeks:
 - Veterans’ Graduation Dinner – wonderful opportunity to celebrate KCKCC veterans who are graduating and to thank them for their service.
 - TRIO Student Support Services graduation/reception. Dr. Mosier reported that of the 24 students graduating this semester, 9 hold academic distinctions and honors.
 - Pioneer Career Center graduation reception. Great celebration for the Leavenworth students.
- Tonight is the Respiratory Therapy Pinning at 6:00 p.m. as well as the Physical Therapy Pinning at 7:30 p.m.
- Wednesday evening is the RN and LPN Pinning in the Field House
- Thursday is the KCKCC Commencement Ceremonies: AAS & Certificate Candidates at 2:00 p.m. and AA, AES and AGS candidates at 7:00 p.m. in the Field House.
- Dr. Mosier introduced Mary Spangler, Foundation Director, to give an update:
 - Ms. Spangler reported that the Hall of Fame Scholarship Event raised \$115,000 which is 39% over what was raised last year.
 - June 6 is the Scholarship Award Social recognizing the summer and fall 2019 award recipients. The event takes place from 10-11:00 a.m. in Upper Jewell.
 - Internal Giving Ice Cream Social was held May 7th to honor employees who have donated toward the Student Scholarship Fund. Ms. Spangler reported that almost ¼ of the employees have donated in one way or another.
 - Ms. Spangler thanked Dr. Krueger for working on fundraising with the Deans.
 - There will be a Board Recruitment Coffee, on June 11th in the Board Room from 8-9:00 a.m.
 - Foundation is hopeful to have their long-range Strategic Plan ready for posting soon.

Hearing no further questions or comments, Chair Brown called for a motion to accept the President’s Report. Trustee McIntyre moved and Trustee Criswell seconded. The **Motion Carried**.

10) **Community Outreach and Marketing Report:** Tami Bartunek reported on the following:

- Talked about the T-Bones baseball tickets and their availability to all KCKCC employees by showing their employee ID badge upon entering the stadium. Ms. Bartunek thanked Matt Fowler, KCKCC Web Designer for designing the KC hat for Sizzle, the T-Bones mascot, on their KCKCC advertisements.
- Talked about the number of tweets (8769) while Representative Davids was visiting campus. There were almost 8600 tweets when the information about the downtown Wyandotte campus was made public.
- Ms. Bartunek responded to a question that Trustee Criswell had at the April Board Meeting regarding how to track when someone applies to KCKCC. Ms. Bartunek stated that there is a plan to be able to

track when someone logs on to the KCKCC website and then follow that person's progress once they hit the "apply" link.

Hearing no further questions or comments, Chair Brown asked for a motion to accept the Marketing Report. Trustee McIntyre moved and Trustee Sutton seconded. The **Motion Carried**.

11) **Vice-President for Academic Affairs:** Dr. Krueger reported on the following:

- Congratulated Dean Cecelia Brewer for her participation on a panel discussion regarding Assessment Matters at Johnson County Community College.
- The Open House at the Learning Commons was well attended.
- The Performing Arts Center had the best attendance ever for the play, Heathers.
- Complimented and congratulated the many Skills USA winners.
- Talked about participating in the Fire Science Academy activities over the weekend.
- Reported that there are 150 children enrolled in Kids on Campus.
- Introduced the new Director of Assessment, Cynthia Goudeau.

Hearing no further questions or comments, Chair Brown called for a motion to accept the VP-AA Report. Trustee Daniels moved and Trustee Sutton seconded. The **Motion Carried**.

12) **Vice-President of Student Affairs:** Dr. Delfi Wilson reported on the following:

- Dr. Wilson thanked the Commencement Committee and the 2019 graduates
- Introduced Dr. Stephen Terry to give an update on KPI (Key Performance Indicators) as it relates to the Strategic Plan. Dr. Terry shared that student enrollment, across the state of Kansas, is down 2% but also relayed that the KCKCC Fall 2019 enrollment is up 248 students and 2,372 credit hours compared to the same reporting date last year. Dr. Terry provided much data as it relates to student enrollment. Trustee Daniels asked Dr. Terry what an F1 student is. Dr. Terry responded that those are students in this country on a visa.

Hearing no further questions or comments, Chair Brown called for a motion to accept the VP-SA Report. Trustee Sutton moved and Trustee McIntyre seconded. The **Motion Carried**.

13) **Chief Information Officer Report:** Peter Gabriel reported on the following:

- IT will begin testing the new phone system effective June 7th or June 21st.
- All of the classrooms, in the Humanities hallway, now have the new phone system.
- With the implementation of the new system, it will no longer be necessary to dial the 4-digit long distance code.

Hearing no further questions or comments, Chair Brown called for a motion to accept the Chief Information Officer's report. Trustee McIntyre moved and Trustee Sutton seconded. The **Motion Carried**.

14) **Human Resources Report:** Christina McGee reported on the following:

- This is Insurance and Benefits time for The Human Resources Department.
- Congratulations to Mary Bautista for having completed the Faculty Development Track.

Trustee Daniels asked about mandatory training and who is to train. Ms. McGee responded that the training is mandatory for supervisors with regard to evaluations. The training took place in March and April.

Hearing no further questions or comments, Chair Brown called for a motion to accept the Human Resources report. Trustee McIntyre moved and Trustee Sutton seconded. The **Motion Carried**.

15) **Finance & Administrative Services Report** – Mr. Mike Beach reported on the following:

- Nearing the end of the “0” based budget – have made a few adjustments. Will provide a final report at the June Board meeting.
- Recognized Campus facilities – Building and Grounds and Campus Police and stated that “the facilities team shines.”
- Finances are sound and moving in a positive direction.
- Responded as to why there was a \$5.8 million loss showing on the Budget Summary. This is due to a large tax payment that is due in June. Once that is paid, the budget will return to normal.
- Over 77% operating expense
- Reported that there have been several new reports added to the Financials.

Trustee Criswell requested that an outline of upcoming projects be provided at the next Board meeting.

Trustee Garner requested an update on long-term student housing, options for the Pioneer Career Center and additional upgrades to the Main Campus.

Hearing no further questions or comments, Chair Brown called for a motion to accept the ~~Human Resources~~ ^{CFO} report. Trustee Sutton moved and Trustee McIntyre seconded. The **Motion Carried**.

16) **Unfinished Business:** There was no unfinished business to address.

17) **New Business:**

- Discussion about the 2019-2020 Board of Trustee meeting dates. There were concerns regarding the October Board meeting as several Trustees will be attending the ACCT Summit in San Francisco. Possibility of moving the meeting to Tuesday, October 22nd. The vote was tabled until the June 18th meeting.
- Trustee Daniels stated that the 12 policies, included in this month’s Board reports, are “read only” for review. The policies will be included on the June Agenda for approval. Three of the policies are procedures and not policies – Closing Procedure, Discrimination and Harassment, and Performance Procedure. These are supportive procedures.

Trustee Ash stated that the Smoke Free Campus Policy needs to reflect, “Tobacco Free Campus.”

18) **Executive Session:** Two Executive Sessions were scheduled for the May 21st meeting:

- Chair Brown called for a motion to enter into Executive Session for consultation with the College attorney which would be deemed privileged in the attorney-client relationship. A time of 15 minutes was requested. Executive Session began at 7:20 p.m. with Trustee Ash seconding the motion. The Trustees returned at 7:39 p.m.

- The second Executive Session, for consultation with the College attorney which would be deemed privileged in the attorney-client relationship, was called at 7:40 p.m. with a motion by Trustee Ash and seconded by Trustee Garner. Executive Session was expected to last 15 minutes, until 8:00 p.m. Trustee Ash stated, as there was to be no action to follow, that the meeting adjourn as the Trustees enter into Executive Session.

19) **Adjournment:** Chair Brown called for adjournment with the beginning of Executive Session.

The meeting of the Board of Trustees adjourned at 7:40 p.m.

ATTEST:



Chairperson, Rosalyn Brown



Secretary, Dr. Greg Mosier

Kansas City Kansas Community College, Board of Trustees Meeting
Executive Session, May 29, 2019

Consent Agenda – A1
Meeting Minutes

Members Present: Dr. Ray Daniels, Mr. Don Ash, Ms. Evelyn Criswell, Dr. Janice McIntyre, Mr. Tyrone Garner

Members Absent: Ms. Roslyn Brown, Ms. Linda Hoskins Sutton

Meeting opened at 4:03 PM to discuss in executive session progress and necessary next steps to proceed with contract negotiations, creation of lease agreement for the operation of the early childhood education center facility on campus.

Action to follow. Time for executive session 1.0 hours

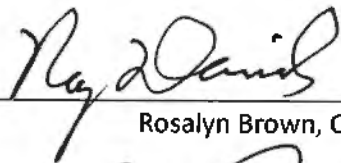
5:00 p.m.: Executive session ended and moved back into open meeting.

Action: Motion made by Trustee Garner to continue contract negotiations with currently proposed vendor for the operation of the early childhood education center facility on campus. Seconded by Trustee Criswell.

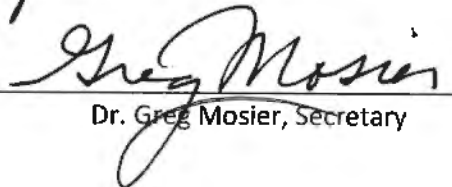
5:02 p.m.: Motion to adjourn made by Trustee Criswell. Seconded by Trustee McIntyre

Meeting adjourned.

ATTEST:



Rosalyn Brown, Chair



Dr. Greg Mosier, Secretary

**KANSAS CITY KANSAS COMMUNITY COLLEGE
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
MAY 31, 2019 – 4:00 P.M.**

**Consent Agenda – A2
Meeting Minutes**

The following were present: Trustees Ash, Brown, Criswell, Daniels, Garner, McIntyre, Sutton and President Dr. Greg Mosier

Meeting consisted of three topics for discussion:

- (1) Draft Proposal – FY 2020 Budget
- (2) 10-Year Institutional Trend Data
- (3) KCK Police Dept. Expansion Proposal

- (1) Dr. Mosier presented the 2019-2020 draft budget and stated for HLC requirements the College needs to maintain a 4.5 month reserve but that the College is still slightly short of that amount. Unrestricted reserves are at \$21,562,295, and the college needs approximately \$6.5 mil/month to operate. Total expendable reserves are at \$27,920,002.

Dr. Mosier discussed the current status of the Leavenworth Pioneer Career Center. He mentioned that with approximately 2 years on the existing lease the College and Board will need to determine what is in the best interest of the College moving forward. Options would be to remodel the existing PCC location or purchase and remodel an alternate facility, much of how the KCK Technical Education Center was created. Dr. Mosier stated that before any decisions are made we will want to have a meeting with Dr. Mike Roth so he is aware of our intentions.

Dr. Mosier discussed the ambient project and stated that the first ambient learning mural is located at the bottom of the stairwell going to the Bookstore and is a memorial to Mr. J. Paul Jewell. There will eventually be murals in the downstairs watering hole as well as throughout other hallways and classrooms.

Discussion of upgrades on the following: Student housing – the need for serious upgrades, i.e., furniture, walls, carpeting, etc. Athletic Training Center – weight room needs to be brought up to code. Dr. Mosier stated that there will be discussion later in the meeting about upgrades to the Police Training Center as well as addressing the student housing issue.

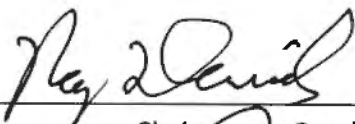
Dr. Mosier discussed reserves for the new Downtown Center, Leavenworth, Learning Spaces and Housing with total budgeted at over \$30 mil. Trustee Garner stated that he would rather concentrate on spending funds for the main campus.

Trustee Daniels asked about the zero-based budget and Trustee Ash stated that it was needed. Dr. Mosier stated, going forward, the zero-based budget will continue but in a modified version.

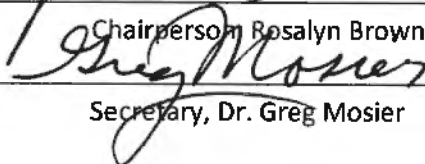
- (2) Dr. Mosier discussed KCKCC's 10-Year Institutional Trends, including the data from Dr. Mihir Chanda. Dr. Mosier said there has been a decrease in both headcount and number of credit hours by 20% over the past 10 years. One of the reasons for the change is that students are not continuing from the fall to spring semester after they have enrolled. According to our statistics, KCKCC is retaining more males than females which could be influenced by TEC and the classes offered. Trustee Daniels noted that enrollment at the high schools is increasing but it appears there may be concerns with regard to reaching out to those students, especially high school seniors. There needs to be discussion as to what we are doing well at some locations and why poorly at others. The retention rate for the fall of 2018 indicated higher retention for full-time students as opposed to part-time students; however, the type of awards conferred indicates that there are more students earning an award of less than one academic year as opposed to those receiving an associate's degree. Discussion included a raise that faculty is requesting. Dr. Mosier stated that the mil levy has pretty much stayed even over the years and, for now, will continue to do so. He stated that federal grants and contracts have been going down over the years but that supplies and expenses have gone up.
- (3) Dr. Mosier gave a presentation on the KCK Police Department Training Center, located on the KCKCC Campus. KCK Police Chief, Terry Ziegler, in discussion with Dr. Mosier, would like to expand their parking lot and add a building to accommodate more physical training. Dr. Mosier stated that we would be in agreement as long as the extra land to the west, can be marked for a future student housing. Dr. Mosier stated that he had been in discussion with Mr. Dave Mendez of the architect firm, Hoefler Wysocki and had an architect's drawing of the area which included both the training center, the dorm, plus green space. Chief Ziegler stated that they were waiting for a grant to be able to begin work on the building and then see what the possibilities would be, time-wise. Trustee McIntyre asked what Dr. Mosier needed from the Board with the response being, a motion of approval to move forward. Trustee McIntyre moved to support Dr. Mosier as he moves forward in further discussions with Chief Ziegler and the architect firm. Trustee Criswell seconded it and the Motion Carried.
- * Let the Minutes reflect that Trustee Tyrone Garner, being a full-time employee of the KCK Police Dept., recused himself from any discussion about the Training Center as well as abstained from voting.

The Meeting adjourned at 6:15 P.M.

Attest:



Chairperson Rosalyn Brown



Secretary, Dr. Greg Mosier