



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



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

**KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting Minutes – Amended
October 19, 2021 – 9:00 A.M.**

Meeting Location: Hybrid – KCKCC Pioneer Career Center and Zoom Meeting

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 9:04 a.m. The Pledge of Allegiance was led by Chair Ray Daniels.
2. **KCKCC Mission Statement:** Chair Daniels read the College mission statement.
3. **Roll Call:** Indicated the following trustees present – Ash, Brown, Brune, Criswell, Daniels and McIntyre. Trustee Hoskins Sutton was not present.
4. **Approval of Agenda:** Chair Daniels called for a motion to approve the agenda. Trustee McIntyre made the motion. Vice-Chair Criswell seconded the motion.
The Motion Carried.
5. **Audience to Patrons and Petitioners:** There were no patrons or petitioners.
6. **Recognitions/Presentations:** Chair Daniels invited Dr. Stephen Terry, Dean of Enrollment Management, and Mr. Rod Moyer, Chairman of the Kansas Employer Support of the Guard & Reserve (ESGR), to the podium to present the Kansas Employer Support of the Guard & Reserve Patriot Award to Dr. Greg Mosier. Mr. Moyer shared the mission and vision of ESGR. He followed by reading the nomination letter for the Board and thanked Dr. Mosier for his support of the members of the Guard and veterans.

Chair Daniels invited Ms. Christina McGee, Chief Human Resources Officer, to present the Employee Satisfaction Survey Report. She shared the results from the four categories of review in the Employee Satisfaction Survey and made comparisons between the reports from 2018 and 2021. The categories are Campus Culture and Policies, Institutional Goals, Involvement in Planning and Decision-making, and Work Environment. Ms. McGee shared the surveys are a collaborative effort of the Human Resources and Institutional Effectiveness departments. The summary of the report has been posted on the website

and shared with the Board via email earlier this month. Ms. McGee shared the key items noted from the survey.

7. **Communications:** There were no communications.
8. **Board Committee Reports:** Chair Daniels called for reports from the Board Committees.
 - On behalf of the Board Finance Committee, Vice-Chair Criswell shared an overview of the Monthly Financial Report presented at the Board Finance Committee on Tuesday, Oct. 12, 2021. She noted the preliminary audit report was reviewed and the Topping Out Ceremony for the Student Housing project was well attended.
 - On behalf of the Board Policy Committee, Trustee Brown, in the absence of Trustee Hoskins Sutton, shared that the committee has several policies for approval later in the meeting. She added there are a number of policies in process as well.
 - Trustee Ash shared an update from the ACCT Annual Leadership Congress Meeting he and a few trustees attended last week in San Diego, CA. He and Trustee Hoskins Sutton attended Chair's Academy and have notes and handouts to share with the Board. The next ACCT Legislative Congress meeting will be in February 2022 in person. The information for the December KACCT Quarterly meeting is to come.
9. **Consent Agenda:** Chair Daniels called for a motion to accept the agenda. Trustee Brown made a motion to accept the Consent Agenda. Vice-Chair Criswell seconded the motion. **The Motion Carried.**
10. **Student Senate Report:** Chair Daniels called for the Student Senate President's report. Ms. DeJaria "DJ" Guillory introduced herself and the Student Senate Cabinet members to the Board. The Student Senate Cabinet members are – Ms. Aysia Arrowwood, Vice-President; Ms. Shawnee Warren, Campus Activities Coordinator; Ms. Ikia Elam, Parliamentarian; Ms. Chrystal Tucker, Chief Information Officer; and Mr. Oscar Alvarez-Alonzo, Graphic Designer. Ms. Guillory began with the great experience for Student Senate to participate in the Student Housing Topping Out Ceremony and sign the beam. From the last Student Senate meeting, six policies were reviewed. She shared the planning for the "Halloween Bash" is in progress with each student club participating in the "Trunk or Treat" as well as the hosting of a drive-in movie, costume and dance contest, maze, rollercoaster rides and food trucks.

Ms. Guillory added the upcoming events for Student Senate include planning for "Breakfast with Santa" at each of the campuses and opportunities for children to wrap a gift for their parents. She concluded her report and asked the Board for any questions or comments.

Chair Daniels thanked Ms. Guillory and the Student Senate Cabinet for being present and for their informative report. Hearing no other comments, Vice-Chair Criswell made the motion to accept the report. Trustee McIntyre seconded the motion. **The Motion Carried.**

11. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier shared gratitude for the strong Student Senate Cabinet and thanked them for their report. He added special thanks to Ms. Guillory for her representation at the Student Housing Topping Ceremony.

Dr. Mosier began his report with the COVID-19 report sharing that the College is doing well with only 7 employee incidents in the last month, of which 5 were COVID-positive and 2 close contacts. He continued by sharing, for the students, the College had 26 COVID-related incidents in the last month, with 11 COVID-positives and 15 close contacts. He congratulated everyone for their hard work in maintaining a small number of COVID incidents and shared that there is currently no change in recommendations for the COVID safety precautions at KCKCC.

Dr. Mosier mentioned that Mr. Pope would share during the HLC Update details regarding the HLC Mock Visit occurring next week. He continued by announcing that an agreement with the Federation for Advanced Manufacturing Education, or FAME, was signed this month to support Automated Information Technology program. KCKCC is the first college in the state of Kansas to become a FAME college. FAME will sponsor a designated number of students each semester, supporting them through college and will also hire them upon program completion. The students must apply to FAME to become a student for this program.

Dr. Mosier shared that he and Dr. Tami Bartunek visited with Merchant McIntyre and Associates in Washington, D.C. During their visit, they had great meetings in person with Senators Marshall and Moran and virtually with Rep. Davids' office. They also worked on additional funding sources for KCKCC projects. For the Downtown Project, KCKCC received a donation from Mr. Gordon Lansford, president of JE Dunn Construction, in the amount of \$75K for the Downtown project. This donation is in addition to other in-kind donations JE Dunn has provided to the College regarding the project.

Dr. Mosier shared publicly an update regarding the mold concerns in the student housing facilities the College currently leases for students. He thanked Mr. Michael Beach and the Facility Services team for their hard work in managing this situation with the rooms. Dr. Mosier added the College went from 14 available rooms for students to 40 rooms now available after proper cleaning in partnership with Titan Environmental Services. He continued the Student Affairs team, led by Dr. Delfina Wilson, is working to return as many students to the cleared rooms in Student Housing as possible. Many remediation and construction items are still needed for other rooms.

Dr. Mosier echoed the great turnout and experience of the Student Housing Topping Out Ceremony on Friday, October 15th. He added the roof of the new student housing facility will be complete in November, making the facility weather-proofed for the winter. Construction for the building will continue through spring 2022 for a grand opening in June 2022.

Dr. Mosier shared that KCKCC, in addition to seeking funding for the Downtown Project, will join Unified Government (U.G.) and regional partners to pursue funding from the American Rescue Plan Act (ARPA) to build a regional emergency response training facility. He explained the process the group is currently engaged in pursuing this project. The College is building stronger partnerships across the KC Metro and engaging in projects of our own to invest in a brighter future for Wyandotte County and the Kansas City metro area. Dr. Mosier added he will be presenting to the U.G.'s Landmarks Commission, the third hearing to discuss questions about the Downtown Project and the Seventh Street Church via Zoom on Monday, November 1st. All interested may contact Dr. Mosier for the meeting information.

Lastly, Dr. Mosier shared that the KCKCC Board of Trustees' Annual Food Drive has begun and will run through Monday, November 15th. He invited everyone to bring in food, bathroom and kitchen necessities to the President's Office for collection. As with every year, the donation will be displayed for everyone to celebrate. Dr. Mosier concluded his report and asked the Board for any comments or questions.

Chair Daniels, on behalf of the Board, thanked Dr. Mosier and the staff for working so hard for the students regarding the mold issues in Student Housing.

Hearing no additional questions or comments, Trustee Ash made a motion to accept the report. Trustee Brown seconded the motion. **The Motion Carried.**

12. **Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope presented the following highlights from the report – from the Academic Support and Assessment division, Dr. Cynthia Goudeau released the inaugural assessment report on Friday, October 1st. Mr. Tom Grady, Director of Center for Teaching Excellence, has been invited to be a part of a workgroup developing a program for the National Institute for Staff and Organizational Development (NISOD). The program is titled, "Teaching at a Community or Technical College." Additionally, Mr. Grady has been invited to be a presenter for the Colleague 2 Colleague (C2C) Monthly Professional Development Series. His presentation, "Teaching in a Post-Pandemic World: Key Trends in Higher Education" is scheduled for October 25, 2021.

Mr. Pope continued by sharing from the Learning and Library Services division, the Learning Services department hosted a workshop for study skills for the student athletes. The Writing Center is sponsoring a Writing Club for students. Additionally, Dr. Amanda Williams, Director of Learning Commons, will be sharing her research on, "The Lived Experience of Female Deans and Directors," at the American Association of American Colleges & Universities (AAC&U) Annual Meeting - Educating for Democracy.

Mr. Pope shared from the Arts, Communications and Humanities division, Professor of Music, Mr. Jim Mair, is in the running for Kansas City's favorite jazz saxophonists in a competition sponsored by KC Jazz Ambassadors. Additionally, the College has a few

adjunct faculty members also in the running for their respective categories. The Theater department successfully presented, "You're a Good Man, Charlie Brown" performances in the Performing Arts Center last week. Dr. Justin Binek, Associate Professor of Music, signed a contract to co-author the latest edition of a jazz history textbook. The KCKCC jazz ensemble, The Standard, has released their latest album entitled, "Coal and Diamonds."

Mr. Pope shared from the Career and Technical Education division, the Electrical Technology Program at the KCKCC-Pioneer Career Center (PCC) are gaining real-world experience working on some projects within the KCKCC - PCC building. A project manager from Habitat for Humanity, Mr. Matt Trusty, toured the KCKCC-TEC Training Village. The Building Engineering and Maintenance Technology (BEMT) program received a Perkins Grant for new program equipment. The Adult and Continuing Education department has achieved an agreement to deliver GED/ABE services at the Lansing Correctional Facility in Lansing, KS. Mr. Pope shared there was a Fair Chance Job Fair held in September at KCKCC-TEC.

Mr. Pope shared from the Health Professions division, the accreditation reviewers for Nursing from ACEN and KSBN had many exciting things to say about the programs here at KCKCC and recommended full approval for the maximum time available for accreditation. The Respiratory Therapy program received similar praise and recommendations from the Committee on Accreditation for Respiratory Care (CoARC).

Mr. Pope continued his report with highlights from the Mathematics, Science, Business and Technology division - Dr. Ed Kremer, Dean of the division, and the Biomanufacturing students are studying the Coronavirus; two Professors of Business, Ms. Teri Huggins and Dr. Sue Courtney, received Excellence in Teaching awards for 2021. In response to Trustee Hoskins Sutton's inquiry from last month, Mr. Pope welcomed Ms. Annette Farrell as the new Coordinator of the Early Childhood Education and Development program. He concluded his report and asked for any questions or comments from the Board.

Chair Daniels thanked Mr. Pope for his report and called for a motion to accept the report. Trustee Brown made a motion to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

- 13. Vice President Student Affairs Report:** Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Dr. Delfina Wilson highlighted the following from the report – to date, \$2.4 million of the HEERF III COVID Relief funds have been dispersed to approximately 1,580 students. She added COVID Relief Fund grant applications are available on the website. Funds will be available for spring semester 2022.

Dr. Wilson shared although enrollment is down, it has remained steady. Spring 2022 enrollment will begin in the next week. The new text messaging platform, Signal Vine, will be active to support the College in connecting and communicating with students in spring

2022 as well. The Registrar's Office has implemented a new electronic diploma system that will provide electronic diplomas, in addition to the paper diploma, to KCKCC graduates. The Enrollment Management department will begin the Blue Devil Early College Program, which will partner with local high schools to offer college courses to their students at KCKCC.

Dr. Wilson continued by sharing the Kansas Promise Act Scholarship has supported 20 KCKCC students with approximately \$30K for school. On Wednesday, Oct. 13th, the Registrar's Office hosted a Transfer Fair with 23 colleges on site. There were 83 students who attended and great feedback was provided from the student surveys about the event. Last month, the Counseling and Advocacy Center partnered with the Church of the Resurrection to sponsor a Mobile Food Pantry at KCKCC – TEC. The Mobile Food Pantry served 57 families, 165 individuals with approximately 1,386 pounds of food. The Counselling and Advocacy Center also partnered with the Center for Equity, Inclusion and Multicultural Engagement (CEIM) and Fringe Benefits of Education (FBOE) to co-sponsor the "Together We Can" event which focused on consensual relationships and sexual assault prevention. There were 90 students in attendance.

The Military and Veterans Center is hosting the "Battle of the Branches" Food Drive from October 15th through November 15th. This is a competition amongst the military branches to see who will provide the most food. The Student Affairs division and Facility Services department have been working together to find solutions for the students staying in Student Housing. She reported that rooms are being remediated and students are returning to campus. Dr. Wilson thanked everyone for their commitment to the students.

Dr. Wilson concluded her report by sharing the CEIM has collected 39 applications from faculty, staff, students and community members for the CEIM Council. There will be 20 members. The CCSSE Report will be presented at the November 2021 Board meeting. She asked the Board for any comments or questions.

Hearing none, Trustee McIntyre made the motion to accept the report. Trustee Brown seconded the motion. **The Motion Carried.**

14. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach (VPSIO) report. Mr. Omar Brenes, Web Architect, on behalf of Dr. Tami Bartunek, shared the following highlights – he welcomed the new Executive Director of Marketing of Institutional Image, Ms. Kris Green. Mr. Brenes added Ms. Green will visit the Board at the November meeting.

Mr. Brenes shared Dr. Bartunek had the privilege to welcome Rep. Kathy Wolfe Moore (D - KS) and Sen. Pat Petty (D - KS) to the College for a lunch with the Kansas Board of Regents hosted at KCKCC – TEC. The legislatives received a tour of KCKCC – MC and KCKCC – TEC. Dr. Bartunek participated in a brainstorming group with the University of Kansas (KU) to determine new ways for KCKCC and KU to partner and provide opportunities to students. She prepared the Certificates of Appropriateness for the

planning of the new Downtown Community Education, Health and Wellness Center. She worked with the KCK Women's Chamber Foundation to plan the "2021 Purses with a Purpose" fundraising event. Dr. Bartunek also attended the Argentine Betterment Corporation (ABC) council meeting to support the Downtown Community Education, Health and Wellness Center.

Mr. Brenes shared the Marketing department have been nominated for several National Council for Marketing & Public Relations (NCMPR) awards this year. There will be an update when the results for the awards are in. Mr. Brenes concluded the report and asked for any questions or comments.

Hearing none, Vice-Chair Criswell made the motion to accept the report. Trustee McIntyre seconded the motion. **The Motion Carried.**

15. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer (CFO) report. Mr. Michael Beach highlighted the following items from the Board report – he shared the Annual Audit Report will be presented by Novak Birks at the November Board meeting. Preliminary reports show no significant concerns which is wonderful in light of accounting for COVID funding. Mr. Beach continued that Mr. Chris Gardner, Director of Facility Services, and the Facilities crew have been remarkable in working with the remediation project for Student Housing. The new Student Housing project continues to progress, the College having hosted the Topping Out Ceremony last week. The ceiling structures and windows are beginning to be placed as the construction team works speedily towards getting the new Student Housing building weather proofed.

Mr. Beach shared the Finance team are working feverishly with supporting students through the mold remediation with refunds and room discounts where necessary. He continued with the KCKCC Bookstore which is ahead of schedule for the spring 2022 adoption process for textbooks. Mr. Beach pointed to the great jobs done by Event Scheduling, Facilities Services and College Police departments. He concluded his report by expressing thanks to Vice-Chair Criswell for sharing the College's financial report.

Hearing no questions or comments, Vice-Chair Criswell made the motion to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

16. **Chief Human Resources Officer Report:** Chair Daniels called for the Chief Human Resources Officer (CHRO) report. Ms. Christina McGee highlighted the following items from the Board report – the Human Resources department is current updating the Ellucian system and testing the time-entry system with plans for completion in January 2022. Training for supervisors in the new system will begin in November 2021.

Ms. McGee continued the annual compliance training was launched in late September and is due by for completion by all employees by Sunday, October 31st. The training

includes Title XI, Discrimination, Harassment and FERPA segments. Open enrollment for employee benefits is currently in progress. There was a Flu and COVID Vaccine Clinic held last week. Lastly, Ms. McGee shared data from the quarterly New Employees Survey and Exit Interview reports.

Hearing no questions or comments, Trustee Brown made the motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

17. **Chief Information Officer Report:** Chair Daniels called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report – he thanked Mr. Pat Kelly, Academic Support Coordinator, for the Enrollment Management training and the Media Services department for an amazing job at the Student Housing Topping Out Ceremony.

Mr. Gabriel shared the ePurchasing system was integrated into the self-service platform and the Leave Request system would be the next to move to the platform. He shared there are new software being introduced in the Student Affairs division to provide better support to faculty, advisors and students. Mr. Gabriel concluded his report and asked the Board for any comments or questions.

The Board echoed Mr. Gabriel’s comments on a job well-done at the Topping Out Ceremony by the Media Services department. Hearing no other questions, Chair Daniels called for a motion to accept the report. Trustee Ash made the motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

18. **Unfinished Business:** Chair Daniels invited Mr. Pope to present an HLC update. Mr. Pope shared the Mock HLC Site Visit occurred Monday, October 25th. The visit served as a good exercise and reminder for the campus of the questions and engagement with the HLC Peer Review team in March 2022. He shared the agenda from the visit and offered kudos to the HLC Steering Committee and those across the campus who have been assisting with gathering data for the report.

19. **New Business:** Chair Daniels invited Dr. Mosier to present regarding the request for approval of contract renewal with Merchant McIntyre and Associates. Dr. Greg Mosier shared the data and results of Merchant McIntyre’s support during the last contract year. The College is building a strong narrative and making progress with the federal funding system. He shared the contract terms are the same as last year and recommended the partnership for another year.

Trustee Brown made the motion to approve the contract renewal with Merchant McIntyre and Associates. Trustee Brune seconded the motion. **The Motion Carried.**

Chair Daniels invited Trustee Brown to present the list of college policies for approval. Trustee Brown presented the following policies for approval - 403b Savings Plan,

Academic Renewal Policy, Course Repetition Policy (2.11), Fundraising and Donations Policy, Student Record Privacy Policy (3.04) and Travel and Meals Policy (4.02).

Vice-Chair Criswell inquired about precautions for traffic violations for rental vehicles used on college business in the Travel and Meals Policy (4.02). Ms. McGee made note to add language addressing payment of traffic violations incurred in a vehicle rented for college business.

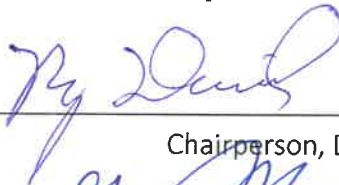
Chair Daniels called for a motion to approve the policies with the amended language for the Travel and Meals Policy (4.02). Trustee Ash made the motion. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

20. **Executive Session(s):** Chair Daniels acknowledged that there were no actions to be taken from the executive sessions for the general meeting.

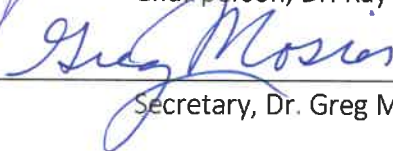
21. **Adjournment:** Chair Daniels thanked everyone for their contributions to the meeting and called for a motion to adjourn the meeting. Vice-Chair Criswell made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

The meeting of the Board of Trustees adjourned at 11:18 a.m.

ATTEST:



Chairperson, Dr. Ray Daniels



Secretary, Dr. Greg Mosier

