



**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  
December 14, 2021 – 5:00 P.M.**

**Meeting Location:** Hybrid – KCKCC-Main Campus, Upper Jewell Lounge 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 5:05 p.m. The Pledge of Allegiance was led by Trustee McIntyre.
2. **KCKCC Mission Statement:** Chair Daniels read the College mission statement.
3. **Roll Call:** Indicated the following trustees present – Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton and McIntyre. All members were present.
4. **Approval of Agenda:** Chair Daniels shared the following updates to the meeting agenda –
  - Climate Action KC Presentation will be postponed to a later date and
  - Policy 3.06 - Student Holds will be postponed and brought back at a later time for Board approval.

Vice-Chair Criswell made the motion to approve the agenda with the amendments. Trustee Brown seconded the motion. **The Motion Carried.**

5. **Audience to Patrons and Petitioners:** Chair Daniels invited any patrons or petitioners, both virtual and in-person to address the Board and reminded all to be respectful of the 5-minute time limit. Ms. Andrica Wilcoxon, 2807 N. 109<sup>th</sup> Street, Kansas City, Kansas, 66109, spoke to publicly thank Ms. Sheri Seeman and Nurse Sylvia Gillis for their tremendous contributions and “hearts of gold” in service to students and community of KCKCC. Ms. Wilcoxon shared about their many deeds and caring acts for the faculty, staff and students and expressed that they each will be greatly missed.

The Board echoed their appreciation for the great service of Ms. Seeman and Ms. Gillis and wished each of them well in their respective ventures.

6. **Recognitions/Presentations:** Chair Daniels invited Dr. Mosier to lead the new trustees in the Oath of Office. Trustees Evelyn Criswell, Linda Hoskins Sutton and Brad Isnard (Elect) each stood and pledged the oath as led by Dr. Mosier.

The Board thanked Dr. McIntyre for sharing her great knowledge of education and success in the classroom, passion, and care for the people at the college and community during her term as trustee. The Board and KCKCC community wished her well.

7. **Communications:** There were no communications scheduled.

8. **Board Committee Reports:**

- 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, December 7<sup>th</sup>. She extended kudos to the Finance department for the promotion of practices that support the healthy cash position of the College such as zero-based budgeting, questioning cost drivers and promoting a culture of financial accountability.
- Trustee Ash shared feedback from the KACCT Quarterly meeting in December at Pratt Community College. He noted great training for new trustees was presented and all information received from the Director of KACCT was shared with all KCKCC Board members. The next KACCT Quarterly meeting will be in April 2022 for Phi Theta Kappa scholarships. Trustee Ash concluded that the Board plans to attend the 2022 ACCT National Legislative Summit in Washington, D.C. in February 2022.

9. **Consent Agenda:** Chair Daniels called for a motion to approve the Consent Agenda. Trustee Ash made the motion. Trustee McIntyre seconded the motion.

**The Motion Carried.**

10. **Student Senate Report:** There was no report due to winter break.

11. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier began by thanking Trustee McIntyre for her guidance during her term as trustee and welcoming Trustee Isnard. He also thanked the Board for their continued support in the advancement of the College. Dr. Mosier continued in expressing his gratitude to the faculty and staff who are on the front lines everyday with our students.

In the monthly COVID Incidents Report, since the last Board meeting, Dr. Mosier shared for employees, there have been 10 COVID-related incidents with 5 employees testing COVID positive, 2 of those were vaccinated. For the students, there were 20 COVID-related incidents, with 11 students testing COVID positive. None of the students were living in student housing or were student athletes.

As a follow up from the SPARKS Executive Committee meeting on Thursday, November 18<sup>th</sup>, Dr. Mosier met with Kansas Senate president, Mr. Ty Masterson, who flew from Wichita for lunch, a tour of the downtown site and to talk about plans for downtown. He revisited the College plans to submit a \$30 million request for SPARKS funding with the Health and Education Subcommittee to be used for the Downtown project. The award would possibly pass in March or June 2022. Additional discussions are in progress to submit to Sen. Moran's and Sen. Marshall's offices regarding Congressional Discretionary spending for 2022, which is similar to the \$2 million request submitted by Rep. Davids on behalf of the College.

Dr. Mosier continued by sharing information regarding an additional federal funding opportunity the College is pursuing as part of a \$10 million KC Civic Council consortium proposal for the EDA Good Jobs Challenge Grant. KCKCC plans to submit for \$1.5 to \$2-million for a High Voltage/Lineperson Program to be housed at KCKCC -TEC-1.

Dr. Mosier shared other federal grant opportunities the College is working on in partnership with Merchant McIntyre such as the NSF Scholarship Grant; National Humanities Grant (for infrastructure and capacity); Initiatives in Humanities at Community Colleges; Mental Health Awareness Grant; NSF Advanced Technology Grant.

Dr. Mosier was pleased to attend the inauguration of the Wyandotte County elected officials on Monday, December 13<sup>th</sup>, and mentioned that he looks forward to working with Mayor Garner, once Trustee Garner at KCKCC, who proved to be a strong advocate of education and the community college in his service as a board member.

The Board thanked Dr. Mosier, the administration, faculty and staff for their efforts around the COVID pandemic.

Chair Daniels mentioned that Dr. Bartunek would make her Board report next in order to attend another engagement later on behalf of the College.

12. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach report. Dr. Tami Bartunek began by reporting that the social media following remains strong. She offered kudos to Ms. Kris Green, the new Executive Director of Marketing and Institutional Image, who is off to a great start and working in the preparation of the KCKCC Strategic Plan Update for January 2022.

Dr. Bartunek shared footage from the following events and broadcasts -

- The "Make It Count" event broadcasted on KMBC 9 News with KCKCC in partnership with the Spencer C. Duncan Foundation. The event was recorded at the KCKCC-TEC location.
- Mr. Jerry Pope, Vice President of Academic Affairs, who was featured on KC Spotlight with Lauren Scott sharing updates on the Student Housing Project,

programs and class offerings and the Downtown Community Education, Health and Wellness Center.

Dr. Bartunek concluded her report by sharing the College seeks to do one feature with KC Spotlight each semester.

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

13. **Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope highlighted the following items from the report:

- The Art Department hosted a tour with USD 500 high school art instructors and discussed potential partnership and program collaboration.
- The Drama Club presented two plays that were directed by students.
- On November 18<sup>th</sup>, the Construction Technology program hosted a tour of a house that students have completed this semester; the students shared the processes of the work completed in each of the rooms.
- Italian chef, Jasper Mirabile from Jasper's Italian Restaurant, visited for the Culinary Arts students for a demonstration class.
- Kudos to the Automotive Collision Repair program students who were featured in a segment on KMBC 9 News for community services provided to a U.S. Marine veteran, Mr. Justin Murray, who needed autobody work after a car wreck.
- Welding and GED classes have begun at Lansing Correctional Facility. Additionally, GED classes will be offered at Wyandotte High School in the spring 2022.
- A grant was received to allow the College to offer Business English classes at a local plastic packaging company in January 2022.
- Kudos to Dr. Ishfaq Ahmed who earned a Certificate in Inclusive Instruction for Equitable Learning from Association of College and University Educators (ACUE).
- The Wellness and Fitness Center continues to collect coats, hats, gloves and scarves for charity. After meeting their initial goal to provide coats to Afghan refugees, the Center donates all items collected to local charities in need.
- MSBT faculty and staff have come together to support Blue's Kitchen Cabinet Food Pantry by collecting 130 non-perishable food items as of December 3.
- Congratulations to Dr. Ewa Unoke, Professor and Political Science Coordinator, who was an invited panelist to the 2021 Biafra Education Awareness Dissemination held on Thursday, November 18<sup>th</sup>. This event was hosted by Radio Biafra London.
- Dean Cleon Wiggins, of Social and Behavioral Sciences & Public Services, and Dr. Hira Nair, Professor and Secondary Education Coordinator participated in a K-STEP Up presentation to bi-lingual paraprofessionals.

Trustee Hoskins Sutton, on behalf of the Board, expressed gratitude in seeing all the deans and faculty are doing.

Trustee Ash made the motion to accept the report. Trustee Brown seconded the motion.  
**The Motion Carried.**

14. **Vice President Student Affairs Report:** Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Dr. Delfina Wilson highlighted the following items from the report:

- Congratulations to Mr. Wade Abel, Director of Military and Veteran Student Services, who has been elected as the Regent VI Delegate for the National Association of Veterans' Program Administrators (NAVPA) Board of Directors. In this role he will serve as a contact for program administrators who are advocating for military and veterans.
- Expressed many thanks to the Spencer C. Duncan Foundation from whom KCKCC received \$10K in scholarships for veteran students.
- Enrollment Management Department is working hard to promote enrollment and retention. Current strategies include working with academic departments to increase number of seats in classes, working with high schools for enrollments, keeping track of courses that students are requesting, the Financial Aid Department has been reaching out to students who have funding but who have not enrolled, added virtual placement testing, contact student athletes to ensure enrollment and have extended hours to support students.
- The Student Affairs Division has begun a Student Loan Repayment Awareness Campaign to inform students that all student loan payments are set to resume on February 1, 2022.

Chair Daniels, on behalf of the Board, thanked the Student Affairs division for supporting the students and congratulated them on the strategies for enrollment and retention.

Trustee Hoskins Sutton inquired about student housing being open during winter break and whether there was an update on the mold issue in the dorms. Dr. Wilson answered that there would be students staying the dorms during winter break. She added that there were no issues with mold for the last 3 weeks. Dr. Wilson concluded her remarks by wishing Ms. Seeman and Nurse Gills well.

Vice Chair Criswell made the motion to accept the report. Trustee Brown seconded the motion. **The Motion Carried.**

15. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer report. Mr. Michael Beach highlighted the following from the report:

- Echoed Ms. Wilcoxon's kind words for Ms. Seeman and shared she understood the students and provided generous services from the Blue Devil Deli. Ms. Seeman will be deeply missed.

- In spring 2022, food options will be available when students return to campus. The College is currently seeking a contract food services provider.
- The Student Housing project is on schedule. The roof is nearly 100% complete. Several stages of metal framing, electrical, plumbing and HVAC work are nearing completion. The sheet rock is being installed and the windows have all been installed.
- The annual audit for the KCKCC Foundation is complete. The College should have the final report soon. Other compliance filing is also in progress.
- The College's midyear budget process will begin in January 2022 for the fiscal year 2023 budget.
- The request for application for an extension in the use of HEERF Funds will be sent to us for completion. The application will be submitted by February 2022.
- The bookstore's revenues are \$1K over what they were last year, and new products have been brought in.
- Facility Services working on projects. Kudos to the team for the completion of the upgrade project in the Flint and Math/Science building projects with new lighting, paint and carpeting.
- New furniture was provided via Learning Spaces for the new lab in Flint.
- Congratulations to D'Angelo Bushnell, a newly commissioned officer in College Police. New hire paperwork is being completed by 2 additional officers as well.

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 report. Ms. Christina McGee highlighted the following from the report:
- The final stages of updating HRIS system have been completed and is in compliance with Fair Labor Laws ahead of schedule, in December 2021!
  - Welcome to two new employees to the Human Resources Department, Ms. Sheila Joseph, Talent Development Manager, and Mr. Yoel Tekle, Human Resources Specialist.
  - Hosted Onboarding and Hiring Process Listening Session with employees on Friday, December 10<sup>th</sup>. There was a great turnout of 61 participants who provided really good feedback. There will be more sessions to come.
  - Currently working with the Center for Equity, Inclusion and Multicultural Engagement (CEIM) to develop plans and diversity and inclusion strategies around talent acquisition.

Trustee McIntyre 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. James Bennett, Director of Computing Services on behalf of Mr. Peter Gabriel, shared the following highlights from Mr. Gabriel's report:

- All services in WebAdvisor have now been redirected to the new Staff and Student Self-Service Center.
- Over 300 laptops had been checked out during fall 2021. IT is now receiving returns and reimaging in time for spring check outs. Spring 2022 semester check outs will begin January 8<sup>th</sup>.
- Thanked Media Services for their work this semester.
- Announced upgrade of the AccuTrak, Synoptic, and Perceptive Content system.
- All computers on campus, about 2,500 machines, will be updated during winter break. Many thanks to Computing Services!

Trustee Hoskins Sutton asked about the active administrator on each College-issued device. Mr. Gabriel shared the strategy and explained the technical best practices for the College system based on the assessment completed at the beginning of 2021.

Vice-Chair Criswell commended Mr. Gabriel on taking the necessary preventative steps to protect the College's virtual infrastructure.

Vice-Chair Criswell made the motion to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

**18. Unfinished Business:**

- Chair Daniels invited Mr. Pope to present an HLC update. Mr. Pope shared the following details -
  - Provided feedback for Criteria 4 and 5 from consultant. The lock down date for submission is Jan. 31<sup>st</sup>, 2022.
  - An HLC Campus-wide Update meeting was held on Wednesday, December 1<sup>st</sup>.
  - The HLC Committee will host meetings in the spring semester to help inform about the College about HLC.
  - In February 2022, there will be HLC criteria specific meetings to discuss in detail each criterion.
  - In March 2022, there will be constituent meetings to ensure all involved with each criterion are aware of their respective sections of the argument and can speak to the KCKCC story.
  - The final HLC meeting for the College will be held on Wednesday, March 2<sup>nd</sup>.
  - The College will be creating a student survey regarding HLC.
  - Recently received an email sharing the members of the HLC Review Team who will be conducting our visit.

Chair Daniels asked about the criteria 1-3. Mr. Pope answered the focus has been on criteria 4 and 5 due to the concerns shared by HLC. The feedback is minimal on criteria 1 through 3. The work on criterion 4 is progressing and criterion 5 is in the works. The first 3 criteria were met without concerns.

- Chair Daniels invited Dr. Mosier to present regarding COVID-19 Safety Protocols and House Bill 2001.
  - Dr. Mosier recommended to the Board that KCKCC continue with masks being required at all locations until the first Board meeting in January 2022. The expectation is at that time more information about the Omicron variant will better inform safe practices for the College. He asked the Board to approve the recommendation.

Chair Daniels asked the Board for any discussion. Hearing none, he called for a motion to approve the COVID Protocol Update.

Trustee Brown made the motion. Vice Chair Criswell seconded the motion.

**The Motion Carried.**

- Chair Daniels invited Dr. Mosier to present regarding House Bill 2001 (HB2001). Dr. Mosier shared that the bill was signed into law recently and it changes the way organizations can collect medical or religious exemption. Sincere requests regarding religious exemptions must be honored by employers. The process at KCKCC will change. For healthcare providers, if the provider receives Medicare and Medicaid, they can deny religious exemptions. If they do not receive Medicare or Medicaid, they must honor HB2001 in the state of Kansas. Dr. Mosier clarified, this means if a student does not get a COVID vaccination, they currently would not be able to complete their degree. The administration is currently working on the language with the College attorney and Dean Bohm for students in special situations. New students will be required to be vaccination.

**19. New Business:**

- Chair Daniels invited Mr. Pope to present the Academic Calendar for 2024-2025 for approval. Mr. Pope shared that the section numbers have been updated to reference 1<sup>st</sup> and 2<sup>nd</sup> 8-week classes and the summer schedule has been adjusted.

Vice Chair Criswell made the motion to approve the academic calendar for 2024-2025. Trustee McIntyre seconded the motion. **The Motion Carried.**

- Chair Daniels invited Mr. Pope to present the New and Revised Academic Programs for approval. Mr. Pope pointed the Board to the document in the Board Packet and asked for any questions.
  - Culinary Arts – New Certificate
  - Welding – Program Realignment
  - Electronics Engineering Technology – New Program
  - Legal Administrative Assistant – New Program
  - Corrections (AAS) – Program Modification
  - Corrections (Certification) – Program Modification
  - Police Science (Certificate A) – Program Modification



- Homeland Security (Certificate A) – Program Modification

Hearing no questions, Chair Daniels called for a motion to approve the new and revised academic programs. Trustee Ash made the motion. Trustee Brown seconded the motion.

**The Motion Carried.**

- Chair Daniels invited Trustee Hoskins Sutton to present for Approval the following College Policies. Trustee Hoskins Sutton pointed the Board to the document in the Board Packet and asked for any questions.
  - Faculty Qualifications (2.15)
  - Student Records Retention and Disposal (3.05)
  - Jury Duty (5.37)
  - Immigration Law Compliance (5.55)

Hearing no questions, Chair Daniels called for a motion to approve the college policies as listed. Vice Chair Criswell made the motion. Trustee McIntyre seconded the motion.

**The Motion Carried.**

The Board congratulated former Sheriff Ash on a great career in law enforcement. They thanked Media Services for their technology support with the meeting.

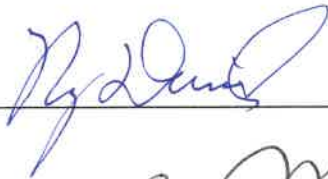
20. **Executive Session(s):** Chair Daniels acknowledged that there were no actions to be taken from the executive sessions for the general meeting.

21. **Adjournment:** Chair Daniels invited Trustee McIntyre to make the motion to adjourn the meeting. Trustee McIntyre made the motion. Vice Chair Criswell seconded the motion.

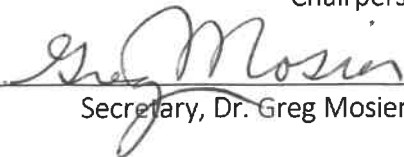
**The Motion Carried.**

The meeting of the Board of Trustees adjourned at **7:00 p.m.**

ATTEST:



Chairperson



Secretary, Dr. Greg Mosier

