



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 Agenda
February 15, 2022 – 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:** Chairwoman Evelyn Criswell called the meeting to order at 5:08 p.m. The Pledge of Allegiance was led by Trustee Brown.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Indicated the following trustees present – Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton and Isnard. All members were present.
4. **Approval of Agenda:** Trustee Ash made a motion to approve the agenda. Vice Chair Brune seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** Chair Criswell opened the floor for any patrons or petitioners to address the Board. There were no patrons or petitioners to address the Board.
6. **Recognitions/Presentations:** Chair Criswell invited Ms. Penny Mahon, Chairperson of the KCKCC Sustainable Environments Committee to present on the Climate Action KC initiative. Ms. Mahon shared a PowerPoint presentation of the Kansas City Regional Climate Action Plan, the priorities, strategies, risks, vulnerability and science behind the initiative.
7. **Communications:** There were no communications scheduled.
8. **Board Committee Reports:**
 - On behalf of the Board Finance Committee, Vice Chair Brune shared the Committee met on Tuesday, February 8th. In the meeting, they reviewed financial reports regarding the cash position of the College, learned the first property tax payment was

received in January 2022, enrollment is increasing and reviewed the expenditures that were made to ensure that all purchases made met with the College procurement policy. The Committee fostered a healthy discussion about tuition increase proposals. Vice Chair Brune concluded the report with an invitation to the community to view the Board Finance Committee meetings each month.

- In relation to ACCT and KACCT, Trustee Ash shared an update regarding the ACCT National Legislative Summit (NLS) he attended with Dr. Mosier, Ms. Shawnee Warren, our Student Senate representative, and Trustee Isnard. The KCKCC team had great meetings with the Senators Moran and Marshall while in Washington, D.C. and heard from First Lady Dr. Jill Biden, the Secretaries of Labor and Education during the conference. Trustee Ash concluded his report by sharing the ACCT National Leadership Congress will be in New York City, NY in October 2022.

9. **Consent Agenda:** Chair Criswell asked for any questions, concerns or additions for the Board Agenda. Dr Mosier offered two amendments – 1) in the meeting minutes of February 3rd meeting, Trustee Hoskins Sutton was not present, and the Board’s motion was their intent to extend the president’s contract one year; 2) in the Personnel Report, Dr. Mihir Chand would be added to the list of resignations.

Trustee Daniels made the motion to approve as amended. Trustee Ash seconded the motion. **The Motion Carried.**

10. **Student Senate Report:** Chair Criswell invited Student Senate Cabinet to share their monthly report. Ms. Shawnee Warren presented the report on behalf of Student Senate from the National Association for Campus Activities (NACA) Live 2022 conference in Kansas City, MO. She began by sharing what a great time she had at the ACCT NLS conference with Dr. Mosier and Trustees Ash and Isnard. She added that she would visit Washington, D.C. again. Ms. Warren continued by sharing the Taco Tuesday event with the food truck on campus today went very well. She concluded her report sharing the student clubs are meeting regularly and discussing different options for food in the Blue Devil Deli.

Chair Criswell inquired about the students’ ideas for the Blue Devil Deli. Ms. Warren shared the idea of a smoothie bar and said the discussion is ongoing.

Trustee Daniels made a motion to accept the report. Chair Criswell seconded the motion. **The Motion Carried.**

11. **President’s Report:** Chair Criswell called for the President’s report. Dr. Mosier reported the following -

- Welcomed Dr. Chris Meiers, Interim Vice President of Student Affairs. He will be with us under contract for 3 months with possible extension. Dr. Meiers has 20 years of experience in higher education, senior leadership, student affairs and enrollment management. He has a personal commitment to social justice and equity, was

selected as an American Council on Education (ACE), serves as a regional director of the National Association of Student Personnel Administrators (NASPA). Dr. Meiers comes from Fort Hays, KS.

- COVID Incident Report – Employees had 16 COVID-related incidents with 10 being COVID-positive. The students had 15 COVID-related incidents with 9 being COVID-positive.
- Dr. Mosier thanked everyone who worked on the Master Contract for Professional Employees for FY2022. He announced that the contract would be presented later in the meeting for approval by the Board.
- Invited everyone to read the HLC Assurance Argument in preparation for the upcoming HLC visit. Dr. Mosier added that the document was well-written and thanked everyone who participated in creating the document.
- Grants Update – Dr. Mosier provided a recap of the larger grant proposals the College is working towards.
 - The earmark for equipment for Automation Engineering program may be approved in the national budget. In a meeting with Sen. Moran, we learned the College may have an update about the \$2 million ask as early as the end of February.
 - The EDA proposal for \$3 million for brick-and-mortar building support for the Automation Engineering Lab at the Downtown campus location, the EDA has requested additional information. The meeting with the EDA has been scheduled and we are working with Merchant McIntyre to gather information.
 - The earmark request for \$3 million for the Health and Wellness Center downtown- there were great conversations with Senators Moran and Marshall regarding funding. There was an update that there would be no brick-and-mortar funding at this time from the Department of Labor or Department of Transportation for a Diesel Technology program, so we will research other funding for the project.
 - On February 10th, the Good Jobs Challenge Grant application was due. KCKCC worked together with Mid America Regional Council and many other regional partners to submit the proposal. The College hopes to be granted \$1.4 million to support the High Voltage Electrician program and approximately \$400K for the HVAC and Electrical Technician programs.
 - Partnering with the Mayor's Office and Unified Government in a Bi-State Good Jobs Challenge grant for Commercial Construction Technology and other skilled trades.
 - Partnering with IWSI America (Institute for Workplace Skills & Innovation) for a Good Jobs Challenge grant for apprenticeships program. The KCKCC team is scheduled to meet with the Kansas Department of Commerce Director of Internships and Apprenticeships to discuss plans.
 - Partnering with an additional organization for a possible \$1 million grant for the Downtown project.

- The SPARKS application for \$30 million has been submitted by Ms. Mary Spangler, Foundation Director, and her team. We could receive feedback regarding funding by the end of March.
- Several upcoming meetings on the Capital Campaign trail with the HLC Assurance Argument submitted.
- Upcoming meetings with a major player in the Diesel Technology and CDL markets to discuss potential programming partnership. There are currently 1,200 open positions that go unfilled in Wyandotte County alone and we lose about 600 shipments per day because there are not enough truck drivers to support the demand. Additionally, the federal government passed a rule where CDL students are now required to receive training from a tech-approved school. The College is considering a partnership with Next Generation Trucking to provide training.
- In conclusion, the Historical Mural will be restored before the HLC Visit. Thanks to Ms. Shai Perry, Art Gallery Coordinator, for working on this project.

Trustee Hoskins Sutton asked whether current CDL drivers would need to be retrained according to the government's new rule. Dr. Mosier answered that the new rule applies to new drivers, current drivers are grandfathered.

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

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

- Dr. Cynthia Goudeau, Director of Assessment, has published in a peer-reviewed journal. Her article is linked in the Board Packet.
- Assessment Day, January 11th, had approximately 180 members of faculty, staff and administration to participate. The Inaugural Assessment Pioneer Award winner was Mr. Todd Gordon, Professor and Coordinator of Biology.
- The ESL program partnered with Catholic Charities to meet a community need for English language support. There were enough ESOL students to fill two classes during the 2nd 8-week session of classes.
- Mr. Pope pointed the Board to the images taken of the great work being produced by the Welding students at the Lansing Correctional Facility.
- Shared a thank you note from an RN student. In it she expressed her gratitude for the hard work and support provided by the Nursing faculty and staff during COVID. The student also shared that she was able to pass the nursing licensing exam the first try.
- Continuing with Health Professions, offered kudos to the Nursing students and faculty for the increased pass rate for the INCLEX exam.
- Congratulated Ms. Tanya Smith, Associate Professor of Mathematics, on being the 2021 Women in STEMM (WiSTEMM) Educator Award Honoree.
- Congratulated Mr. Victor Ammons, Assistant Professor of Psychology, for receiving a National Society in Teaching Excellence Award.

Trustee Hoskins Sutton offered kudos for the extra work everyone is doing. She inquired about the outreach program for students on academic probation happening at the Learning Commons – how long has the program been active and how long will it be before there is information on the benefit for the students. Mr. Pope promised to follow up on the questions and report at the next meeting. Trustee Hoskins Sutton also asked whether the new form for tutoring was required. Mr. Pope answered faculty are not required and the form is being used to create new opportunities to get students tutored.

Mr. Pope added the Learning Commons will be opening a space at KCKCC – TEC where students may receive tutoring in writing and math and investigate accessibility services. No additional staff were hired to offer these services at KCKCC – TEC.

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

13. **Vice President Student Affairs Report:** Chair Criswell called for the Vice President of Student Affairs (VPSA) report. Dr. Chris Meiers highlighted the following items from the report –
- Dr. Meiers shared enthusiasm for his 7th day at KCKCC. He added that the report was drafted during his transition into the interim role.
 - Enrollment numbers have improved significantly; expressed pride in the efforts to rebound from the previous numbers as the County is recovering. Many services are meeting or exceeding the previous levels.
 - Dr. Meiers reported he has been learning the operations of the College over the last two weeks.
 - The Student Affairs staff continue to work rapidly to boost enrollment using CRM Advise to advertise and share the value of attending KCKCC.
 - Expressed excitement regarding the initiatives to build out our current student services in terms of providing space in and resources for students to be successful, specifically in providing career opportunities via internships.
 - In response to the question about the men’s locker room remodel asked at last month’s meeting, the project was completed over winter break and funded through the fundraising efforts of the Men’s Athletics team. The same approach is being considered for the women’s locker room remodel.
 - Dr. Meiers concluded his report by sharing he is honored to be afforded to give back to the Kansas community and to KCKCC, a college founded by the community for the community – serving underserved and underrepresented students.

Chair Criswell welcomed Dr. Meiers on behalf of the Board of Trustees and asked if there were any questions or comments. Trustee Hoskins Sutton asked about student training for the new Student Self-Service. Dr. Meiers answered the Student Affairs team is looking to do more outreach with the students to ensure that they know how to use the system.

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

14. Vice President Strategic Initiatives & Outreach Report: Chair Criswell called for the Vice President of Strategic Initiatives & Outreach report. Dr. Tami Bartunek highlighted the following items from the report – **Isnard, Sutton**

- Currently working with the Kansas State Chamber of Commerce to co-host the Minority Business Summit at KCKCC – TEC as live second location.
- Planning for the Centennial Celebration is in progress. The first of a series of videos telling the story of the Downtown project has been completed. Dr. Bartunek shared the first video and added the video is live on the KCKCC website on the Centennial Path webpage.
- Shared the official launch and showed a tour of the Centennial Celebration website for KCKCC.
- Gifted each member of the KCKCC Board of Trustees with the official KCKCC Centennial Coin.

15. Chief Financial Officer Report: Chair Criswell called for the Chief Financial Officer report. Mr. Michael Beach highlighted the following items from the Board report –

- The Mid-Year Budget Review is in progress. There are no budget shortfalls reported from any department. Budget documents have been sent to each department for the upcoming year. Budget presentations will begin next week, Tuesday, February 22nd and Thursday, February 24th, for the vice-presidents, deans and other stakeholders to present budgets to President's Extended Cabinet.
- The Quarterly Review Report for the HEERF monies has been completed. The report showed that there are zero amounts of money being spent, but the College did expend monies in order to cover increased instructional costs and lost revenues. These expenses were incurred during the quarter; however, we did not drive down any of the expenses during the last quarter of 2021. The College will draw all HEERF monies down by May 2022.
- The Finance Department wished Ms. Melissa Jones, College Bursar, well as she moves on from KCKCC. Mr. Beach expressed gratitude for her services to the College.
- The College has complied with all year-end tax reporting documents.
- The College bookstore has increased sells and food options are now in the deli area via vending services.
- Central Schedule continues to host events and the return of community requests and reservations are on the rise.
- Facility Services continues to work diligently through projects.
- College Police continues to do a great job securing the College and ensuring public safety. They have a total of 3 new officers onboard.
- Mr. Beach reviewed the Monthly Financial Summary as reported in the Board Packet.

Trustee Hoskins Sutton inquired about the Fire Science training building. Mr. Beach will get more information about the plans and follow up at the February Board meeting. Dr. Mosier shared that the college is planning to expand the footprint of the facility.

Trustee Daniels made a motion to accept the report. Chair Criswell seconded the motion.
The Motion Carried.

16. **Chief Human Resources Officer Report:** Chair Criswell called for the Chief Human Resources Officer report. Ms. Christina McGee highlighted the following items from the Board report –
- The Human Resources Department has published the first quarter newsletter and shared it with the Board in the Board Packet.
 - Ms. Sheila Joseph, the Talent Development Manager, is meeting with key stakeholders to develop the strategic priorities in training and development and to learn the training needs around the college.
 - Invited new employees and new supervisors to upcoming training sessions offered at the end of the month for their respective groups.
 - Continuing work to streamline onboarding initiatives through the engagement of a company who performs background checks to work with the Applicant Stack system.
 - The Employee Turnover Report shows the rate is down by 4% in comparison to this time last year. There were quite a few employees who retired last year.
 - The Center for Equity, Inclusion and Multicultural Engagement continues to provide Diversity, Equity, and Inclusion training and co-curricular assessment. HR is currently working with the department to improve recruitment and selection processes.
 - The Title IX Committee is working on a student survey regarding safety on campus to gauge campus climate as it relates to Title IX.

Chair Criswell commented that she is happy to learn about the digitizing efforts in HR. She asked for any additional comments or questions.

Trustee Daniels inquired about the focus groups for employees. Ms. McGee answered the focus groups held in mid-January went very well. The Employee Engagement Committee met to debrief regarding the feedback gained. The feedback was shared with President's Cabinet as well. One idea as a result of the focus groups was to institute chats with the individual President's Cabinet members to improve communication between administration and other constituents. Ms. McGee concluded by sharing there would be additional focus groups in the future.

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

17. **Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report –

- The Board meeting viewing analytics have been added in the Media Services section of the Information Services report.
- Thanked everyone for in efforts to sunset the WebAdvisor system and transitioning into the Self-Service system.
- Information Services is currently testing Windows Server 2022. Software applications will be updated as upgrades become available.
- There were approximately 188 laptops returned from usage during the Fall 2021 semester. Mr. Gabriel expressed great appreciation to the Computing Services team for reimaging and cleaning the laptops in preparation for the Spring 2022 semester. There are laptops available for checkout for the 2nd 8-week classes.

Trustee Ash made a motion to accept the report. Trustee Brown seconded the motion.

The Motion Carried.

18. **Unfinished Business:** Chair Criswell began Unfinished Business by sharing the full roster of the 2022 KCKCC Board Appointments and Committee Assignments. The list would be posted on the KCKCC Board’s webpage for future reference.

Trustee Ash made the motion to approve the list. Trustee Isnard seconded the motion.

The Motion Carried.

- Chair Criswell invited Mr. Pope to present the HLC Update. Mr. Pope shared the following details –
 - Many thanks to the HLC Steering Committee and Dr. Tiffany Bohm, Dean of Health Professions, for the all the additional support in getting the HLC Assurance Argument submitted.
 - The College has conducted a student survey from HLC to gage the students’ perspective. The responses were received this week. From the standpoint of the students, the College has done pretty well in meeting their needs. The written comments were very high and shows the College is doing well.
 - The HLC sessions will begin this Wednesday, pending no delays due to snow. We are 40 days to our HLC visit.

Trustee Daniels shared that the students felt they have good relationships with employees on the campus and found them to be very supportive.

- Chair Criswell invited Dr. Mosier to share the KCKCC COVID-19 Safety Recommendation. Presented by Dr. Greg Mosier. Dr. Mosier shared a PowerPoint presentation reviewing the COVID case numbers for the county, city, metro area and state. Additionally, he shared feedback, options and best practices suggested from discussions held with local colleges, President’s Cabinet and KCKCC Board members. Dr. Mosier made the recommendation to continue with the mask mandate. He asked

the Board for their thoughts and concerns regarding the timing for updating the mask policy.

Chair Criswell and Trustee Brown agreed the College should wait until after Spring Break. Trustee Ash offered to release the mask mandate sooner. Trustee Hoskins Sutton asked to clarify when the Board would make the mask policy change. Dr. Mosier offered to revisit the determination at the March 2022 Board meeting.

Trustee Daniels made a motion to remain with current masking protocols until next Board meeting. Trustee Brown seconded the motion. The vote was as follows:

- o Yes: Brown, Brune, Criswell, Daniels, Hoskins Sutton, Isnard
- o Nay: Ash

The Motion Carried.

19. **New Business:** Chair Criswell invited Dr. Mosier to present the Contract with Dr. Chris Meiers d.b.a. Meiers Higher Ed Solutions and Services, LLC to serve as Interim Vice President of Student Affairs. Dr. Mosier shared the contract term is for three months with potential to extend as needed.

Trustee Hoskins Sutton asked that the compensation for Dr. Meiers be shared for transparency. Dr. Mosier shared Dr. Meiers would be paid \$10,500/month and \$500/month for housing allowance. The College is also providing a college vehicle for local travel.

Hearing no questions or comments, Chair Criswell called for a motion to approve the contract with Dr. Chris Meiers d.b.a. Meiers Higher Ed Solutions and Services, LLC. Trustee Isnard made the motion. Trustee Hoskins Sutton seconded the motion.

The Motion Carried.

- Chair Criswell invited Mr. Pope to present the Proposed FY 2023 Special Course Fees. Having had discussion during the special meeting previously, Chair Criswell asked for any additional comments or questions.

Hearing none, Trustee Daniels made a motion to approve the FY2023 Special Course Fees. Trustee Brune seconded the motion. **The Motion Carried.**

- Chair Criswell invited Dr. Mosier to present the Proposed FY 2023 Tuition. Dr. Mosier shared a recap of the previous discussion in the special meeting. The College is working to keep percentage balance with the funding sources. Dr. Mosier shared a second option for the Board's consideration that included no increase in tuition for Wyandotte County residents, the in-state rate to \$3, metro rate of \$3.50, online rate to \$3.00 and out of state rate to \$6. These rates will begin fall 2022.

Vice Chair Brune made the motion to approve option 2 for the FY2023 Tuition. Trustee Ash seconded the motion. **The Motion Carried.**

- Chair Criswell invited Mr. Pope to present the Proposed FY 2022 Master Contract for Professional Employees. Mr. Pope noted the proposal covered the contract period of July 1, 2021, through July 30, 2022.

Trustee Ash made the motion to approve the FY 2022 Master Contract for Professional Employees. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- Moved from the previous informational item from the Special Meeting agenda, Chair Criswell invited Dr. Mosier to present the drafted Presentations to the Board: Annual Calendar. Dr. Mosier reviewed the document and asked the Board to review the revised document for feedback.
- Chair Criswell invited Trustee Hoskins Sutton to present for approval of the listed College Policies. Trustee Hoskins Sutton pointed the Board to the document in the Board Packet and asked for any questions.
 - ADA Compliance (5.53)
 - Enhancement of Positive Human Relations (5.56)
 - Severance Pay (5.17)
 - Sick Leave (5.40)
 - Work Schedules (5.06)

Chair Criswell thanked Trustee Hoskins Sutton and Board Policy Committee for their great work on the policies.

Trustee Daniels made the motion to approve the policies. Trustee Brown seconded the motion. **The Motion Carried.**

20. **Adjournment:** Trustee Isnard made a motion to adjourn the meeting. Trustee Brown seconded the motion. **The Motion Carried.**

The meeting of the Board of Trustees adjourned at **7:17 p.m.**

ATTEST:

DocuSigned by:

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 Chairperson, Ms. Evelyn Criswell


 Secretary, Dr. Greg Mosier