



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
May 17, 2022 – 5:00 P.M.**

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairwoman Evelyn Criswell called the meeting to order at 5:05 p.m. in the Upper Jewell Lounge at KCKCC – Main Campus and in the KCKCC Zoom meeting platform on Tuesday, May 17, 2022. The Pledge of Allegiance was led by Trustee Ray Daniels.
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 trustees were present.
4. **Approval of Agenda:** Chair Criswell called for a motion to approve the agenda and asked Dr. Mosier for any amendments to the agenda. Dr. Mosier requested the Rita Blitt Sculpture discussion from the special meeting agenda be added as Unfinished Business.

Trustee Ash made the motion to approve the agenda as amended. Trustee Brown 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 Dr. Chris Meiers, Interim Vice President of Student Affairs & Enrollment Management, to present the annual update of the Strategic Enrollment Management (SEM) Plan. Dr. Meiers shared a PowerPoint presentation of the current data for enrollment at KCKCC and the strategic focus of the plan. The focus of the SEM plan is built on Increased Total Enrollment, Increased Total Persistence, and Increased Retention and Completion Rates. For new student enrollment the College

will need to look at Market Penetration, Market Growth and Program Development. Dr. Meiers concluded his presentation by stating that KCKCC will need to develop a combination of strategies aligned with SEM Plan Goals and Objectives to stimulate demand as the economy recovers from COVID-19.

Chair Criswell asked Dr. Meiers to clarify what is meant by program development. Dr. Meiers answered it is defined by how the College will update current programs, add relevant programming, and find new modes of delivery of the programming offered that works for our area.

Trustee Daniels asked whether the College employs a customer management system. Dr. Meiers answered the College manages customers via the Ellucian system software. Dr. Mosier added that targeted marketing has been added to the enrollment strategy. He shared the implementation of the new President's Scholarship Business Card approach he can provide to potential students when he is out in the community. The award is noted on the back of his business cards and requires his signature to be validated.

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

8. **Board Committee Reports:**

- On behalf of the Board Finance Committee (BFC), Vice-Chair Brune shared the following from their meeting on Monday, May 9th - the Board committee reviewed the monthly financial statements that revealed the College is \$17 million better in cash position than at this time last year. New enrollments for fall 2022 may surpass enrollment numbers for fall 2020. The College has passed the Downtown Project fundraising goal that will allow us to move forward to the next phase in the project.
- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown shared the following from their May meeting – reviewed the mission of BCEC and shared their new email address at EngageTrustees@kckcc.edu. Training for the email box for the committee will be scheduled.
- As KACCT Delegate, Trustee Ash reminded the Board of the email sent by Ms. Risala Allen, Executive Administrative Partner to the President and Board of Trustees, about attendance at the KACCT Quarterly Meeting on June 3rd and June 4th.
- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton reminded everyone the BPC does not meet in the summer because the senate groups are not active during the summer semester. She concluded the Committee will resume in September 2022.

9. **Consent Agenda:** Chair Criswell asked for any questions, concerns, or additions to the Board Agenda. Trustee Hoskins Sutton noted the upcoming departure of Ms. Gabriela Flores, Director of the Center for Equity, Inclusion, and Multicultural Engagement. She added that Ms. Flores will be missed and wished her well on behalf of the Board.

Hearing no further comments or questions, Chair Criswell called for a motion to approve the Consent Agenda.

Trustee Brown made the motion. Trustee Daniels seconded the motion.

The Motion Carried.

10. **Student Senate Report:** There was no report from Student Senate due to Summer Break.

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

- Extended congratulations to Dr. Chris Meiers in his new role as Vice President of Student Affairs and Enrollment Management. His contract begins on July 1st, 2022.
- Commencement Update – May is a great month for celebrating student success with all the commencement events to occur at KCKCC. The College has more than 1,000 students graduating this month. The commencement ceremonies began with the ESOL ceremony last Friday, May 13th. The ceremonies for the specialized programs of respiratory therapy, physical therapy, and nursing take place tomorrow. The two primary commencement ceremonies for degrees and certificates will occur on Thursday, May 19th at 2:00 p.m. and 7:00 p.m. As a reminder, all KCKCC commencement ceremonies are mask mandatory events. As we watch COVID numbers across the country, we want to keep everyone's health our top priority while we celebrate our students.
- Annual College Senate and KCKCC Board of Trustee Meeting Update – There was a great conversation and sharing of information all around. Thanked Mr. Darren Elliott for his many years of service over multiple terms as president of the College Senate. Additional thanks were extended to Mr. Ernie May for his service as the KNEA faculty president and congratulations on his upcoming retirement. Shared Mr. Elliott will serve as KNEA president upon Mr. May's retirement. Appreciate expressed for the new leaders within the College's senates stepping up and serving.
- COVID Update – Since April 19th, employees have had only 8 incidents, 5 being COVID positive and 3 being close contacts. For students, there were only 6 incidents, 4 being COVID positive and 2 being close contacts. Dr. Mosier noted that most of the student incidents were related to our students who participate in clinicals as part of their respective allied health programs. The College will continue to watch the national levels to guide safety protocols.
- Staffing Update – Acknowledged the College is also experiencing what has become known as the "Great Resignation" movement where employees are moving from place to place in search of better-suited opportunities. This month our small but mighty Human Resources (HR) team and President's Cabinet members are working as quickly as possible to update position descriptions, combine multiple part-time positions into full-time positions, and get positions published. Soon, we will be posting a new position for a Talent Acquisition Coordinator. This person will serve to

actively engage with potential new employees as soon as they submit applications and keep them engaged throughout the hiring and onboarding process. The College will also continue to examine employee compensation and update salaries and/or hourly wages so we can be more competitive with the other educational institutions around us, as some individuals are leaving KCKCC to go to the other organizations where they can possibly make more money. Over the last four years, the College has invested \$1.2 million to bring greater equity to staff compensation. We are also looking at how we can make benefits more affordable.

- Economic Development Update - More and more companies continue to look at Wyandotte, Leavenworth, and Johnson County to relocate major businesses. Over the last couple of years, Dr. Mosier, and others, have been working on business attraction teams, with economic development organizations and the state Department of Commerce, attracting new business to the area, especially Wyandotte and Leavenworth County. He shared that the greatest, most significant item these companies are looking for is skilled labor and that is where KCKCC comes into play.

Dr. Mosier continued that he mentioned last month the Hill's Pet Nutrition plant being built in the Bonner Springs, KS area. That is a \$300 million investment, and they need over 300 trained employees. The College is currently working with Hill's Pet Nutrition HR team to customize training for them. This month, he worked with the Kansas Department of Commerce on a number of occasions, to attract large businesses looking into more centralized locations. The Kansas side of Kansas City is an attractive area to these companies and if they relocated to this area, they would be looking to KCKCC and, when needed, JCCC, to provide them with a skilled workforce. This could mean up to 400 employees per site between Wyandotte, Leavenworth, and Johnson counties. Dr. Mosier concluded this update by sharing there are also great opportunities with job outlook in store for our Commercial Construction Technology, Advanced Manufacturing, and Automation Engineering programs.

- Student Housing Update – There are currently approximately 161 beds of the total 258 still spoken for in Centennial Hall. With the expectation of about 50 additional athletes, there are only 30 – 35 beds left to fill.
- Downtown Project Update – Dr. Mosier ended his report by sharing on next Monday evening he will present the Downtown Project with Mayor Tyrone Garner to the Greater Kansas City Chamber of Commerce Board of Directors. He asked the Board for any comments or questions.

Trustee Hoskins Sutton asked whether some of the additional benefit considerations for new employees or current employee retention included family-friendly options. Dr. Mosier answered that the College administration is considering positions that may allow flex scheduling and other quality-of-life benefits.

Hearing no other comments, Trustee Daniels made the motion to accept the report. Trustee Hoskins Sutton 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 –
- KCKCC hosted the 12th Annual Kansas City Jazz Summit: Basically Basie Jazz Heritage Competition at KCKCC – Main Campus. Congrats to the Music department for another successful event. The winner of the competition was from Bellevue High School, from Bellevue, Washington.
 - Art Department hosted an event for USD 500 high schools at KCKCC- Main Campus. The students and counselors learned a lot about our Art programs. did not know we had an Art program. Some of the high school counselors shared they would begin sending their students interested in studying art to KCKCC.
 - An open house for the new Automation Engineer Technology (AET) Program was held at KCKCC – TEC. The companies participating in the Federation for Advanced Manufacturing Education (FAME) program and partnering with KCKCC had representatives in attendance to provide information about the FAME AET program.
 - KCKCC – TEC had six students place in the SkillsUSA Kansas State Championship competitions. They were postsecondary students, Colton Coy and Cache't Davis who brought home gold and silver in the Commercial Baking competition; Madalynn McInnis and Luis Angel-Aguilera-Fernandez secured silver and bronze in the high school Commercial Baking competition; and postsecondary student, Tyler Robinson won the gold medal in the CNC Technician competition and Jaden Moore secured gold in the high school CNC Turning competition.
 - The Mortuary Science program completed its accreditation site visit with the American Board of Funeral Service Education (ABFSE).
 - Students took part in a series of micro-credential testing conducted by the Bioscience Core Skills Institute (BCSI) and expect to learn results of the tests soon.
 - Congratulations to Psychology Professor, Mr. Victor Ammons, for winning the Henry Louis Award for Excellence in Teaching and to Ms. An'Drienna Wilson, Records Coordinator, for winning the 2022 National Institute for Staff and Organizational Development (NISOD) Excellence Award.
 - Leavenworth High School has agreed to begin sending students to the KCKCC - PCC for Early Childhood Education (ECED) classes beginning Fall 2022.

Trustee Ash mentioned family members in affiliation with St. James Academy were excited to learn that Professor Jim Mair would be teaching there and working with their jazz band. He added that it is great to have KCKCC professors getting the word out about the programming that KCKCC offers.

Trustee Hoskins Sutton made note of the beautiful headdress made with scrap metal created by students from the Lansing Correctional Facility Welding program. She also acknowledged the, seemingly monthly, publishing works of Dr. Ron Malcolm, Professor of American Sign Language, on sign language and autism.

Trustee Hoskins Sutton then asked, regarding the Online Education Services support accessibility score of 71%, whether the score affects the number of students that attend online classes. Mr. Pope was unsure of the effect of the score and agreed to get more information from Online Education Services Director, Ms. Susan Stuart. The Board asked if Ms. Stuart could make a small presentation on 508 Compliance in June.

Trustee Daniels made the motion. Trustee Hoskins Sutton seconded the motion.

The Motion Carried.

13. **Vice President Student Affairs & Enrollment Management Report:** Chair Criswell called for the Vice President of Student Affairs & Enrollment Management (VPSAEM) report. Dr. Chris Meiers, Interim, highlighted the following items from the report –

- Commencement Update – The Graduation Committee this year has been co-chaired by Dr. Meiers and Ms. Theresa Holliday, Registrar. The Committee has worked diligently to create an organized and COVID-safe celebration for all attending and volunteering for the momentous occasion. At present, most guest requests from the graduates have been accommodated. There are measures in place to meet the needs of the graduates as needed on Graduation Day.
- Annual Student Satisfaction Survey Update – The goal is to have a 10 percent response rate. The deadline has been extended through next week to assist in meeting the goal. The incentives that are being offered for completing the survey are to be entered into a drawing for Apple iPads and Apple Air Pod Pros. The data received from the survey will be critical to the building and implementation of student-focused change in the Student Affairs division.
- College Applications Update – The Admissions application backlog has been reduced by 30 percent in seven days. Strategies are in place for getting more applications processed. The Admissions department is also addressing technology challenges to improve the experience and processing of the applications.
- Student Housing Application Update - The Student Housing office currently has 161 applications processed for beds. The average age of the students who have applied is 19 ½ and 32 percent of the applicants are from Wyandotte County, 8 percent are from Leavenworth County, and 8 percent are from Johnson County. The remaining applicants are from other areas in Kansas and Missouri and as far away as Florida.
- The Handshake Career & Job Employment portal is now active for our students. There are currently 5,300 jobs listed in the Kansas City Metro area by 17 different employers.
- The women’s softball team, led by Coach Wendy Ross, are the District B Softball champions after their win last night in Topeka, KS. The team is heading to Oxford, AL on Friday for the national tournament. Additionally, the men’s baseball team competed in the first round of the district tournament last night against Cloud County Community College. The team came away with a 5 to 1 win.

Dr. Meiers asked the Board for any comments or questions.

Hearing none, 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 –

- She is continuing with regular meetings with the Historic Preservation Design Board (HPDB) to determine the historic elements from the Seventh Street Church to be included in the Downtown project. Members of this board include representatives from KCKCC, the Wyandotte County Museum, Unified Government Planning and Urban Design, Wyandotte Nation of Kansas, Downtown stakeholders, and the Landmarks Commission. The goal is to have recommendations by this summer.
- Last month, the VPSIO division worked with the Kansas Chamber of Commerce to support their annual Minority Business Summit as a secondary location for the event. Several KCKCC trustees attended.
- In partnership with the Legends Outlet Mall, the College will be featured on their exterior billboards and their kiosks throughout the summer and fall. The Legends is hosting an event on June 18th to invite the community to “Reunite with KCKCC” with a number of campus organizations onsite. The time is from noon to 4 o’clock pm, near Books-A-Million and Cold Stone Creamery.
- Website Analytics Update – There has been a 9 percent increase in clicks on the “Apply Now” button on the website compared to this time last year. We are up 56 percent compared to this time in 2020. We believe this increase is contributed to the “We Want You Back” campaign.
- Website Update - The Cascade training sessions have trained over 50 people to do departmental website editing to keep website content up to date for those who visit the KCKCC website.
- Announced KCKCC is sponsoring the running of “Salute to Seniors” campaign ads congratulating them and inviting them to come to see us at KCKCC. The campaign will run for the next 3 weeks.

Dr. Bartunek asked for any comments or questions from the Board.

Hearing none, Trustee Isnard made a motion to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

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 –

- Strategic Asks have been approved to \$1.250 million of college projects
- Student Housing looks great; the software and door locks will not arrive in time for the opening, so manual locks will be installed. The outside panels may not arrive in time and alternatives are being researched as a temporary fix to have in place for the grand opening/ribbon-cutting ceremony.

- HEERF Funds Update – the final draw has been submitted. One hundred percent of all monies have been made available for the reimbursement of expenses and losses that KCKCC has incurred during COVID-19, resulting in one-time, institutional funds in the amount of \$9.8 million.
- The selection of a food service provider for the College is in progress. A vendor has been selected to determine details/offerings. A resolution for the vendor selection is expected by the June Board meeting.
- Event scheduling 334 campus-related events this last month.
- Facilities completed 32 projects at all campus locations; the driveway at the Performing Arts Center has been completed.
- Campus Police doing a great job. Officers are soon to graduate and come to work.
- Monthly Financial report reviewed as shared.

Trustee Brune made the motion to accept the report. Trustee Brown 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 –

- Thanked the Committee for the success of and congratulated those recognized at the Employee Recognition and Retirement Luncheon. Thanked the Board for their attendance and support.
- HR hosted the first quarter’s Supervisor training with a focus on workplace communication and group agreements. We have changed the format in an effort to support supervisors in retaining and implementing information the same across the College.
- The Professional Development Committee has been launched and is co-led by Ms. Sheila Joseph, Talent Development Manager, and Mr. Tom Grady, Faculty Director of the Center for Teaching Excellence. This committee has been charged with assessing employee training needs and developing and providing training to all employees across the college.
- Center for Equity, Inclusion, and Multicultural Engagement (CEIM) Update – In partnership with the student club, Fringe Benefits of Education (FBOE), hosted the speaker, Mr. Ron Freeman who shared strategies with the students to help establish new benchmarks for unlimited professional personal potential. There was also an Inclusive Leadership Workshop, led by Ms. Gabriella Flores, Director of CEIM. The Art Gallery showcased the art of KCKCC students on June 6th and June 20th.
- Ms. Flores is departing the institution. A transition plan is in place to continue the great work she began until a replacement for the position is found.
- In efforts to contend with the “Great Resignation”, HR is working to make the College more visible and attractive to job seekers. We are working on strategic and intentional recruitment efforts.

Ms. McGee asked the Board for any comments or questions.

Chair Criswell inquired about the College having virtual career fairs. Ms. McGee shared the recent fairs have been in person. In the future, upon hiring a Talent Acquisition Coordinator, we hope to send that person out to attend fairs on behalf of the College.

Trustee Daniels asked if the increased staffing needs in HR and Student Affairs are being addressed. Dr. Mosier answered that all departments are experiencing reduced staffing which speaks to the need for a new talent acquisition position.

Hearing no further comments, Trustee Ash made a motion to accept the report. Trustee Hoskins Sutton 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 –

- Expressed thanks to Media Services for all their great work this month with graduation ceremonies and meetings.
- Announced the Perceptive Content server and application update should be completed mid-June and the KRS Business Optics server will begin update in mid-to late-June.
- Raised overall system security score by 3.6% in the last month.
- Wireless survey completed. Learned the College has a good number of access points. For complete wireless access coverage, the College would add only eight access points. The next conversation will be capacity needs for devices and areas with capacity increases.
- Student Laptop Checkout returns began yesterday. The Computing Services staff will refresh the devices for other students to check out for summer classes beginning May 31st.

Trustee Daniels asked about the number of laptops available for students to check out. Mr. Gabriel answered there are approximately 250 laptops available during the fall and spring semesters. There are fewer during the summer semester.

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

18. Unfinished Business:

- Chair Criswell invited Dr. Mosier to present a Downtown Project Update. Dr. Mosier shared the following -
 - The College has reached more than 50% of our fundraising goal for the project. This milestone leads to the next stages from illustrative diagramming to architectural engineering, interior programming, and the environmental stages of the project. Adjustments to the original design will be made due to the effects of inflation. The College and partners are engaged with an owners' representative

firm to lead the RFP process and work to address our desire to work with minority-owned and women-owned businesses equitably.

- The College is at 77% of the original \$40.5 million fundraising goal having raised, to date, \$31.14 million. There are additional funding opportunities in progress including the EDA Grant which was submitted this month and could result in another \$3 million.
 - The College is working with the Unified Government Design Resource Committee to assist with making preliminary plans for approval.
- Chair Criswell invited Mr. Pope to present the program revision of the Paralegal (Legal Studies) program for approval. Mr. Pope shared the curricular changes as follows – the name of the program was changed to Legal Studies, as were the names of classes, and changing of credits. He also shared details of changes for the program reflected in the program schedule.

Trustee Daniels made the motion to approve the program revision. Trustee Ash seconded the motion. **The Motion Carried.**

- Chair Criswell invited Dr. Mosier to present an update on the Rita Blitt sculptures. Dr. Mosier shared the following -
 - The Rita Blitt sculpture, “Ascension”, will be placed on the front lawn of Centennial Hall on June 30th or July 1st in time for the ribbon-cutting ceremony.
 - In the next fiscal year, he proposed pursuing the purchase of 2 instead of 4 sculptures due to inflationary costs. The two recommended for KCKCC – Main Campus were “Perseverance” for the courtyard area (\$38K), and “Resilience” to be placed near the pond (\$40K).
 - Dr. Mosier added the College will look to add other sculptures for our other KCKCC campus locations.

Trustee Hoskins Sutton expressed concern about adding any more sculptures beyond the three recommended and inquired about the additional costs. Dr. Mosier answered some of the additional costs would be saved with some work that may be done by the College. The sculptures would be installed in FY2023, if approved.

Hearing no additional questions or comments, Trustee Ash made the motion to approve the purchase of the two Rita Blitt sculptures. Trustee Brune seconded the motion.

The Motion Carried.

19. **New Business:**

- Chair Criswell invited Dr. Mosier to present the Resolution(s) of Intent to Nonrenewal Contract for Employment. Dr. Mosier read the resolution for Ms. Liley Villazan.

Hearing no questions or comments, Trustee Ash made a motion to approve the resolution. Trustee Daniels seconded the motion. **The Motion Carried.**

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

The meeting of the Board of Trustees adjourned at 7:16 p.m.

ATTEST:

DocuSigned by:
Evelyn Criswell
2788C4DAPC3342F...

Chairperson, Ms. Evelyn Criswell

Greg Mosier
Secretary, Dr. Greg Mosier

