



**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  
July 20, 2021 – 5:00 P.M.**

**Meeting Location:** Hybrid – KCKCC-Main Campus in Upper Jewell 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 5:00 p.m. The Pledge of Allegiance was led by Trustee Don Ash.
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 present.
4. **Approval of Agenda:** Dr. Mosier addressed the Board to share that there were two amendments to the agenda – the resolution for the “Purses with a Purpose” event, hosted by the Kansas City Kansas Women’s Chamber is no longer needed as the event will now be held virtually; in the Personnel Report (Consent Agenda Item D), Ms. Amanda Hanneman is to be removed from the report as she rescinded her acceptance of the position of Women’s Head Basketball Coach.

Chair Daniels called for a motion to approve the amended agenda. Trustee Hoskins Sutton made the motion to accept the agenda. Trustee McIntyre seconded the motion.

**The Motion Carried.**

5. **Audience to Patrons and Petitioners:** Chair Daniels invited the community to address the Board via Zoom or in-person. Mr. Hershel Martin, 1917 N. 23<sup>rd</sup> Terrace, Kansas City, KS. Mr. Martin shared his concerns about the math and reading abilities of students arriving to KCKCC. He shared data from an article that cited some schools in Wyandotte County area as having some of the lowest scores in the nation. Mr. Martin asked the Board to be aware of the levels of placement testing for students in mathematics and reading courses and recommended the mindful of placement of students in courses. He concluded by sharing a copy of the article with the Board.

6. **Recognitions/Presentations:** There were no recognitions or presentations scheduled.
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 a general overview of the detailed Monthly Financial Statement as discussed in their meeting on Tuesday, July 13, 2021. She noted that the College is working on building reserves in preparation for several upcoming large projects to include Student Housing and the Downtown campus as well as the Higher Learning Commission's reserve requirements. Vice-Chair Criswell mentioned the ongoing efforts of the College to combat the slow recovery of enrollment following COVID-19 and highlighted the Board's Annual Budget Review that also occurred on Tuesday, July 13<sup>th</sup> (following the Board Finance Committee Meeting).
  - Trustee Hoskins Sutton attended a virtual conference with the Association of Community College Trustees (ACCT) hosted by the Governance Leadership Institute that focused on governance for equity. Trustee Hoskins Sutton shared some information from the conference. She admonished that diversity and inclusion must be an active mindset and a heart set. The Board mentioned discussing the information further at the upcoming Board Retreat.
9. **Consent Agenda:** Chair Daniels called for a motion to accept the amended Consent Agenda. Vice-Chair Criswell made the motion. Trustee Brune seconded the motion. **The Motion Carried.**
10. **Student Senate Report:** Chair Daniels announced that there would be no Student Senate report due to summer break.
11. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier shared that July has been a very busy month. He continued that the Annual Report and Strategic Plan Updates were ready and would be presented later by Dr. Tami Bartunek. Dr. Mosier expected more discussion regarding the reports over the next month.

Dr. Mosier announced the unveiling of the KCKCC and Wyandotte County Historical Mural Ribbon Cutting Event, hosted by Ms. Shai Perry and the Historical Mural Committee, on Thursday, August 19<sup>th</sup> at 11:00 a.m.

Dr. Mosier noted in the annual report, the College has received many program accreditations and celebrated the recent accreditation of KCKCC's Medical Assisting Certificate Program, led by Dr. David Noll, and his team. The program met all nationally

established accreditation standards and is fully accredited until its next scheduled visit by fall 2025.

Dr. Mosier offered a brief recap of the work done towards obtaining local, state and federal grants to support specific programming efforts. These include a Title III grant that the College recently applied for in the amount of \$1.73 million with the focus of improving program outcomes, utilizing Program Pathways and other methods of student advising and support. Additionally, the College applied for a \$1.35 million Trio Talent Search grant and is currently working on a National Science Foundation grant. Dr. Mosier extended special thanks to Dean Cheryl Runnebaum, Ms. Dara Canady and others at TEC for their work on many of the grants mentioned. He also extended thanks to Dr. Ed Kremer, Dr. Aaron Margolis, Dr. Hira Nair and others for taking the extra time to apply for grants to help support our programs. Dr. Mosier offered a tremendous thank you to Ms. Connie Northup for keeping all the grants straight and the reporting on task.

Dr. Mosier shared that the Board of Trustees New Candidate Orientation will be held tomorrow evening, Wednesday, July 21<sup>st</sup> with Mr. Brad Isnard.

Regarding the KCKCC Downtown Project, Dr. Mosier shared that Ms. Mary Spangler and the KCKCC Foundation team in partnership with Byrne and Pelofsky have facilitated many great meetings with potential funders over the last month, with six presentations alone in the last week. One key presentation was the Wyandotte County Congressional Forum hosted by the Kansas City Kansas Chamber. Dr. Mosier was joined by the Downtown Project partners, PGAV Architecture, J. E. Dunn and others. He shared a new video element to help people to understand the magnitude of the project. Additionally, Dr. Mosier had a special guest, Mr. Randy Vance, President and CEO of the Sunderland Foundation. The College and the partners for the Downtown Project submitted a funding request to the Sunderland Foundation. They were happy to announce at the Congressional Forum the Sunderland Foundation has made a \$10 million commitment to help build the downtown location. Dr. Mosier offered sincere thanks to Mr. Vance and the Sunderland Foundation for their understanding and support of this important project.

Dr. Mosier concluded his report with the effects of COVID-19 over the past month. He was pleased to share that for employees, there were only three COVID-related incidents with zero COVID-positive results. For students, there were also three COVID-related incidents, with two COVID-positive results and one student experiencing symptoms. He shared that there would be more to discuss later in the meeting regarding the COVID safety protocols in relation to the Delta Variant.

Chair Daniels asked for any questions or comments. The Board applauded the commitment of the Sunderland Foundation to the KCKCC Downtown Project. Hearing no further comments, Trustee Ash made a motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

12. **Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Ms. Cecelia Brewer, Dean of Academic Support and Assessment, presented the following on behalf of Mr. Jerry Pope – Ms. Brewer extended many thanks to the deans, faculty and staff for their support of the students this year in pursuit of graduation. For the division of Academic Support and Assessment and the Learning Commons, the team wrapped up the year with a virtual murder mystery team-building event followed by reflection of the work done this past year.

In the division of Arts, Science, Communications and Humanities, Ms. Brewer congratulated Ms. Stephanie Willis, graduate from the Acoustical Engineering program. Ms. Willis was the first student to be hired into acoustical design work after finishing the program, having been offered a position at Stark Raving Solutions, where she interned while she was a student at KCKCC. Additionally, Dr. Justin Binek, Assistant Professor of Music, was assisted by four students - Parker Woolworth (piano), Calvin Haverkamp (guitar), Jordan Faught (bass), and Ben Garber (drum set) – in a clinic presented as part of The Jazz Harmony Retreat on Wednesday, June 16<sup>th</sup>.

In the division of Career and Technical Education, Ms. Brewer offered congratulations to Construction Technology student, Mr. Jacob Litewski, who earned a bronze medal in the virtual SkillsUSA National Championship Masonry Skills category on Friday, June 18<sup>th</sup>. Additionally, the KCKCC-TEC Building Engineering and Maintenance Technology (BEMT) Program partnered with Ryan Lawn and Tree for several presentations for the Irrigation, Advanced Electrical, and Advanced Plumbing module of the course. The presentations tied the classroom work to real-world work experiences for the students.

From the division of Adult and Continuing Education, Ms. Brewer shared the department has begun teaching the inaugural Business English as a Second Language (ESL) classes at KC Steak Company and Central Solutions. Additional classes are being planned at Plastic Packaging. Lastly, the division has been tentatively awarded a \$221,000 three-year contract to teach adult education courses and provide support services at the Lansing Correctional Facility.

In the division of Health Professions, Ms. Brewer shared that the Respiratory Therapy Program met all required indicators for student, graduate, and program outcomes in their annual submission of the Commission on Accreditation for Respiratory Care's Report of Current Status. The Mortuary Science Program, through June 2021, boasts a first-time pass rate that is above the national average. The Nursing Program is preparing for the Accreditation Commission for Education in Nursing (ACEN) and Kansas Board of Nursing (KSBN) visits at the end of September 2021. The program received more than \$88,000 from the Kansas Nursing Initiative grant. The amount was both the full ask by the Nursing program and the largest awarded to a Kansas community college. The funding will provide ongoing faculty development, salary support for new faculty members, stipends for faculty to provide student mentoring sessions, a new OB/newborn simulator and consumable lab supplies.

In the division of Math, Science, Business and Technology, Ms. Brewer shared that Mr. Chad Marmon, Associate Professor, was successful in providing free tax services to low-income members of our community this year. She extended congratulations to Professor Teri Huggins who was awarded the Accreditation Council for Business Schools and Programs (ACBSP) Teaching Excellence Award for Region 5 for 2021. Additional congratulations were extended to Ms. Treza Olima, a Business student who was awarded the Teachers of Accounting at Two Year Colleges (TACTYC) 2020 Student Scholarship.

Ms. Brewer noted, at the time of the submission of this report, the KCKCC Wellness and Fitness Center received \$1,200 in contributions in memory of J.J. Swanson for the Blue Devil 5K.

From the division of Social and Behavioral Science and Public Services, the Education department hosted the 2021 K-Step Up & KATA (Kansas Advanced Teacher Academy) Summer Roadshow on Wednesday, July 7<sup>th</sup>. Three former KCKCC students were recognized as the first students to transfer to Kansas State University (K-State) as part of the K-Step Up Program. The students are Ms. Diana Pardo-Lozano, Ms. Toriana Wright and Ms. Arely Velazquez. They will transfer this fall as Education majors. There are currently 12 students on track to transfer to K-State in fall 2022.

Ms. Brewer concluded the VPAA report and asked for any questions from the Board. Chair Daniels applauded all the great things going in the VPAA division. He called for a motion to accept the report. Trustee Hoskins Sutton made a motion to accept the report. Vice-Chair Criswell 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. Stephen Terry, Dean of Enrollment Services, on behalf of Dr. Delfina Wilson highlighted the following from the report – He extended congratulates to Mr. Jacob Litewski, Construction Technology student at KCKCC – PCC who earned a bronze medal at the National SkillsUSA competition. Dr. Terry introduced the new Director of Diversity, Equity and Inclusion, Ms. Gabriela Flores. Ms. Flores shared the rebranded name of what once was known as the Intercultural Center. It is now the Center for Equity, Inclusion and Multicultural Engagement. She shared her goals for the next few months and thanked the Board for the invitation.

Dr. Terry continued by acknowledging the many grant opportunities across the institution to include the Title III Strengthening Institutions Grant and the recent application for the TRIO Grant/Upward Bound Talent Search program grant. The Counseling and Advocacy Center hosted a mobile food pantry event that served over 100 families / 400 Wyandotte County residents for the Food Drive in June 2021. This event will also occur in August, September and October. Dr. Terry acknowledged the student athletes for their hard work this year. Ms. Bradi Balsler received 1<sup>st</sup> Team All American NJCAA Division 2 for Softball.

She was one of 45 students at KCKCC to receive All American status. Five of eight athletic teams had average of 3.0 GPA.

Dr. Terry concluded with discussion about Early College opportunities for KCKCC.

Chair Daniels asked for any additional comments or questions. Hearing none, he called for a motion to accept the report. Trustee Hoskins Sutton made the motion. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

14. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach report. Dr. Tami Bartunek highlighted the following items from the Board report – Her team is currently working on a new editorial about the Downtown Project and providing an ad in Business Review Magazine as a result of an article being written about the Unified Government. The “Purses with a Purpose” event is going fully virtual on October 14<sup>th</sup>. On Saturday, August 7<sup>th</sup> the “Back to School Fair” will take place at the Unified Government’s Vaccination Community Center. This year, backpacks, childhood immunizations, COVID vaccinations and hygiene kits will be given to each family. Dr. Bartunek continued by sharing the “Nontraditional Women in Tech” marketing push in partnership with Ms. Donna Shawn, Director of Technical Education Center, received phenomenal response in social media, with a reach of over 25,000 and the videos being viewed almost 7,500 times. Other social media metrics remain very strong as well.

Dr. Bartunek concluded her report with an update on the Kansas Promise Act. She shared that the KCKCC microsite, created by Mr. Matt Fowler, Web Designer, is up and running now. She shared that there have not yet been many applications, as it is still early for the program.

Lastly, she shared that the final touches are being made for the KCKCC commercial to be aired during the Olympics. She will share with the Board an approximate window of when the commercial will air.

Hearing no additional comments or questions, Chair Daniels called for a motion to approve the report. Trustee Ash made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

Dr. Mosier made the request of the Board to amend the agenda to move the Strategic Plan Report and the Annual Report from the “Unfinished Business” and “New Business” sections of the agenda to allow Dr. Bartunek to present while she is at the podium. The Board approved the amendment.

- The update on the 2020 – 2023 Strategic Plan was presented by Dr. Tami Bartunek. Dr. Bartunek handed out a copy of the report and reviewed the updates to KPIs, goals, initiatives and the language in Priority 1, Priority 2.

- The KCKCC Annual Report was presented by Dr. Tami Bartunek. The title of the 2021 report is, "Breaking Ground." Dr. Bartunek extended a huge thank you to the Marketing team for their hard work on this project. She reviewed the report and highlighted key points from the four major sections of the report – "A Year in KCKCC Success," "A Year in Student Success," "A Year in Employee Success," and "Greatness Through Perseverance."

15. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer report. Mr. Michael Beach highlighted the following items from the Board report – The FY2022 budgeting process has been completed and presented to the Board Finance Committee. There will be more information shared at the August 2021 Board meeting. The Student Housing project is on schedule and going well. The Business Office has adopted a new system for student payment transactions called TransAct.

Mr. Beach continued that Ellucian has been closed out for FY2021 and is ready for transactions for FY2022. The year-end closing processes for the Business Office are moving nicely, as well. He added that the Bookstore completed its year-end inventory with no noted issues.

Mr. Beach commended the leadership of the new Facility Services Director, Mr. Chris Gardner. He shared that he is looking forward to the completion of some Science lab remodeling projects.

Mr. Beach shared that the College Police Department instituted new security system that monitors the security of doors and access points called Avigilon. He concluded his report with the updates from the Monthly Financial Summary.

Chair Daniels asked for additional comments or questions. Hearing none, he called for a motion to accept the report. Vice-Chair Criswell made the motion. Trustee Brune 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 items from the Board report – She recognized 3 faculty members who completed the Kansas City Professional Development Consortium's Faculty Development Program – Ms. Mary Bautista, Assistant Professor in Health Professions division; Ms. Lakshmy Sivaratnam, Professor in Math, Science and Business Technology division; and Mr. Steve Vaitl, Adjunct Faculty in Math, Science and Business Technology division.

Ms. McGee continued by sharing that a Supervisor Training Meeting was held last week. The meetings are scheduled quarterly. In last week's meeting, the topics of discussion were nonexempt employees, procurement process and employee morale.

Ms. McGee shared that the upgrade for the HRISM Payroll system continues. The Benefits Committee is currently working with the College nurse and Wellness director to create a wellness initiative for employees. She shared that additional automation is being added to the Applicant Tracking system to include student employment and communications in the employment process.

Ms. McGee concluded with the quarterly report for exit and new employee surveys.

Trustee Hoskins Sutton commended the HR department and KCKCC Administration for including part-time employees and adjunct faculty in Employee Recognition Ceremony this year.

Hearing no additional comments or questions, Chair Daniels called for a motion to accept the report. Trustee Hoskins Sutton made the motion. Trustee Brown 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 the Media Services and Facility Services departments for their continued support with the Board meetings each month. Mr. Gabriel shared there were 85 laptop check outs to students for summer semester. The IT department is in the process of receiving returns in preparation for fall semester. Laptop Check Outs will be available beginning Monday, August 9<sup>th</sup>.

Mr. Gabriel continued that the New Course Look UP tool in the Self-Service System is nearing completion. The tool is expected to be available in the first few weeks of fall 2021 semester. He concluded his report sharing the Microsoft Security Audit is in progress. The vulnerability testing has been moved up to next Monday.

Chair Daniels asked for additional comments or questions. Hearing none, he called for a motion to accept the report. Vice-Chair Criswell made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

18. **Unfinished Business:**

- Chair Daniels invited Dr. Mosier to present an update on COVID-19 and the Delta Variant in relation to KCKCC. Dr. Mosier and President's Cabinet will continue to monitor the situation closely. He shared latest data in Wyandotte County and the County's plans to increase vaccination availability. Dr. Mosier concluded it is very likely that the College will change current protocols for the fall 2021 semester with more information from the Health Department. At present, certain bodies of students are required to be vaccinated at KCKCC – students living in Student Housing and student athletes.

19. **New Business:**



- Chair Daniels invited Mr. Beach to present the Annual Contracts and Recurring Payments List to the Board for approval. Mr. Beach shared the list with the Board and added that the contracts are either paid in full or paid monthly. The items that are for monthly payment often have time-sensitive invoices that may not meet with the monthly approval timeline.

Vice-Chair Criswell made the motion to approve the Annual Contracts and Recurring Payments List. Trustee Brown seconded the motion. **The Motion Carried.**

- Chair Daniels moved to the next item on the agenda, approval of Public Notice of Budget Hearing, presented by Mr. Michael Beach. Mr. Beach pointed to the Budget Hearing document in the Board Packet. The requested action of the Board is to approve the notice and the date of the budget hearing meeting. The Board noted that there is no mill levy increase for Wyandotte County residents.

Vice-Chair Criswell made the motion to approve the Public Notice of Budget Hearing. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- Chair Daniels moved to the next item on the agenda, approval of Annual Insurance Policy(s) Renewal, presented by Mr. Michael Beach. Mr. Beach pointed the Board to the policies shared in the Board report. He noted the increase in the College's property insurance. Vice-Chair Criswell added that the insurance industry is currently going through changes and the rate is no reflection on KCKCC. She concluded by sharing that KCKCC has done its due diligence in the managing premiums.

Vice-Chair Criswell made the motion to approve the Public Notice of Budget Hearing. Trustee Brown seconded the motion. **The Motion Carried.**

- Chair Daniels moved to the next item on the agenda, the approval of New Date for August 2021 Board Meeting (August 24, 2021), presented by Dr. Greg Mosier. Dr. Mosier shared that in order to meet the updated legislation regarding funding, the KCKCC Administration is recommending moving the meeting to Tuesday, August 24<sup>th</sup>.

Trustee Ash made the motion to approve the new date for the August 2021 Board meeting as Tuesday, August 24<sup>th</sup>. Trustee Hoskins Sutton 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.

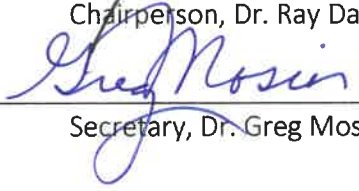
21. **Adjournment:** Chair Daniels thanked everyone for their contributions to the meeting and called for a motion to adjourn the meeting. Trustee Brune made the motion. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

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

ATTEST:



Chairperson, Dr. Ray Daniels



Secretary, Dr. Greg Mosier