



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  
Tuesday, April 18, 2023 – 9:00 A.M.**

**CONSENT AGENDA – Item A**

**Meeting Minutes**

1. **Call to Order & Pledge of Allegiance:** Chairwoman Evelyn Criswell called the meeting to order at 9:10 a.m. in Room AA101 at KCKCC-Technical Education Center and in the KCKCC Zoom meeting platform on Tuesday, April 18, 2023. The Pledge of Allegiance was led by Trustee Brown.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Brad Isnard, Mr. Donald Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton.
4. **Approval of Agenda:** Chair Criswell asked for questions or comments regarding the agenda. Dr. Mosier requested to amend the agenda to include the third executive session from the 8:00 a.m. meeting for a 7-minute duration at the end of the regular meeting. Trustee Daniels made the motion. Trustee Ash seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** Chair Criswell invited patrons or petitioners to address the Board. There were no patrons or petitioners online or in the meeting room.
6. **Recognitions/Presentations:** Chair Criswell announced there were no recognitions or presentations scheduled.
7. **Communications:** Chair Criswell invited Dr. Mosier to communicate the introduction of Dr. Scott Balog, Executive Vice President. Dr. Mosier welcomed Dr. Scott Balog to the KCKCC family. He started on Wednesday of last week at full speed ahead with a master facility planning meeting, ending the day at the Wyandotte Economic Development Council quarterly meeting with many county elected officials, the Mayor, state legislators and Senator Marshall.

Dr. Balog expressed happiness and thanks for this opportunity. He has been warmly welcomed by the Board, members of Cabinet and colleagues across the College. He could not think of a better situation to be in than working under the leadership of President Mosier and the Board, seeing how connected the College is in the community and those in the community that are invested in the future of KCKCC and to help enable the vision of the College. As a first-generation community college graduate, it is a tremendous honor to be able to dedicate his career to serving community college students and the community. Dr. Balog again gave thanks for this opportunity and thanked the Board and Dr. Mosier for the leadership, service and commitment to KCKCC, the students and the community.

Trustee Hoskins Sutton welcomed Dr. Balog. She and Trustee Ash met him in Junction City on Friday. The Board conveyed many welcomes to Dr. Balog.

8. **Board Committee Reports:** Chair Criswell invited the Board Committees to report.
- On behalf of the Board Finance Committee (BFC), Vice Chair Isnard, Chair of the BFC, reported it was another great financial month for the College with a net position increase of \$3.9 million. This was partly due to receiving the first-half distribution of ARPA (American Rescue Plan Act) funds, which was \$6 million in additional revenue this month. The second half will be received further into the downtown campus project. The consent agenda items were thoroughly reviewed and questions answered to the satisfaction of the BFC. The committee received a downtown location update including some exciting upcoming milestones. The committee also received a student housing update and are close to closing out that contract.

Hearing no questions or comments, Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, announced the committee will report later in the meeting.
- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown, Chair of the BCEC, reported the BCEC is working gingerly to make sure the committee is connecting with all the areas in our city. The BCEC will present to Livable Neighborhoods and Leadership 2000. The committee has received District 500's annual report; there are ways to work with them. Those are the individuals that will be running our city so the BCEC wants to make sure those individuals are connected in all ways with the community college. Trustees Brown and Ash visited the Wyandotte County Ethnic Festival this weekend. There was great attendance and the BCEC can continue to encourage them to stay connected with the College.

Trustee Ash added the festival had great attendance and Dr. Curtis Smith was very appreciative of the College's support. The festival had been shut down for three (3) years and clearly it was important to many people in the community. The College will likely

continue support of this event. Mayor Garner attended and he expressed his continued support and excitement on the downtown campus.

Trustee Hoskins Sutton added it was a great festival with great attendance. Some individuals questioned why it was not held at the field house so that inquiry may be coming for next year.

Trustee Ash motioned to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

- As the Association of Community College Trustees (ACCT) Delegate and as the Kansas Association of Community College Trustees (KACCT) Delegate, Trustee Ash reported his attendance of the PTK Awards program on this past Friday in Junction City, Kansas with Trustee Linda Hoskins Sutton, Dr. Mosier, Dr. Meiers, Mr. Pope, Dr. Balog, Dr. Stacy Tucker and our amazing students. It was a great program and our students represented the College as it was expected they would. It was followed by a KACCT meeting. The group received a legislative update from Heather Morgan, KACCT Executive Director, and a very thorough and detailed update on the current budget proposal. The good news was there is new money for community colleges this year. Some of that information is open to be revised. There is confidence to receive money for cybersecurity, about \$5 million for a 4% to 5% increase for salaries and wages. There is potential to receive our portion of 14% of \$12 million. The legislature will be returning from the break for three (3) days and the KACCT group will see what can be accomplished.

The KACCT Executive Committee met. There was discussion regarding the lobbying firm that KACCT uses and KACCT may make some adjustments or think about a different direction. The final determination will be made by the June 2nd & 3rd meeting in Dodge City, Kansas. Trustee Ash will not be able to attend. They will have final answers on all of these issues by then.

Trustee Linda Hoskins Sutton asked if Trustee Ash wanted to mention the headwinds that Heather Morgan mentioned were possibly coming. Trustee Ash report things may be a lot different next year regarding some items with TEA (Technology Enhanced Analytics) or KBOR (The Kansas Board of Regents).

Hearing no questions or comments, Chair Criswell called for a motion to accept the report. Trustee Daniels made the motion. Trustee Brown seconded the motion.

**The Motion Carried.**

9. **Consent Agenda:** Chair Criswell called for a motion to approve the Consent Agenda. Trustee Brune made the motion. Trustee Brown seconded the motion. Chair Criswell called for all in favor. Trustees Daniels, Isnard and Ash responded aye. Chair Criswell called for any opposition. Trustee Hoskins Sutton supported Item D - Approval of Personnel Items, being very in favor of the new Vice President of Educational Innovation and Global Programming, however, was concerned about the way it has been handled. The position was not

advertised, yet the Board agreed the position was needed, without seeing a job description. Trustee Hoskins Sutton wanted the record to reflect as not approving of hiring someone without a job description. Trustee Hoskins Sutton is very excited about the hire, she is very exceptional.

Trustee Daniels motioned to accept the consent agenda. Trustee Brown seconded the motion. The Motion Carried.

10. **Student Senate Report:** Chair Criswell called for the Student Senate report. Mr. Andrew Guevara-Alatorre, Student Senate President, was not present.

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

- It is great to be at the Technical Education Center (TEC) this morning for the annual board meeting at this location. Dr. Mosier gave a tremendous thank you to Chef Richard McPeake, all the faculty and the students for the incredible breakfast made from scratch.

On Friday, April 7th, Student Senate Shadow Day with President's Cabinet was successfully held, which included Student Senate members spending about two hours with their respective Cabinet member, a site visit of the new downtown location, a review of the historical elements inside the church that will be built into the new center, a group lunch and the Student Senate meeting. It was wonderful to spend time with our students in that capacity showing what the leadership team does for the College and the students provided great insights.

As the end of the semester approaches, many traditional special events are taking place at KCKCC.

- Annual Foundation Hall of Fame luncheon at TEC on Friday, April 21st from 11:30 a.m. to 1:00 p.m.
- Annual Employee Recognition luncheon at TEC on Friday, May 5th from 11:00 a.m. to 1:00 p.m. There is a tremendous number of employees being recognized for 5 to 30 years of service along with other awards.
- Nursing Pinning Ceremony at the Field House on Wednesday, May 17th at 7:00 p.m. along with other pinning ceremonies for our Allied Health programs.
- Commencement Ceremonies at the Field House on Thursday, May 18th at 2:00 p.m. and 7:00 p.m. Come help celebrate our students as they complete this chapter of their life and move on to the next. Excited to announce that Ms. Irene Caudillo is the commencement speaker this year.

Dr. Mosier has the privilege of representing KCKCC at several business and industry events.

- Wednesday, April 19th at 7:30 a.m. at the McCownGordon Construction main office, in a panel discussion with the Kansas City Business Journal on the topic of

Navigating Public Funding Dynamics in Kansas City.

- Tuesday, April 25th at TEC for the KCK Chamber of Commerce. The topic is The Future of Workforce, which is appropriate to what is being done at KCKCC and providing business and industry insight. Trustee Daniels requested highlight reports from that presentation. Dr. Mosier will provide that information at the next Board meeting and will share the PowerPoint presentation.
- Dr. Mosier reported the Kansas Commerce asked him to do a presentation for the major exporters in the State on workforce development about the new strategies and approaches KCKCC is taking. The presentation and video went really well. They were planning a trip to Taiwan to attract international business to Kansas City. Kansas was the only team represented to about 50 different organizations in Taiwan, and they have a lead for visiting Kansas City. Dr. Mosier also created a special video for Kansas Commerce to use in their presentation in Taiwan.

The College is hosting several events for business and industry and community.

- The Wyandotte County Ethnic Festival was last weekend.
- Our business partner, Orange EV (the electric yard trucks), is moving from Kansas City, MO from 50,000 square feet to KCK/Turner Diagonal to 500,000 square feet. In June they will host the American Association of Highway and Transportation Officials Leadership Institute at TEC. That event is 50 participants representing State and Federal offices from 15 to 20 different states.

Dr. Mosier is leading the Workforce Development subcommittee with about 50 individuals on a Kansas Commerce \$150 million grant application, that the group is preparing as a State, for the Kansas Innovation and Technology Hub. The grant timeline has been moved up. The release of the RFP (request for proposal) is expected to come out the end of May or early June.

The College is continuing to be involved in helping to create materials to support the American Memory Project, the \$7 billion semiconductor project that is researching this area to bring about 5,000 new jobs. KCKCC would have a big part in the training of that workforce.

The College received funding for Perkins for FY2024 at \$406,822, which is more than last year. KCKCC received the corrections grant through Perkins for the programs offered at Lansing Correctional Center for \$10,783.

KCKCC earned the Kansas City Business Journal Community Impact award for Centennial Hall. Centennial Hall was one of three (3) construction projects this last year to win in the field of Community Impact. This represents what KCKCC is trying to do with the community.

Vice Chair Isnard motioned to accept the report. Trustee Ash seconded the motion.

### The Motion Carried.

12. **Vice President Academic Affairs Report:** Chair Criswell called for the Vice President of Academic Affairs report. Mr. Jerry Pope reported the following –

- On April 25 at 7:30 p.m. in the Performing Arts Center, säje, a Grammy nominated treble vocal quartet from the Seattle and Los Angeles areas, will perform at the vocal day of the Kansas City Jazz Summit. This is a joint venture with Blue Valley Southwest High School. Congratulations to the music department.

Arts, Communications and Humanities had the annual Electronic Music Midwest Festival. This is between two colleges, KCKCC and one in the Chicago area every other year at our location. There were about 60 composers of new music and Dr. Ian Corbett, Professor and Audio Engineering Coordinator, had a piece premiered.

Mr. Pope introduced Mr. Darren Elliott, Professor and Speech Coordinator, along with four debate students. Mr. Elliott reported they have had a series of national tournaments over the last couple of months and highlighted the students' multiple awards and their banner year.

Trustee Brown led a standing ovation for the students and their accomplishments. Trustee Hoskins Sutton thanked Mr. Elliott for leading the debate team with strong passion.

Mr. Elliott thanked the Board and everyone for their support.

Trustee Daniels gave kudos to Mr. Pope, the faculty and staff on how many programs and opportunities are in the report connecting the College with high school students, other colleges, other programs, businesses and stated the contacts the group is making in the community is impressive.

Vice Chair Isnard gave congratulations to the debate team and requested a 3-minute break for a photo opportunity of the Board with the debate team.

Chair Criswell called for a motion to accept the report. Trustee Brown made the motion. Trustee Ash seconded the motion. The Motion Carried. Chair Criswell granted the 3-minute break for the photo opportunity.

13. **Vice President Student Affairs and Enrollment Management Report:** Chair Criswell called for the Vice President of Student Affairs and Enrollment Management report. Dr. Chris Meiers reported the following –

- The first annual student safety walk of the South side of the main campus with College Police, Facility Services and Student Senate was held, identifying potential areas of improvement. All the notes are being compiled to develop action items. The intent is to repeat this every fall and spring around daylight savings time beginning and ending.

Based on feedback from Trustees, the first meeting about identifying ways to improve grade tracking and grade submission by faculty at the end of semester was held. The team has identified a need to provide reports to Deans and faculty members ahead of the grading deadline regarding which grades are not submitted and instructions to improve submission.

Progress is going well on the Strategic Enrollment Management Plan. The team is in the final drafting stage and have started distributing the plan to campus constituent groups to gather feedback centered around key performance indicators.

Regarding improvements of admissions processing, incoming applications for summer and fall 2023, 2,873 applications have been processed compared to January through April 30th of last year when 2,225 applications were processed. There are 659 applications short of end of May processing from last year so there likely will be a larger applicant class compared to the previous year. In the submitted spring enrollment report, there were some percentage errors that will be updated.

A story was published by KSHB News about the student food pantry and the work Fyn Morrigan, Student Services Coordinator, is doing. The College is working on expanding outreach efforts and partnerships with USD 500 individuals that work with displaced youth in the school system and the Hillcrest Transitional Housing in downtown Kansas City to see what type of programs and services can be done to integrate with the basic needs and priorities.

Upward Bound had their first away trip to Chicago with a large group of students to explore universities. This is good progress of Upward Bound and their recruitment. They have a trip planned to Orlando for leadership development. These are big incentives to attract students into that program.

On April 5th, the Kansas legislature secured enough votes to override the Governor's veto on House Bill 2238 which is known in the media as a transgender ban that requires all K-12, colleges and student athletes' intramurals club sports to participate in the sport based on their biological sex. It also requires all governing bodies, including KCKCC, to adopt rules and regulations to implement the bill. KCKCC will be evaluating that to uphold the law.

Dr. Meiers asked for questions from the Board.

Trustee Hoskins Sutton questioned if the nine (9) graduates for December 2022 that were processed are able to walk in May and if there are more than nine (9) students. Dr. Meiers answered yes, and there are more than nine (9) students. That number reflects the registrar's monthly report.

Trustee Hoskins Sutton continued with a question about the Outward Bound Summer program and where in the process of applying to the College those students stand. Dr.

Meiers answered those students are a combination of 10th through 11th graders, maybe some seniors, and would be potential full-time college students in fall 2024.

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

14. **Chief Marketing and Institutional Image Officer Report:** Chair Criswell called for the Chief Marketing and Institutional Image Office report. Ms. Kristy Green reported the following –
- Attending the Capstone Award program and seeing KCKCC recognized with others in our community and the profile piece in the Kansas City Business Journal was very exciting.

Ms. Green attended the national conference for the National Council of Marketing and Public Relations, which is a community college organization, and KCKCC won a Silver Paragon Award for our social media outreach related to Lansing Correctional Facility.

The strategic plan has been shared with all of the shared governance organizations and will be shared with the campus community to gather feedback. The draft strategic plan will be presented to the Board in May, with the option for approval in June.

Marketing celebrated Community College Awareness Month this month by visiting each campus. The theme was “I love KCKCC.” Blue Devil 1923-2023 pennants and snacks were distributed and students posed for photos with the items. This Friday is Spirit Day so all will wear KCKCC clothing.

Marketing worked in partnership with Dean Bohm’s area on the Nursing Open House. There were over 24,000 engagements with that social media boost and more than 65 people attended the event. This was a successful partnership strategy as has been done with other academic areas related to programs that wanted to grow and get hands on time with potential students.

Going forward there will be a difference in how the website results are reported. To focus on community engagement, student recruitment and student retention, internal website visits have been filtered out and numbers for the outside community are being measured. The internal audience was about 30% of the overall website traffic. As a website redesign process progresses, it is important that it is designed for the external user. The goal is to create a website that makes it easy for those who want to enroll, apply and engage with KCKCC to find the information needed from the outside in. Marketing will be hosting three (3) focus groups this spring with current students and then hope this fall to work with high school students to understand how they use websites, what they access them from and to get some of that base data for the website redesign over the next 12 to 18 months.

Chair Criswell called for questions or comments for Ms. Green.

Dr. Mosier pointed out the look and feel for the institution and the quality of the

marketing materials continues to get better and better. Dr. Mosier gave thanks to Ms. Green and all her staff.

Chair Criswell echoed the thought and thankfulness as there is a vast difference of the marketing look and feel compared to five (5) years ago.

Trustee Daniels motioned to accept the report. Trustee Brown seconded the motion.

**The Motion Carried.**

15. **Chief Financial Officer Report:** Chair Criswell called for the Chief Financial Officer report. Dr. Shelley Kneuvean reported the following –

- The College received \$6 million of the ARPA (American Rescue Plan Act) funds, which is earmarked for the downtown project. This is half of the money that will be received from the state Department of Commerce. The College also received about \$3 million in property taxes.

On the expense side, normal expenses were about \$5.5 million, but half of the College's debt was paid at about \$1.8 million. The expenses appear a little high, but that is due to making big debt payments throughout the year at certain times.

As planned and as expected in the budget, the net revenue will start being depleted because the majority of income over the last few months from property taxes, tuition and state aid has been received. \$5.9 million is how much is planned in net revenue at the end of the year that will go towards reserves. It will likely be more due to soft savings, which will be calculated at the end of the year.

One of the investments the Board authorized comes due tomorrow, it is a \$3.5 million CD that was invested. The new practice and policy of the Board for investments will be followed to seek proposals to renew that. At the Board Finance Committee there was a general discussion about increasing that amount to about \$6.5 million to better use those idle funds while interest rates are high.

The finance department is putting together the budget and has been focused on the revenue side reviewing scenarios of the property tax levy, with assumptions about evaluations and calculations should the Board decide to do revenue neutral, flat or a reduction. The Board Finance Committee will start discussing that in more detail in June when the final valuations from the County have been received. The State funding will be finalized at the end of April including a one-time grant of cybersecurity money and about \$900,000 that will be earmarked for apprenticeships and workforce training.

Facility Services has been tagging all assets, items that are valued at \$5,000 or more. This creates an inventory and it affects financials in terms of assets and depreciation schedules. Another 1,500 items were tagged through the end of March. They are using it creatively for logging maintenance on an item and discussed custodians scanning asset tags to document their duties.

The new work order system went live. The back end of that system provides better reporting, it is a good operational improvement.

Facility Services is renovating the board room and a lot of that work is being done by the College's staff. This shows the skills KCKCC has in staff positions. It will be a great improvement in the usability of the room.

The Facilities Master Plan work continues. In May, options will be brought forward for the Board to have input and provide feedback before it is finalized, which is expected to be in June or July.

Dr. Kneuvean asked for questions from the Board.

Trustee Hoskins Sutton thanked Dr. Kneuvean for nominating Centennial Hall for the Capstone award, it was great to see the College recognized. Trustee Hoskins Sutton commented on the surplus and is glad to see things being done with the surplus. She questioned if the auction company being used is live on campus or somewhere else. Dr. Kneuvean answered the auction is online and is very common. Colleges, universities, school districts and governmental entities are the primary users of the auction service, Purple Wave. It can be used personally by individuals. It has been very successful. Trustee Hoskins Sutton noted the \$300,000 collected at auction and thanked Dr. Kneuvean for spearheading the project. Dr. Kneuvean reported a policy that documents this process will be coming forward in the summer or fall.

Trustee Ash questioned how many investment CDs the College has. Dr. Kneuvean answered three (3). The one that is about to mature was an investment of six (6) months, one authorized prior to Dr. Kneuvean's hire is an 18-month investment and is due in December and the other investment is 12 months and is due March 2024. The typical investment is 6- to 12-months. Dr. Mosier reported the Board Finance Committee discussed the dollar amount being invested is always rolling at 3- to 6-month intervals so the money is available. The College is looking at keeping 6-months or 50% liquidity for the institution that has immediate access and the remaining is being invested.

Vice Chair Isnard questioned the .33% rate of CD number two (2) on the list, Liberty Bank. Dr. Kneuvean answered that was correct and was done before her employment. Vice Chair Isnard questioned if the College could look into sacrificing the interest on that one to call it back early. Dr. Kneuvean will research the option. It is a small CD of about \$510,000.

Vice Chair Isnard motioned to accept the report. Trustee Ash 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 reported the following –
- The talent development manager has launched a monthly calendar for all of the

professional development, it is located on the HR MyDotte site. HR is continuing the professional development series monthly. This month was cultural intelligence and team building. Momentum for good attendance is starting.

Ms. McGee and HR attended the KCKCC Career and Transfer Fair to promote the College, KCKCC benefits, open positions, to engage with individuals and share information about KCKCC with individuals in the Wyandotte County community and those coming from near and far to look for opportunities. There were a lot of organizations and attendees present. Kudos to the Student Affairs staff that hosted the career fair.

Human Resources is planning the Employee Recognition Ceremony luncheon on May 5th and hopefully the Board is able to attend.

New employees and exiting employees continue to be surveyed. A detailed report is provided in the Board packet. In this quarter, good feedback continues from new employees that state they have been acclimated into the College successfully with information regarding their performance objectives, the department goals, etc. The College continues to receive high ratings. The area that has seen a decrease in ratings is overall community satisfaction of communication. The College continues to try to identify where overall communication to employees can be improved and how to disseminate information to employees. The College also continues to get good feedback that KCKCC has a friendly environment, individuals are friendly to new employees and individuals that are leaving have identified they have made lasting connections with individuals across the College. HR wants to continue to promote that and make sure the College is creating an inclusive but also engaging and friendly environment to attract individuals and keep them.

With the work from home option, feedback continues about flexible hours and individuals enjoying that option.

Ms. McGee asked for questions from the Board.

Dr. Mosier added there is a lot of great work happening. The College has a lot of venues for communications, there is a need to determine if those venues fit the needs of the college body as a whole. As a point of reference, in all national surveys of colleges and universities the number one (1) complaint is communication and the number two (2) complaint is parking.

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

**17. Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel reported the following –

- Thanked Media Services for their time and effort setting up the Board meeting.

Thanked Facility Services for all the work they do. They have been tasked with hanging new access points in the field house with a tight timeframe to help provide extra Wi-Fi for graduation and other groups.

A new DNS (Domain Name System) security software is being rolled out. The College is migrating to a new software starting tomorrow to replace an automation program in the background that handles different account items for students. The old system was initially set up in 2009 or 2010, it functions fine but is slow. It takes about two hours to run its processes. The new system will run those same processes in less than 30 minutes. The new software will bring more options including the ability to create a portal to share to the Learning Commons or the Ad Astra staff to create accounts for individuals so when they are on campus, they have an account to log into college computers instead of using a shared visitor account.

On May 5<sup>th</sup>, Information Services is working with Ellucian on the eRezLife software integration between the eRezLife software and Colleague. The Centennial Hall staff will be able to make changes and manage the eRezLife application. This will help with the automation of assigning door cards, student access to items, etc.

Mr. Gabriel asked for questions from the Board.

Trustee Brune questioned if AI (artificial intelligence) has entered the domain. Mr. Gabriel answered AI was tested while working on the Information Technology Master Plan and it could benefit the College but it is not being used yet. Trustee Brune questioned if there was obvious harm coming from it yet. Mr. Gabriel answered no, as security controls are in place.

Trustee Ash asked about the \$250,000 cybersecurity money coming from the State and if it is part of the Information Technology Master Plan. Mr. Gabriel answered KCKCC has items in place that are being pushed out and will look to enhance items or add items.

Trustee Daniels motioned to accept the report. Trustee Brune seconded the motion.

**The Motion Carried.**

18. **Unfinished Business:** Chair Criswell announced originally Unfinished Business was not scheduled but understood Dr. Mosier would like to make a downtown campus update. Dr. Mosier reported the update was not made during the president's report, he made the assumption the report was under Unfinished Business. Dr. Mosier reported the following –
  - Things continue to move forward and go well on the downtown project. The Owners' Representative is already under contract. This last month, PGAV Architects, the architect and engineering firm, came under contract. PGAV has been interviewing the divisions of the College such as academic affairs, student affairs, TEC faculty programs, IT and security and working with Swope Healthcare and CommunityAmerica Credit Union (CACU) for the programming on what type of space is needed and how many square feet are needed. This information will be put into the design of the downtown building.

This was a month to do some pivoting as the project is closer to coming to fruition. Representative LaTurner's office had not found an account number in the Federal registry that would be the best option to submit the \$3 million proposal for the equipment and instructional technology items for the downtown educational stack. At the 12th hour a decision was made to move that request into the Department of Housing and Urban Development in relationship to economic development that in turn increases the ability for people in underserved areas to afford housing. That switch was made the afternoon it was due. It is now a \$3 million brick and mortar request through the federal department of Transportation, Housing and Urban Development (THUD). The College hopes to hear news of award between October and December.

The State American Rescue Plan Act (ARPA) money, \$12 million from the State and the \$12 million match from the College, currently has a timeline attached to it to spend all funds by June 30, 2024. Heather Morgan, Executive Director, Kansas Association of Community College Trustees, has been informed extensions will be allowed, and he is waiting to get that information in writing. As much of these funds need to try to be spent on the front end of the project as possible. A conversation is being had with a donor who allocated \$1 million to the project, originally assigned to the architect, engineering and Owners' Representative fees, and asking them to push the donation to later in the project so those upfront fees can be paid with the State money. In visiting with the president and CEO of that foundation, a request is going in to use that money either for the identified instructional technology equipment that was on the Representative LaTurner proposal, which was originally \$1 million worth, or brick and mortar. They will take that information to their Board at the end of this month. Good responses are anticipated.

The other area being pivoted is regarding the city planning and the development team of the Unified Government (UG) about the church facility in the original Certificate of Appropriateness (CoA) that was approved in November 2021. The project has made great progress since then. Some of the language is referring to the deconstruction of the church with the appropriate permitting, which the interpretation is the building permit. That timeline, will set the project back nine (9) months which means almost one (1) year until the programs can be offered. The UG staff has been very supportive. On May 1st, I will provide an updated presentation to the Historical Landmark Commission with the new timeline and all the progress that has been made to see if they will approve the appropriate demolition permit which will align with the project's timeline. If they want a full request, another CoA will be submitted, which will be prepared in case they want additional information, but hopefully it will be resolved at the May 1st meeting.

The environmental studies are still being done. A list of construction managers who will be CMAR, construction manager at risk is being put together. The Request for Proposal (RFP) will go out in the next couple weeks. The CMAR will work with the Owners' Representative and the architectural firm to provide budget numbers as the concept is developed so the concept is kept on budget.

Trustee Brune questioned if the Board should be online for support during the May 1st meeting. Dr. Mosier believes that meeting is an update but will ask if there is an opportunity for the community to provide input. The June meeting would want public support. The UG staff is supportive of the project and will speak in favor of the update.

Trustee Daniels mentioned there were reports this week that UG is looking at approving a plan for the Reardon Center. A group was looking at using the East end of the block for athletic fields and Trustee Daniels questioned if that could impact the project. Dr. Mosier answered that was originally on the Willie Lanier/Will Shields Project proposal and that is the piece of property that has been allocated to this project. That was phase three (3) of the Reardon Center redevelopment. There is progress being made by the commissioners, Commissioner Bynum, Commissioner Johnson, the Advisory Council and the Mayor's office with relocation for the Willa Gill Center. There may be more information in the next 60 or 90 days.

Chair Criswell called for additional questions or comments for Dr. Mosier. Hearing none, Chair Criswell thanked Dr. Mosier for the excellent update.

#### 19. **New Business:**

- Chair Criswell called for the presentation of KCKCC Policies. Trustee Linda Hoskins Sutton, Chair of the Board Policy Committee, presented the following –
  - There are three (3) policies for approval: Bereavement Leave (Policy: 5.13), Medical Emergency Leave (Policy 5.14) and Shared Leave (Policy 5.17) with the procedure. Bereavement Leave and Medical Emergency Leave used to be one (1) policy and these are new policies separating them. The Shared Leave policy is completely new. The Board does not approve the procedures, but for consistency, Ms. Christina McGee stated the Board's approval date will be included at the bottom of the procedure document as it will give the Board a connection to the existence of the policy.

Chair Criswell thanked Trustee Hoskins Sutton for the explanation and asked for clarification if the Board would approve the policies and it would be noted the Board is in support of Procedure 5.17A.

Trustee Hoskins Sutton answered this would confirm the Board saw the procedure and the document should have "Board Approved" on it and today's date to show when this procedure came into existence with this policy.

Trustee Daniels suggested different language be used since the Board does not approve the College procedures, possibly use "Board Recognition" or "Board Notification."

Trustee Hoskins Sutton reported the other procedures already have "Board Approved" documented and it shows the existence. When they have been updated

it does not have "Board Approval," but it has the update on there. Trustee Hoskins Sutton questioned if we are going to go back and change all the others. It shows when it came into existence.

Trustee Daniels stated not being comfortable showing it as "Board Approval."

Dr. Mosier commented that typically it would be identified as "Date Updated" with a string of dates to show historical changes, or updates, to the procedure as the Board only approves "policy."

Trustee Daniels agreed with the updating.

Trustee Hoskins Sutton reiterated her point as when they have updated, they have put that date on there, but "Board Approval" is still on there and that connects it to the approval date.

Dr. Mosier recommended removing "Board Approval" from all procedures.

Trustee Hoskins Sutton recommended it should stay on there because it ties it to the existence. The Board is not involved in the procedure yet all of this comes under the Board because the Board oversees everything that is done.

Chair Criswell questioned if there is an opportunity to amend the procedures being "Board Approved" as opposed to "Date Updated."

Trustee Daniels agreed with the appropriateness of using "Date Updated" instead of "approval."

Trustee Hoskins Sutton questioned how to acknowledge when this procedure was put into place without using the language "updated" because the document is not being updated but coming into first existence.

Dr. Mosier acknowledged the first date would be "Date Initiated" and then administration would add either "Date Updated" or "Date Amended" to that language because the Board does approve policies but not procedures. Human Resources will go back and correct some oversight that was not caught in the past.

Trustee Hoskins Sutton agreed and suggested the Board be clear on the language. If we are not going to say Approved by the Board, other language is needed because without the policy you would not have the procedure. There needs to be a connection to follow the procedure to the policy.

Vice Chair Isnard questioned if the Board is approving Policies 5.13, 5.14 and 5.17 but the administration is not asking for action on Procedure 5.17A. Vice Chair Isnard

made a motion to table Procedure 5.17A today to allow administration time to take care of what is needed.

Dr. Mosier advised the procedure should move forward with the policy so as we roll out the policy, the procedure can be shared with the employees. Dr. Mosier gave appreciation for the thought, but recommended amending how the date the procedure is either created or updated is documented. Institutions across the country use "Date Created" and "Date Updated" on the procedure document and the policies have the "Board Approval" date.

Trustee Hoskins Sutton agreed with using "Date Created" so there is a trail of the date that it is created and any updates that are done. Whether the Board approves it or not, everything is supposed to come under the consideration of the Board because voters hired us to oversee everything.

Trustee Brune added the Board's job is to approve policy, not procedure, and does not want to put "Board Approval" on a procedure.

Trustee Hoskins Sutton pointed out the "Board Approval" was on there. Trustee Brune indicated that is part of the cleanup we are talking about. Trustee Hoskins Sutton wanted to make clear this is not something she is putting on the documents and wants to follow the procedure. If we are changing the language, let's go back and change it.

Trustee Daniels reiterated we are not changing the procedure as the Board has never approved procedures and has always approved policies.

Trustee Hoskins Sutton knows there is no change in that at all but it has always said that language on the documents. If we are going to clean it up, let's clean it up and be consistent.

Trustee Daniels motioned to approve the three (3) policies.

Trustee Ash asked for clarification on the Medical Emergency Leave regarding full-time employees could get up to 40 hours with regard to FMLA (Family and Medical Leave Act) and if FMLA begins if someone had an emergency and was off three (3) days or more. Ms. McGee answered not necessarily. FMLA requires that an individual have a serious health condition so for a common cold or the flu, FMLA would not kick in. It has to be that someone is under a doctor's care or they have been hospitalized or incapacitated for a period of three (3) or more days for FMLA to begin. If it is a serious health condition as classified by FMLA, we would trigger FMLA and start their FMLA. We have changed that in the policy. In the previous policy it was college paid, so now you will see that someone has to exhaust their leave before medical emergency kicks in but FMLA would kick in if we identify that it

is a serious health condition.

Trustee Daniels motioned to approve the three (3) policies. Trustee Ash seconded the motion. **The Motion Carried.** Trustee Hoskins Sutton thanked Ms. McGee for the explanation and explained that the Board Policy Committee has input from Ms. McGee, faculty and staff, there is a first reading and a second reading before being brought to the whole Board for approval. Trustee Hoskins Sutton gave appreciation to Trustee Ash for the questions. Trustee Brune mentioned curiosity on the Shared Leave due to her experience with a similar program and questions regarding organizing it by hours or by dollar value.

- Chair Criswell called for the presentation of the FY2023 Master Contract Between The Board of Trustees Kansas City Kansas Community College and the Faculty Association of KNEA Kansas City Kansas Community College.
  - Mr. Jerry Pope brought forth the 2022-2023 faculty master contract. Mr. Pope mentioned Mr. Darren Elliott is the faculty association of KNEA president. They held their vote and it passed. We are presenting it to the Board for a vote to pass the contract.

Chair Criswell called for questions, comments or concerns. Hearing none, Chair Criswell announced we will be conducting a roll call vote. Vice Chair Isnard motioned for approval of the 2022-2023 master faculty contract. Trustee Hoskins Sutton seconded the motion. A roll call vote was conducted. All trustees voted Yes. **The Motion Carried.** Chair Criswell thanked the Board. Trustee Hoskins Sutton thanked the staff and faculty. Trustee Daniels gave congratulations and thanks to both parties. Mr. Pope thanked both the professional negotiations team and the administrative team. Dr. Mosier thanked all.

- Chair Criswell invited Dr. Mosier to present the Alcohol Resolution for the July Wyandotte Economic Development Council's Quarterly Meeting.
  - Dr. Mosier reported the Wyandotte Economic Development Council (EDC) holds a quarterly meeting, usually with drinks and hors d'oeuvres to attract the business community. As the Chair of the EDC Board this year, I want to showcase Centennial Hall, along with Mr. Greg Kindle, the CEO of the EDC. We would like to utilize the Blue Devil Den, which is the game room in the basement of Centennial Hall on July 12th. Since the event is in the summer, there will be a smaller number of students staying in Centennial Hall during that time, so students will not be placed in that hallway and College Police will monitor the entrance to the hallway both from the exterior door to the center area.

Dr. Mosier read the resolution as posted in the Board meeting packet.

Trustee Ash motioned to approve the resolution. Trustee Brown seconded the motion. **The Motion Carried.**

Chair Criswell called for a motion to enter a third executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-

client relationship with possible action to follow in open session for a 7-minute duration. Open session will take place in Room AA101 and in the virtual meeting room. Vice Chair Isnard made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

Along with Dr. Greg Mosier, College President, and Mr. Greg Goheen, College Attorney, Dr. Kneuvean and Dr. Balog were invited to join the executive session.

The Board was allowed time to travel to the special meeting room. The Board entered the third executive session in Room M118 and in the virtual meeting room at 11:07 a.m. The Board returned to open session at 11:14 a.m.

The Board was allowed time to travel to Room AA101.

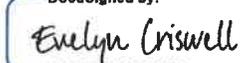
At 11:18 a.m., Chair Criswell returned the meeting to open session. No action was taken for the executive session.

20. **Adjournment:** Chair Criswell asked for questions or comments prior to calling for adjournment. Hearing none, Chair Criswell thanked all and gave appreciation for the time the Board of Trustees, faculty, staff, Cabinet and Dr. Mosier put in to make this meeting and to make the success of the College possible.

Chair Criswell called for a motion to adjourn the meeting. Vice Chair Isnard made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

The meeting adjourned at 11:20 a.m.

ATTEST:

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Chairperson, Ms. Evelyn Criswell  
  
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Secretary, Dr. Greg Mosier