



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, September 17, 2024 – 5:00 P.M.**

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairman Brad Isnard called the Kansas City Kansas Community College (KCKCC) Board of Trustees Meeting to order at 5:05 p.m. at KCKCC-Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, September 17, 2024. The Pledge of Allegiance was led by Vice Chair Criswell.
2. **KCKCC Mission Statement:** Chair Isnard read the College mission statement.
3. **Roll Call:** Trustees present were Chairman Brad Isnard, Vice Chair Evelyn Criswell, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton, Dr. Brenda Scruggs Andrieu and Ms. Mary Ricketts.
4. **Approval of Agenda:** Chair Isnard called for a motion to approve the agenda. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** Chair Isnard invited patrons or petitioners to address the Board for a 3-minute limit. There were no patrons or petitioners in the meeting room or online.
6. **Recognitions/Presentations:**
 - Chair Isnard invited Dr. Greg Mosier, President, to present the Phi Theta Kappa Honor Society – Chapter Advisor 25 Years of Service – Dr. Stacy Tucker, Director of Honors Education/Phi Theta Kappa/Undergraduate Research and Service-Learning. Dr. Mosier presented the following –
 - Dr. Tucker was familiar with being recognized for all her hard work with KCKCC students year after year in Phi Theta Kappa, the local Mu Delta Chapter and other

student organizations across the college. Dr. Mosier presented a pin for 25 years of service to Dr. Tucker.

- Chair Isnard invited Ms. Kris Green, Vice President of Marketing and Institutional Image, to present the Marketing Plan Annual Update. Ms. Green presented the following –
 - The marketing plan was created a year ago in conjunction with the marketing advisory committee, the student enrollment management committee and others. Ms. Green presented slides on the following goals:
 - Goal 1 - Funnel Growth: Increasing inquiries by 10%, increasing applications by 6% and generate enrollment revenue at least equal to the cost of digital advertising - all of those goals were achieved. Inquiries increased 36.2% and admitted students increased 31.4% with a 24.9% increase in first-time student credit hours and a 3.9% increase in first-time student head count. Marketing Return on Investment (ROI) Equal to Spend showed a 452% ROI for Fall 2024 with an estimated \$630,000 in revenue which exceeded the goal of breaking even; the Archer partnership investment saw a 242% return contributing \$165,000 in revenue; digital advertising-related enrollment impacted students who enrolled in 32% of the College's credit hours, this is never a direct correlation because students choose KCKCC for many reasons but it was an effective sign of the work being done.
 - Goal 2 – Website: Increase unique visitors to the site by 10%. The outcome was 7.6% in all visitors and 8.7% in new users. This research was one of the reasons a redesign campaign was launched to make the site more user friendly and a modern experience for mobile device access. Increasing Admission Page Interaction – the enrollment checklist page increased 14.2%, the landing page for recent graduates increased 748% and 3,391 of the Onward students came to the site via advertisements or organic searches.
 - Goal 3 – Community Perceptions: Increase perceptions of KCKCC as a community partner by 2% over the next six years. The baseline brand survey would be done by the end of the next academic year. Word of mouth has shown KCKCC's reputation was improving based on how many people attended the Centennial events and how many ways the College was reaching out to the community.
 - Goal 4 – Program Marketing: Marketing was creating a toolkit for academic programs, including program videos, the website, program brochures and digital advertising campaigns.
 - Goal 5 – Processes: Enhance the College's brand through consistency, a unified brand standard, approval of all logo materials and a purchasing process to ensure branded materials are correct when purchased and that promotional items are cost effective.
 - Marketing made much progress this year and would continue to move forward.

Vice Chair Criswell commented she was pleased to see the strategic approach, the marketing efforts to show the goodness happening inside the College to attract students.

Chair Isnard questioned if there was informational data for the ROI on the KCKCC billboards. Ms.

Green explained the effectiveness of billboards, brand advertising like at the Kansas City Monarchs and community sponsorships are measured through a brand and community research strategy which has not been done. Those marketing efforts are foundational - if KCKCC was not present there and others were, there would be a lack. KCKCC's marketing was based on 30% brand marketing and 70% enrollment marketing.

Trustee Ash mentioned he noticed a pop-up ad for Johnson County Community College on the Piper High School website recently and it was noticeable that KCKCC was not advertised. Ms. Green explained that KCKCC would have a Google pop-up ad there sometimes and the College has a sponsorship with every high school in the region related to athletics or yearbooks.

Dr. Mosier added KCKCC would be a sponsor for Piper High School's upcoming Foundation event and at the Kansas City Monarchs baseball field indicating that sometimes the College must pay to stay visible along with Ms. Green's targeted approach.

- Chair Isnard invited Dr. Stephen Nettles, Director of Institutional Effectiveness, to present the Office of Institutional Effectiveness Annual Update. Dr. Nettles presented the following –
 - The Office of Institutional Effectiveness (OIE) team included Mr. Chris Day, Research and Data Analyst, who has served at KCKCC for 18 years, and Mr. Hector Facio, Research and Data Analyst, who had been with the College for several years. This team reports to Dr. Scott Balog, Executive Vice President.
 - The OIE Areas of Emphasis are: Internal Reporting; State, Federal and External Reporting; Ad Hoc Requests and Project Support; Data Governance; Stakeholder Insights and Survey Analysis; Data Mining and Visualization; and Strategic Plan Management, Monitoring and Reporting.
 - The Current State of areas: Internal reporting included daily enrollment reporting of the number of students and population to performance issues within the institution regarding goals of academic and operational initiatives. External reporting involved reporting to local, state and federal institutions and organizations such as the Kansas Board of Regents and the United States Department of Education. Ad hoc projects encompassed the day-to-day requests for information. KCKCC had a healthy culture of inquiry and OIE served a growing number of questions and needs for data and insights giving good information to the institution to make good decisions and serve the College's students. Data governance was the monitoring of data collection and was the how, what and why of data. OIE ensured the use of appropriate data to answer questions serving as consultants for the institution, helping individuals frame questions for academic and operational needs, making sure the data is correct for the purpose and the information is understandable and usable. Stakeholder insights and survey analysis is bringing in all the information from students, employees and stakeholders in the community to add to quantitative work to give a richer picture to be able to make better decisions. Strategic plan management reporting – OIE supported this effort

- by working with all of the units, looking at goals and initiatives of the College and monitoring the progress to ensure the goals are completed.
- Improvement Initiatives in areas: Internal reporting - expanding types of reports, giving more information and insight. External reporting - expanding the ability to compare data by working with organizations outside the College and government that bring together similar information for comparison with peers in Kansas and beyond. Data governance - in transition to new data platforms to help answer more complex questions more efficiently and to give real-time insights. Surveys - migrated over 80% of the institutional surveys into one system being housed and managed by OIE and building an infrastructure before the new data systems come online to populate data visuals and have recurring analyses ready. Strategic planning - assisting with assessing and selecting a new strategic planning software to help better track progress, to get more information and not have to wait for an update once or twice a year. OIE has been moving forward diligently.

The Board thanked Dr. Nettles for the presentation.

7. Communications:

- Chair Isnard invited Dr. Greg Mosier, President, to present the Introduction of Dr. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management. Dr. Mosier presented the following –
 - Through The Registry, Dr. Tom Corti was selected to serve as the Interim Vice President of Student Affairs and Enrollment Management. Dr. Corti has over 20 years' experience serving as a Vice President and Vice Chancellor position at institutions across the country. Dr. Corti has found things the College was doing well and gaps in the College processes.
 - Dr. Corti shared it was his third week at KCKCC and has had the opportunity to work with great individuals. He would be reviewing what could be done better, processes, delay points and different technology. Dr. Corti gave thanks for the opportunity to be part of the community.

Dr. Corti was welcomed by the Board.

- #### **8. Board Committee Reports:**
- Chair Isnard invited the Board Committees to report.
- On behalf of the Board Finance Committee (BFC), Vice Chair Criswell, Chair of the BFC, reported the BFC met on September 10. The College continued to manage its financial resources very effectively. During the meeting, the BFC received updates on the financials, the downtown location, the gymnasium floor and insurance premiums.
 - The BFC discussed the number of and types of high-quality financial management reports the College had: monthly financial summary, budget versus actuals, statement of revenue and expenses, bank balances, cash flow analysis, debt summary and a predictive model that shows the significant annual cash flows. Each report gave more specificity to the story. Vice Chair Criswell researched and compared financial reports

of other community colleges in the region. The quality, specificity and precision of KCKCC's reporting was not found elsewhere but Vice Chair Criswell would continue the research.

- Vice Chair Criswell gave kudos to Dr. Schulte, Vice President of Finance and Operations, the finance team and Dr. Greg Mosier, President.

Trustee Ash echoed Vice Chair Criswell's comments as he has compared reporting with other institutions through Kansas Association of Community Colleges (KACC) over the years. KCKCC has developed and refined the reporting and was confidently on target with the Trustees' duties and responsibilities of what to review and track each year.

Vice Chair Criswell added that if citizens or groups had financial questions, the College had the tools to give the answer quickly and articulately. Trustee Ash agreed and expressed his pleasure of the reporting.

Chair Isnard agreed from a K-12 perspective and having served on the Board Finance Committee, that he was impressed with the level of reporting and the dashboards. He gave appreciation for all the work of the finance team. Dr. Mosier gave kudos to the finance team and business office for continuing to produce high-quality work.

Trustee Hoskins Sutton remembered that Vice Chair Criswell was responsible for some of the reporting expansion for transparency when Vice Chair Criswell first joined the Board Finance Committee. Trustee Hoskins Sutton gave kudos.

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

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, reported there were three policies to consider for approval later in the meeting. Trustee Hoskins Sutton explained when the BPC brings a policy to the full board, the BPC suggests approval and needs a vote from each Trustee for it to become a policy.

Chair Isnard called for a motion to accept the report. Trustee Gilstrap made the motion. Trustee Scruggs Andrieu seconded the motion. **The Motion Carried.**

- On behalf of the Board Community Engagement Committee (BCEC), Trustee Ricketts, Chair of the BCEC, reported the BCEC met on September 10 for the initial meeting with Trustee Ricketts as Chair and the group would determine a regular meeting schedule. Thanked Ms. Kris Green, Vice President of Marketing and Institutional Image, for her work and supplying background information.
- The BCEC discussed the Board Community Engagement Committee overview, the goals and previous work that was done. A big focus was to make sure all Trustees would be on the same page and saying the same thing as a Board. Ms. Green and her team

would provide documentation for the Board for community discussions. This would ensure all Trustees have the same language to be a unified front and are able to share facts and data and not as much of personal opinions.

- The BCEC would be reviewing the initial goals that were approved last November to see if any adjustments were needed. Trustee Ricketts likes data, numbers and items that can be tracked and measured. The next agenda item would be to determine what the BCEC would do, how to do it and the commitment from each Board Member, faculty and staff.

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

- As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported the ACCT Leadership Congress would be the week of October 21 and some Trustees would be attending. Trustee Ash had not received his ACCT committee materials yet. Trustee Hoskins Sutton did not have information to add to the report.
- Chair Isnard mentioned he received a letter from ACCT to confirm the voting delegate and confirmed it would remain Trustee Ash as the designated delegate.
- As the Kansas Association of Community Colleges (KACC) Delegate, Trustee Ash reported the group was trying to monitor what the Kansas Board of Regents (KBOR) and the Technical Education Authority (TEA) were doing. Trustee Ash had shared a discouraging email with the Trustees from Heather Morgan, Executive Director of KACC, relaying that Senate Bill 155 (SB155) was out of money; that would be monitored and a plan was trying to be determined.
- Dr. Mosier added the report showed that KCKCC had an increase in dollars and that the headcount and enrollment for the institution and for SB155 eligible courses were increased. The push for full funding with the legislature would continue - community colleges receive an extra \$12 million to \$14 million, but the universities receive \$100 million.
- Dr. Mosier continued to explain the Kansas Promise Scholarship was funding for an approved list of technical education programs. It's a state scholarship and in return the state asks for two years of employment in Kansas. KCKCC was working with Panasonic in wanting 200 students to participate through KCKCC's semester-long certificate program with Panasonic picking up the last dollar. To make sure the students are eligible for Pell, the program was created as 16 credit hours. If students were not eligible for Pell, they could be eligible for the Kansas Promise Scholarship saving Panasonic money as they financially contribute in other ways. The SB155 and the Kansas Promise Scholarship would be monitored.
- Dr. Mosier continued that there was discussion of moving some funding sources to the Department of Commerce but the preference was to keep it at KBOR.
- Trustee Ash reminded all that Senate Bill 155 was always on the legislative agenda to

be fully funded, to fully fund the formula and the Kansas Promise Scholarship and when Trustees visit Washington, DC the discussion was to fully fund the Pell grant and find a way to expand it. Every Trustee in the nation needs to know these points when speaking with legislators.

- Trustee Ash recently spoke with Senator Marshall at an event and he knew Trustee Ash was connected to the College. Senator Marshall has helped KCKCC in endeavors and has been a federal supporter of community colleges along with Senator Moran and House Representatives Sharice Davids and Jake LaTurner. Trustees must continue the funding discussions and thank the legislative delegation for their ongoing support.
- Chair Isnard appreciated Trustee Ash's continued advocacy and Heather Morgan's tireless work. Chair Isnard was happy that the College's enrollment increase in those programs did not affect the funding as much as some of the other colleges.

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

9. **Consent Agenda:** Chair Isnard called for a motion to approve the Consent Agenda. Trustee Hoskins Sutton made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

10. **Student Senate Report:** Chair Isnard called for the Student Senate report. Mr. Joseph Sanchez, Student Senate President, presented the following –

- Student Senate was working on promoting the student engagement platform, BlueConnect. Student Senate would support student organizations and advisors in the transition onto the platform. The Student Senate schedule would be posted on the platform.
- Student Senate was working on promoting civic engagement and would be participating in voter registration drives in partnership with Student Engagement.
- The Welcome Back Bash had a great turnout of over 600 attendees.
- The DotteStock event had a great turnout with 80 people in attendance and performances by local artists and two KCKCC students.

Chair Isnard thanked Mr. Sanchez for serving on Student Senate as it's an important role. The Board looked forward to continued reports throughout the year.

- The Student Senate members introduced themselves: Mr. Dominic Kraly, Student Senate Treasurer; Ms. Whitney Aseyo, Senator; and Mr. Lucas Jones, Student Senate Parliamentarian.

Trustee Ash mentioned the Board Community Engagement Committee would be interested in Student Senate's initiatives and engagements with outside groups and asked Mr. Sanchez to share information and data about the nature of their interactions. Trustee Ricketts echoed the thought and offered the Board Community Engagement Committee's support.

Chair Isnard called for a motion to accept the report. Trustee Gilstrap made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

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

- Dr. Mosier and Mr. Joseph Sanchez, Student Senate President, will have monthly president meetings. Mr. Sanchez had great ideas and projects to move forward.
- Introduced guests Ms. Suzanne Hayes and Ms. Lauren Starr from Franklin Covey. This week they would implement the two-day training for “The 4 Disciplines of Execution” (4DX). Ms. Hayes had been training clients worldwide for 30 years and has a tremendous amount of experience. Ms. Starr had been working in this field for a dozen years with experience at the community college sector with Ivy Tech - the largest community college system in the country with over 20 different locations and 175,000 students. The 4DX sessions would be for the College's 60 supervisors to provide training on a quarterly basis and to identify the institutional wildly important goal (WIG) and two sub-WIGs at the institutional level. Moving 4DX forward would be fantastic for the institution.
- KCKCC began a realignment of some academic programs and departments last week. One division was dissolved and those programs and departments were moved to other divisions. The Vice President of Academic Affairs had been reviewing this for quite a while as this would benefit the students and align the programs more into program clusters that have more synergy with each other and could collaborate at a closer level being in the same division. There would be many updates to handle with the catalog, website, and Registrar's Office.
- The University of Kansas Hospital System General Education Degree (GED) graduation ceremony would be on Thursday for six graduates in this incredible program.
- For partnerships and funding, KCKCC would have a curriculum and partnership meeting on Friday with Panasonic team members to plan for the first two cohorts of 40 students that would begin in January.
- The New Markets Tax Credits for downtown has a targeted closing date of October 9.
- Next week Dr. Mosier would be interviewed for “The Hechinger Report,” which is connected with “The Washington Post” and “USA Today,” about Panasonic, Career and Technical Education and apprenticeships. This would provide more national coverage for KCKCC.
- Downtown Update –
 - Merchant McIntyre Associates was speaking with Representative LaTurner's office about the decision to not move forward with the \$2.92 million brick-and-mortar funding from the United States Department of Housing and Urban Development (HUD), but to keep the same project scope and change that to furniture, fixtures, and equipment (FF&E) for equipment in identified classrooms.
 - Dr. Mosier and Ms. Mary Spangler, Executive Director of KCKCC Foundation, met with a potential donor of about \$2.42 million for the naming rights of the technical education wing. The application would be submitted in January.

- Swope Health received \$4.5 million in the Kansas state line-item appropriation.
- The total donations, grants, etcetera, plus KCKCC's \$13 million institutional investment, not counting the \$2.42 million new partner, was very close to \$70 million raised in the last six years surpassing the original goal and would continue to move forward.
- Downtown progress started again with the reshoring of State Avenue and preparations to backfill for the excavation. One 700-gallon vertical fuel tank was identified and as that was being removed three additional tanks were found. Additional testing would be done on one tank that has residue in it that may be slightly different than the others. There was no worry about the first three tanks and it would be determined by next week if the fourth tank needed special remediation and removal. The amount of work being done was slowed, but the project was still moving ahead.
 - Administration had a redline draft of the faculty master contract and it would be shared with the Board soon. The faculty would be taking a vote on the contract.
 - Working with USD453 and KCKCC's real estate agent, there was hope to close on the Pioneer Career Center facility and property this month.
 - The Parade of Hearts - KCKCC won the butterfly heart that was on campus, the hands heart would be moved in front of the Jewell building entrance and the Kansas City jazz heart donated by Bukaty Companies would be placed where the hands heart was located. Facility Services did a great job installing elevated pedestals for the hearts. KCKCC would continue to be a draw on the art tour through Kansas City.

Trustee Hoskins Sutton questioned the closure of State Avenue regarding the tanks, if there had been feedback, if people were upset because that part of State Avenue was closed and how long it would be closed. Dr. Mosier answered no that was more of a temporary closing, State Avenue would be opened, the fence line would be where the sidewalk ends on the south side of that area. Dr. Mosier continue that the city had also closed it for some other repair work they were doing which would benefit the downtown project but was not part of the project. Dr. Mosier added there was also a closing on Nebraska Avenue where the city was doing some work but this was not caused by the College.

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

- 12. Executive Vice President's Report:** Chair Isnard called for the Executive Vice President's report. Dr. Scott Balog highlighted the following –
- The Interim Vice President of Student Affairs and Enrollment Management, Dr. Tom Corti, was onboarded on September 3.
 - Dr. Balog, Dr. Patrick Schulte, Vice President of Finance and Operations, and a hiring committee advanced the search for the Chief Information Officer (CIO). The initial round of interviews concluded yesterday; finalists would be hosted on campus next week with a goal to identify the new CIO by October 1.

- With Merchant McIntyre Associates, KCKCC hosted a grant strategy workshop with college executives and administration representing all program and service areas to discuss their needs and to begin prioritizing grant-funded initiatives. Merchant McIntyre would develop a series of recommendations for consideration.
- This week, the College would host supervisor training for “The 4 Disciplines of Execution” (4DX) as the institution would install a new operating system.
- Met with several key partners in industry, education and economic development including Garmin, Lansing High School, the University of Kansas’s WeThryve leadership program, Enterprise KC, KC Digital Drive, the Economic Development Administration and the U.S. Department of Commerce.
- KCKCC supported BioNexus KC in hosting representatives from the Economic Development Administration (EDA) last week. The visit stemmed from the regional tech hubs proposal that was submitted last fall. KCKCC was the only higher education institution represented from the KC metro. With KC Digital Drive, KCKCC was one of the only higher education institutions invited to contribute to this metro wide initiative supporting digital equity initiatives, hosting much of that activity in the downtown center.
- Dr. Balog attended the KC Rising Steering committee and would continue serving as a co-chair for the Workforce Action Team.
- Dr. Balog commended Ms. Kris Green, Vice President of Marketing and Institutional Image, on her work with the marketing plan and innovation – working with partners, changing the request for information (RFI) process, changing the nurture process from application and moving through to enrollment. He explained there were tremendous exposure opportunities in Kansas City, Kansas in working with the Kansas City Monarchs organization. The organization was eager to work with KCKCC, work with students, host students as interns and volunteers. That relationship was being nurtured thanks to the innovation in marketing.

Trustee Ricketts was proud of the phenomenal work and team effort at KCKCC and looked forward to the 4DX work.

Chair Isnard commented it felt good to be able to say that KCKCC was leading regionally, nationally and on every level.

Dr. Mosier added that a magazine contacted the College for an 8-page story on what KCKCC was doing with Panasonic, Marvin Windows, the Department of Commerce and Orange EV.

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

13. Vice President Academic Affairs Report: Chair Isnard called for the Vice President Academic Affairs report. Mr. Jerry Pope highlighted the following –

- The Center for Teaching Excellence was rebranded to the Blue Devil Institute for

Teaching and Learning due to the Career and Technical Education also being called CTE. The Blue Devil Institute for Teaching and Learning was heavily involved in the professional development sessions during Welcome Week and they hosted an adjunct professional development day before classes started. Individuals had an opportunity to tour the newly created remote teaching studio and lightboard studio where faculty are able to create recordings of their lectures for online or HyFlex modalities.

- The music department continued to present all over the country. Mr. John Stafford, Professor of Music, was a guest conductor at the University of Southern Mississippi. Dr. Justin Binek, Associate Professor of Music, published the textbook, “Experiencing Jazz” as the co-author and published some of the supplementary materials. As it was published by Routledge Books, it may be adopted by colleges, universities and schools across the country. Other KCKCC professors publish also, such as Dr. Ian Corbett, Professor and Audio Engineering Coordinator.
- English for Speakers of Other Languages (ESOL) worked with the KCKCC Foundation to apply for \$4,000 of scholarship money from the Mexican Consulate and Foundation matched that amount for a total of \$8,000 for students in the ESOL program. Gave congratulations to the faculty for working to get the funds for the students.
- The cosmetology department received a donation of equipment from Johnson County Community College since they closed their cosmetology program.
- Mr. Pope had received a question about the Mortuary Science passing scores. He explained that in the minutes the first-time pass rate of 90% was listed, but the College also reported the average of the students which last time was 80.3% so at this time, it was being reported as 78.9%. There were two numbers and the first-time pass rates were on a rolling basis updated on a quarter so the numbers would flex through time. The minimum to be met was 60% of students must pass the first time. The updated numbers would not be as high this time and those numbers would come out the end of the next quarter.
- KCKCC received a grant from the National Science Foundation (NSF) along with other grants and more students received the \$7,500 S-STEM scholarship. The College was using the grant funds for buying infrastructure and awarding scholarship funds to students.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Trustee Scruggs Andrieu seconded the motion. **The Motion Carried.**

14. Vice President Student Affairs and Enrollment Management Report: Chair Isnard called for the Vice President Student Affairs and Enrollment Management report. Dr. Tom Corti, Interim Vice President of Student Affairs and Enrollment Management, highlighted the following –

- Thanked Dr. Scott Balog, Executive Vice President, for the onboarding process, his guidance and for this report since Dr. Corti had only been at KCKCC a short time.
- A new student-athlete leadership team was established that would work with the student-athletes, their teams, coaches and the administration and would provide an

- opportunity for students to be more involved in the College.
- Enrollment updates would include a snapshot of day-to-day comparisons of applications and enrollment numbers.
- The new Director of Student Engagement, Sarah Bowman, joined the team from the University of Kansas where she was the Director of Student Involvement and Leadership Center. She has done a great job working with the student groups and student leadership.
- Indicative of what was happening nationally with student mental health services and counseling, the number of students needing those services has increased. With KCKCC's counseling services, the College would be able to better serve students. Accommodations for disability services has also increased.
- Student Affairs would host a large health fair on October 9 from 9:00 a.m. to 2:00 p.m. for the first time in about eight years.
- The Athletics Hall of Fame would be held on November 9.
- The student-athletes do not have a home court this year because of the field house floor situation. All were invited to attend some games off-campus.
- Dr. Corti reiterated the Kansas Promise Scholarship was running out of money and needed support.
- For high school students that are taking KCKCC classes, the College should visit the high schools to issue KCKCC student identification (ID) cards versus students needing to come to the campus to receive an ID card as that would be prestigious for students.

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

15. Vice President Finance and Operations Report: Chair Isnard called for the Vice President Finance and Operations report. Dr. Patrick Schulte highlighted the following –

- Dr. Schulte echoed Vice Chair Criswell's appreciative remarks about KCKCC's financial reports. Having that organized information available helped attract him to the College as it could for others.
- The FY25 budget that was approved last month has been filed with the county clerk.
- The New Markets Tax Credit and the approval of the QALICB, Incorporation that the Board approved last meeting was moving forward with a goal closing date of October 9. The Board would need to review and approve a resolution in relation to the leveraged loan. Dr. Mosier interjected that a virtual special meeting could be held with the documents being sent in advance for the Board to review.
- The auditors have completed their on-campus work and their off-site review would continue through September 20 with the hope of presenting the annual financial audit at the next Board meeting. The audit has been going smoothly.
- Dr. Schulte hired an executive administrative assistant, Ms. Karen Callahan, which was great addition to his division.
- Human Resources was working on the College's healthcare recommendations for 2025 and those would be available at the October Board meeting.

- An action plan was being created by the Center of Equity, Inclusion and Multicultural Engagement in response to HB2105 to support the college climate and demonstrate a commitment to civil rights, social justice, and equity and inclusion.
- Annual compliance training was launched on August 13 and all employees are required to complete all five modules by October 31.
- The Information Services infrastructure and certificate portion of the wireless project and locales are completed. The next phase of securing the wired network with the same certificate-based protection is on schedule for completion.
- The Chief Information Officer (CIO) interviews were coming to a close at the end of next week. Dr. Schulte gave appreciation to Mr. Peter Gabriel, Chief Information Officer, for his assistance in the process.
- Facility Services conducted fire and life safety inspections for the Flint and Jewell building with no violations noted. Roof repairs at Centennial Hall and the new athletic weight room were completed without incident. The weight room project was currently at 95% completion with the hope to be finished in the next couple of weeks. The gymnasium floor piece has been extended after an assessment of the work and the weight of brackets for the baskets that would cause additional constraint on the new flooring. Modifications were made to include a 20-year gymnasium floor within the confines of the approved budget.
- College Police conducted the Civil Response to Active Shooter Events (CRASE) trainings at Welcome Week for individuals and Chief of Police Robert Putzke did a great job of helping educate employees. Officer attraction and retention continued to be an area of heavy focus as we continue to see pressure from external groups in various areas of officers coming to KCKCC, get experience then leave. The College was looking how to balance that and make sure to meet the needs on campus.

Trustee Hoskins Sutton questioned the financial reports for the actual of August 31, 2024 and the actual of August 31, 2023 missing a comparison for the tuition, student fees, course fees, bookstore and housing. Dr. Schulte explained that based on the information that was provided previous year, it was aggregate and the department disaggregated it this year to break it out into two columns for tuition, student fees and course fees for the current fiscal year. That could be done for the previous fiscal year as well. Dr. Mosier added the decision was made for transparency and more detail instead of reporting that as one number aggregated it included the breakdowns in this year's report.

Trustee Ash questioned if the mercury abatement of the gymnasium floor was completed. Dr. Schulte confirmed it was and the next phase would get the floor back to a 20-year floor instead of having to replace the entire floor again in about five years. Dr. Schulte confirmed the athletic teams would not be able to use the gymnasium this entire season as the project completion would be around 110 days. The Director of Athletics was finalizing game locations and that would be included on the athletic calendar.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Trustee

Ash seconded the motion. The Motion Carried.

16. **Vice President Educational Innovation and Global Programming Report:** Chair Isnard called for the Vice President Educational Innovation and Global Programming report. Dr. Fabiola Riobé's report was given via a recorded video and highlighted the following –

- The Adult and Continuing Education program saw soaring enrollment with over 394 students enrolled across all programs; the English Language Acquisition (ELA) programs had 216 students and the General Education Degree (GED) programs increased with 83 students engaged from programs at Pioneer Career Center (PCC) and the University of Kansas Health System. The motorcycle training classes, drivers' education and online courses had 75 students.
- High School Partnerships - Kudos to Mr. Julius Brownlee, Assistant Director of High School Partnerships, who partnered with the University of Missouri-Kansas City (UMKC) at a professional career accelerator luncheon. This networking event focused on first-generation college students providing career insights in education, healthcare, engineering and business. The High School Partnerships team hosted its first open house attended by families that received key information on technical education programs and all the opportunities that KCKC offers. Enrollment increased by 7% compared to Fall 2023.
- International Scholar Services and Global Programming had a 46% increase in active F1 student visa holders. Forty-three students visited the international office for advising. Dr. Candice Scott, Assistant Director of International and Immigrant Student Services, and team offered new initiatives in support of International Scholar Services. One initiative was the new International Student Orientation where 23 students attended. Speakers included Dr. Mosier, KCKCC Police, Lewer Mark Insurance and a campus tour. There was also a specialized orientation for international student-athletes.
- Online Education Services has a remote teaching live studio. The team was focused on providing additional resources to help enhance the online teaching experience and to support our faculty with the transition to the new Blackboard Ultra with ongoing trainings and workshops to help onboard faculty and support staff.
- Workforce Innovation ramped up on the customized training. The 16-year partnership with the Kansas Board of Public Utilities continued with classroom instruction being provided to 9 linemen. The 10th cohort of industrial maintenance was launched with seven students. The Automation Engineering Technology (AET) Federation for Advanced Manufacturing Education (FAME) associate degree program reached maximum enrollment with 22 students in three years and the graduates were securing positions with companies like Amsted Rail, Kellanova and Panasonic.
- The first annual community-wide Kickball Tournament would be held on October 12. This tournament would help raise funds for the International Immigrant Student Services Department to help support initiatives such as study abroad.
- Dr. Mosier added that Dr. Riobé was selected to attend and present at an all costs paid international leadership conference which is why she was not present.

Chair Isnard called for a motion to accept the report. Trustee Ash made the motion. Trustee Ricketts seconded the motion. The Motion Carried.

17. **Vice President Marketing and Institutional Image Report:** Chair Isnard called for the Vice President Marketing and Institutional Image report. Ms. Kris Green highlighted the following

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- Played the creative advertisements that reflect the digital advertising metrics. Each advertisement cycles through three moving slides. A video goes with the campaign that was specifically targeted toward male students of diverse backgrounds coming directly from high school. This was an out-of-the-box concept that focused on gaming and attracting that male student. This deviated from the KCKCC brand to try to engage a lagging audience.
- The marketing team has achieved much success and were working hard to deliver the Board live stream, many on-campus events, photography, writing copy or website design. Kudos to the marketing team.
- Ms. Green supported the Community Engagement Committee's September meeting.
- Ms. Green presented at the Kansas Association of Community Colleges quarterly meeting in August, discussing the way brand standards are used and KCKCC's advertising.
- Marketing filmed a Federation for Advanced Manufacturing Education (FAME) student and instructor at INX International Ink Co. which is footage we have not been able to get before and that we will be incorporating into our promotional videos for Automation Engineering Technology.
- Wayfinding TVs were installed in the halls and marketing was in the process of installing the lower-level TVs that would include about 40 TV wayfinding stations at this location. The last phase would be at the technical education center (TEC) and PCC.
- Marketing was working with Yoodle, an outside contractor, to redesign the website. The content plan was identified, which is the navigational structure - the backbone of a redesign - and they were designing the operation through frames.
- Many positive images and graphics were created by marketing with a move towards horizontal flyers as those fit better on the wayfinding TVs.
- The athletics coordinator for sports information has done a good job of engaging social media.
- In October, marketing team members would attend a national marketing and public relations conference for community colleges, with two team members presenting and the team receiving six awards. The level of award was unknown at this time.
- Thanked the partner vendors Onward and Archer as items have moved forward this year through that process.

Chair Isnard gave kudos for the new, fresh video game themed video as it would get attention. Ms. Green explained two gamers in the marketing department were designers and created that concept.

Trustee Hoskins Sutton questioned the analytics number of 127,451 for the August 20, 2024 Board of Trustee meeting Vimeo livestream. Mr. Randy Royer, Director of Media Services, explained that was the number of seconds people watched the livestream.

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

18. **Unfinished Business:** Chair Isnard announced there was no Unfinished Business scheduled.

19. **New Business:**

- Chair Isnard presented the Board of Trustees Handbook FY2025.
 - Chair Isnard explained an electronic copy was shared with the Board, a paper copy was provided to the Board and the handbook was discussed at length during the August 17 Board Retreat where Trustees had an opportunity to give feedback and a number of changes were shown that administration recommended on typos or wording changes that would be clearer and more intentional.
 - Trustee Hoskins Sutton stated the handbook was not in the meeting packet and she could not open the document today for review. Some Trustees may not know what changes to the handbook may have been suggested and she did not know if her suggestion was included. Trustee Hoskins Sutton explained when she first joined the Board in January 2018, it was not an option to not serve on a committee. She stated she would not be on the Board forever and she would like to speak up for items she felt were not right and that some items should be included in the Board handbook to ensure where the Board is and where the Board was headed.
 - Trustee Hoskins Sutton read her suggested addition to the Board handbook: *So that the Board can fully function and carry out its duties, all members except the Board Chair are required to serve on a minimum of two Board committees. The Chair will serve on one committee because he/she has weekly meetings with the college president.*
 - Trustee Hoskins Sutton brought this to the Board's attention because if it was unknown it was included in the handbook then the handbook was approved, Trustees would feel blindsided when held accountable. Trustee Hoskins Sutton proposed the Board be given time to read the handbook as she briefly tried to find her suggested statement and did not see it, and maybe other suggestions were made that the Board was unaware of.
 - Chair Isnard expressed appreciation for Trustee Hoskins Sutton's comments and reiterated a robust discussion was held during the retreat. Chair Isnard was asked as the handbook was being finalized a couple of weeks ago if the recommended sentence was to be included and he recommended to not include it as there was not majority Board support. Chair Isnard recommended to hold off for now but that did not mean it would never be included.
 - Trustee Hoskins Sutton wanted to be on record stating: if Board members could

come onto the Board and have the option not to serve on two committees where is the Board going in the future? In 2025, three Trustees will be up for reelection for a four-year term and one Trustee will be up for reelection to finish out a two-year term. If all those Trustees leave and 2026 Trustees only served on one committee or none at all committees would not be filled. Trustee Hoskins Sutton stated it was her duty to say something whether it went anywhere or not. Trustee Hoskins Sutton would like to review the handbook before the vote.

- For clarification purposes, Dr. Mosier added that this document had been shared online, each Board Member had a link to this document to review for several weeks since the Board Retreat and the agenda action item was voted down by the Board at the Board Retreat.
- Trustee Hoskins Sutton did not think there was a vote but a discussion. The handbook link was for the Board to make suggestions and Trustee Hoskins Sutton entered a suggestion. Trustees may not have gone back to review the document for added suggestions. For a document as important as this, the Board needed to make sure that all were on the same page. Trustee Hoskins Sutton thought in 2021, the handbook was not approved until October, so if additional time was needed for review that would be at the Board's pleasure.
- Chair Isnard agreed this was at the Board's pleasure, it could be tabled for the next meeting and opened the floor to other Trustees' thoughts to move the item forward as it was or if there was interest in waiting and giving more feedback.
- Vice Chair Criswell wanted to move the item forward. She commended Trustee Hoskins Sutton on sharing her thoughts on the matter. As new Board Members come aboard, they will be representatives of the county citizens and it would be that Board's decision rather than this Board trying to make a decision on their behalf.
- Trustee Ash thought there was good discussion at the retreat and did not disagree with Trustee Hoskins Sutton's point. However, his understanding was there was not support for including the message that Trustees serve on a minimum number of committees. Trustee Ash was prepared to move forward with the handbook as it was finalized during the Board retreat.
- Chair Isnard had the same understanding and thought the consensus was to encourage participation on as many committees as possible but there were also possible options of consolidating committees or not having three members on every committee. Chair Isnard supported moving the handbook forward.
- Trustee Hoskins Sutton stated she contacted Chair Isnard with her suggestion but the handbook was not finalized at that time. Chair Isnard stated there was not majority support for the suggestion to be added to the handbook.
- Trustee Hoskins Sutton questioned what had been changed in the handbook. Dr. Mosier verified the only items that were changed were at the direction by the Board of Trustees as a whole during the retreat. No other edits were made unless they were grammatical in content, or if it was a calendar change. The administration did not make any substantive content changes to the document.

- Trustee Hoskins Sutton did not think there had been any major additions like she proposed, wanted to have an open discussion and assumed it may get voted down.
- Trustee Ricketts could not attend the retreat and wanted to clarify that the questions on the table were the adjustments that were made real-time and the suggestion regarding committee requirements. Chair Isnard answered there was a redline version of the handbook that was reviewed during the retreat and it was available through SharePoint that showed the mostly grammatical changes or date changes that were made. No truly substantive changes were made to the handbook during the retreat.
- Trustee Ricketts had reviewed the handbook with nothing standing out. She agreed with Trustee Hoskins Sutton about having a requirement for committee members as it could become a challenge without a requirement.
- Trustee Hoskins Sutton wanted the record to show that she spoke up to set a precedent for committees to follow.

Trustee Gilstrap motioned to approve the Board of Trustees Handbook FY2025. Vice Chair Criswell seconded the motion. Trustee Hoskins Sutton opposed. **The Motion Carried.**

- Chair Isnard presented the Board of Trustees Goals FY2025.
 - The Board of Trustee goals were discussed during the Board Retreat on August 17. The Board had no further discussion.

Chair Isnard called for a motion to approve the Board of Trustees Goals FY2025. Vice Chair Criswell made the motion. Trustee Gilstrap seconded the motion. **The Motion Carried.**

- Chair Isnard invited Trustee Linda Hoskins Sutton, Chair of the Board Policy Committee, to present the College Policies. Trustee Hoskins Sutton presented the following –
 - The policy of Student Disability Accommodations (Policy 3.15) was partially regarding Section 504 of the Rehabilitation Act of 1973, as amended in 2008. The Student Disability Accommodation procedures were attached. The Board does vote on the procedures but reviews the procedures. There were no questions or concerns with this policy.
 - The policy of Prohibited Weapons (Policy 4.19) was noted by Mr. Greg Goheen, College Attorney, as having a typo error in the statute. The correct statute should be listed as K.S.A. 21-6301 and K.S.A. 75-7c01. Trustee Hoskins Sutton and Mr. Goheen recommended to make sure the statute was correct in all instances in the policy. The two cited statutes would be corrected before the policies were published. Mr. Goheen advised to make the motion of approval with the statutory corrections.
 - The policy of Separation From Employment (Policy 5.58) was the final policy for approval. There were no questions or concerns with this policy.
 - Trustee Hoskins Sutton commented setting policy was the main item of business by the Board. The Board needed to have solid, correct policies that the Board agreed with before being voted on. The Board would vote on all three policies at once and

- o would have a motion to approve the policies with the typo corrections.
- o For the Separation From Employment policy, Chair Isnard confirmed that Trustee Hoskins Sutton’s concerns about the Kansas Public Employees Retirement System (KPERS) terminology were addressed to her satisfaction.

Chair Isnard called for a motion to approve the three College Policies including the amendments to the Prohibited Weapons Policy, to include the corrections to the statutes cited. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

Trustee Hoskins Sutton thanked Ms. Lorraine Mixon-Page, Chief Human Resources Officer, and Trustee Ricketts for their work on the Board Policy Committee.

20. Adjournment:

- The Board confirmed the next meeting would be on Tuesday, October 15, 2024, at 8:00 a.m. at the Pioneer Career Center and would not conflict with the upcoming ACCT Leadership Congress trip.
- Dr. Mosier proposed a virtual special meeting date and time of September 24 at 4:30 p.m. to review and discuss the document(s) necessary to fulfill the financing obligations to close out the New Markets Tax Credits with a targeted closing date of October 9.

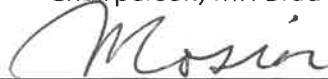
Trustee Ricketts motioned to adjourn the meeting. Vice Chair Criswell seconded the motion. **The Motion Carried.**

The meeting adjourned at 7:14 p.m.

ATTEST:



Chairperson, Mr. Brad Isnard



Secretary, Dr. Greg Mosier