



**Mission Statement:** Inspire individuals & enrich our community one student at a time.



**Vision Statement:** Be a national leader in academic excellence & partner of choice in the communities we serve.

**KANSAS CITY KANSAS COMMUNITY COLLEGE  
Board of Trustees Meeting Minutes  
January 21, 2020 – 5:00 P.M.**

**Upper Level Jewell Lounge  
Kansas City Kansas Community College – Main Campus**

1. **Call to Order:** Chairwoman Rosalyn Brown called the meeting to order at 5:00 p.m. The Pledge of Allegiance was led by Trustee Pat Brune.
2. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Brune, Criswell, Daniels, McIntyre, Sutton. All present.
3. **Approval of Agenda:** Chair Brown called for a motion to accept the Agenda. Dr. Mosier asked for the addition of four items to the Agenda – three additions to the Recognitions/Presentations and one addition to New Business regarding the six-month report on the Strategic Plan by Ms. Tami Bartunek. Trustee McIntyre made the motion to accept the agenda with the added items. Trustee Criswell seconded the motion. **The Motion Carried.**
4. **Audience to Patrons and Petitioners:** Chair Brown extended the opportunity for anyone wishing to address the Board and asked that each person honor the five-minute time limit. Hearing none, Chair Brown proceeded to the next agenda item.
5. **Recognitions/Presentations:** Chair Brown invited Dr. Mosier to begin with the recognitions. Dr. Mosier thanked Chair Brown and began with the acknowledgment of the passing of KCKCC Hall of Fame honoree, Bishop Ervin Sims, Jr. Dr. Mosier praised the dramatic impact on education and social factors for the community that Bishop Sims had during his life and wished his family condolences on behalf of the College. Dr. Mosier continued with a presentation to the KCKCC Board of Trustees. He gave each trustee two lapel pins with KCKCC Trustee engraved around the KCKCC logo that they may wear in the community. The trustees thanked Dr. Mosier for the pins and shared that they would wear them with pride. Lastly, Dr. Mosier extended sincere thanks to Chair Brown for her great impact on the College in service as Board Chair. He shared his gratitude for her leadership during his



first years as president and expressed that he looks forward to more years of working with her on the Board. Chair Brown thanked the Board members for the opportunity to serve as Chair. She expressed that it has been an honor and pleasure to serve with them and that she is excited for all there is to come. Chair Brown thanked the Board for allowing her to be a cheerleader for KCKCC.

6. **Board Appointments and Assignments for 2020 Calendar Year:** Dr. Mosier received the gavel from Chair Brown and opened the floor for nominations for a new Chairperson of the KCKCC Board of Trustees. Trustee Ash made a motion to nominate Trustee Dr. Ray Daniels to serve as Chairperson of the Board for the next two years. Trustee Criswell seconded the motion. **The Motion Carried.**  
Chair Daniels and Trustee Brown switched seats to seal the transition of leadership of the KCKCC Board of Trustees. Trustee Daniels thanked everyone for their vote for him as chair and shared how he looks forward to serving over the next couple of years. He continued with a short story of how he and Trustee Ash encouraged Trustee Brown to run for chair as a new trustee. He expressed how she has led with grace, kindness, directness and professionalism and upheld a great reputation in the community. Chair Daniels shared that he was glad that Trustee Brown is still on the Board and hopes that she will be here for many years to come. He thanked her for all she accomplished as chair.  
Chair Daniels opened the floor for nominations of Vice Chairperson of the KCKCC Board of Trustees. Trustee Sutton made a motion to nominate Trustee Evelyn Criswell to serve as Vice Chairperson of the Board. Trustee McIntyre seconded the motion. **The Motion Carried.**  
Vice Chair Criswell shared that she was thrilled and honored to represent the Board as Vice Chair. She offered her support to Chair Daniels anytime he needed it.  
Chair Daniels opened the floor for nominations of Secretary of the KCKCC Board of Trustees. Trustee Brown made a motion to nominate Dr. Greg Mosier to serve as Secretary. Trustee McIntyre seconded the motion. **The Motion Carried.**  
Chair Daniels opened the floor for nominations of Treasurer of the KCKCC Board of Trustees. Trustee Sutton made a motion to nominate Mr. Michael Beach to serve as Treasurer. Trustee Criswell seconded the motion. **The Motion Carried.**  
Chair Daniels called for a motion to have McAnany, Van Cleave, & Phillips Law Firm to continue to represent KCKCC as the College law firm. Trustee McIntyre made the motion. Trustee Ash seconded the motion. **The Motion Carried.**  
Chair Daniels called for a motion to have Mr. Peter Gabriel continue serving as Freedom of Information Officer for KCKCC. Trustee Sutton made the motion. Trustee McIntyre seconded. **The Motion Carried.**  
Chair Daniels called for a motion to have the Wyandotte Echo continue to serve as the official paper for KCKCC. Trustee Sutton made the motion. Trustee Criswell seconded. **The Motion Carried.**  
Chair Daniels asked that the list of Board Committee assignments be passed out to the Board. Chair Daniels thanked Vice Chair Criswell for agreeing to be the chairperson for



the Board Finance Committee, Trustee Sutton for agreeing to be the chairperson for the Board Policy Committee, and Trustee McIntyre for agreeing to continue as chairperson for the Board Community Engagement Committee. Trustee Sutton has agreed to replace Chair Daniels on the Executive Committee of the KCKCC Foundation, along with Trustee Brown. Chair Daniels will remain as College Senate representative from the Board. Trustee Ash has agreed to continue as KCKCC's representative and voting delegate with ACCT at both the state and national levels. Chair Daniels encouraged the Board Committee chairpersons to establish regular meeting times with their committees.

7. **Communications:** Chair Daniels recognized the resolution finalizing the refinancing of the college debt. Dr. Mosier read the resolution for the supplemental lease purchase agreement authorizing the refinancing of the College debt. As an overview, Dr. Mosier shared that the Series 2010-B certificate changes the average interest rate from 4.03% to 1.41% with a savings of over \$1 million dollars; the refinance of Series 2013 certificate changes the average interest rate from 3.85% to 2.41% for a savings of more than \$87,000 dollars; and the Series 2014 certificate 3.74% to 2.61% for a savings of more than \$72,000 dollars. All savings will be over the course of the payment period for each certificate for a total of more than \$1.2 million dollars. Dr. Mosier celebrated Mr. Beach for all his hard work and invited him to the podium to share any additional information with the Board. Mr. Beach invited Mr. Dustin Avey of Piper Jaffray to the podium and thanked him for his partnership in reducing the College debt. Mr. Avey commended Dr. Mosier on the explanation of the savings for the college. He shared that the interest rates are currently at all-time lows which made this a great time to refinance. He added that the College's credit rating is very strong score based on solid financial management and fiscal responsibility of the administration and the Board. The life of this debt was not extended, and the savings of \$1.2 million dollars will be over the remaining years of the loan. Chair Daniels asked for a motion to approve the resolution. Trustee Sutton made a motion to approve the resolution. Vice Chair Criswell seconded the motion. **Motion Carried.** The vote was unanimous.
8. **Board Committee Reports** – For the Board Committee Reports, Chair Daniels shared that the Board Finance Committee met to review and approve the billings for the last month and to review the resolution that came forward. Trustee Ash shared that he, Trustee Sutton, Dr. Mosier, and a student representative, Ms. Nadia Vallecillo will be attending the ACCT National Leadership Summit on February 9<sup>th</sup> – 12<sup>th</sup>, 2020 in Washington, D.C. He shared that KCKCC will be at the Capitol to tell our story and advocate for community college education with legislatives. Trustee Sutton shared that the Board Policy Committee did not meet this month, given the return from winter break. She thanked Ms. McGee for her hard work and shared that she expected that the committee would meet and have policies prepared for next month's Board meeting.
9. **Consent Agenda:** Chair Daniels invited Dr. Mosier to share the details of the amended Board meeting minutes for the December 17<sup>th</sup> Board of Trustees meeting. Dr. Mosier shared that the minutes were amended to clarify the wording regarding the Executive Sessions and an update to the Personnel Items Report, Item D of the Consent Agenda,



where the Automotive Faculty member's resignation was removed from the report due to it having been approved by the Board in December 2019. The changes were made in BoardEffect and updated on the College website. Chair Daniels called for a motion to accept the Consent Agenda. Vice Chair Criswell made the motion to accept the Consent Agenda with the corrections. Trustee Ash seconded the motion. **The Motion Carried.**

10. **Student Senate Report** – No report this month. Chair Daniels shared that he is glad that all students are back on campus and back in classes.

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

- First day of classes and the first Board meeting for 2020!
- Spring Convocation occurred last week with great programming from the President's and Extended Cabinets. The College's Strategic Plan Update was shared as well as an update regarding HLC and the upcoming site visit. In fall, the KCKCC Supervisors' group, which consists of over 50 people, participated in sessions regarding creating a Culture of Excellence at KCKCC. The Supervisors' group worked to develop 10 statements and the College discussed them during convocation with the aim of developing a final statement for the college.
- Assessment Day was Tuesday where the faculty and deans worked on program review, classroom assessment techniques, rubrics and how to provide feedback in a flash and Watermark training, which is a new software assessment tool that the College is using.
- Thursday was Faculty and Staff Professional Development Day where there were 5 pages of training sessions offered to the faculty and staff throughout the day.
- Governor's Budget proposed recommendations is \$4.5 million dollars for 19 community colleges across the state for SB 155 and \$8.5 million dollars for FY 2021 with additional funding for tiered and non-tiered training.
- Meeting with Sen. Lynn, chairperson of the Senate Commerce Committee, secured a date to present to the Commerce Committee on Feb. 6<sup>th</sup> regarding what KCKCC does and the impact the College has in the state of Kansas.
- The ACCT National Legislative Summit is coming up, as mentioned by Trustee Ash.
- KCKCC is co-hosting 2020 BizFest with Johnson County Community College on Feb. 12<sup>th</sup> – Feb. 14<sup>th</sup>. A video welcome address will be broadcasted at the BizFest Kick-Off Ceremony from the Capitol with Ms. Nadia Vallecillo.

Chair Daniels asked if there were any questions or comments regarding the President's Report. Hearing none, he called for a motion to accept the President's Report. Trustee Ash moved to accept the President's Report. Trustee Sutton seconded the motion. **The Motion Carried.**

12. **Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Dr. Beth Ann Krueger reported the following –

- Extended a huge shout out to Ms. Kris Ball, who serves as co-chair for the HLC Committee. She has been very instrumental in getting the project to its current state.





The final draft of the HLC Argument is almost done as evidence continues to be added.

- On Monday, Jan. 13<sup>th</sup>, at the Spring Convocation, the HLC Committee hosted mock HLC sessions for all employees with great feedback and requests for more sessions like them. The College will be hosting several more mock HLC Review sessions leading up to the HLC visit date. Dr. Krueger thanked Dr. Wilson for her assistance and creativity in developing the sessions and their food paired topics. She also thanked the HLC leads and co-leads for facilitating the sessions. Sessions will be held at Main Campus and TEC and live streamed to Pioneer Campus.
- Shared the Osher Lifelong Learning Institute Catalogue with classes that are offered here at KCKCC.
- Invited Dean Cleon Wiggins to share with the Board about making lessons relatable for students. He introduced Professor Heidi English, Professor of Psychology, who facilitated a special project in her Honors Psychology class, Ms. English was joined by one of her Honors Psychology students, Ms. Elizabeth Grosko. Prof. English shared that she assigned to her students a Random Acts of Kindness project for extra credit. This project was inspired by a class entitled, "The Psychology of Well-Being," that Prof. English took where she studied the ways, means, and practices by which people become happier based on the book, "The How of Happiness," by Dr. Sonja Lyubomirsky. The students found, as they participated in the project, that they did feel better about themselves and actually wanted to do more. As the students shared with each other about their experiences, other students asked to participate in the project. As a result, the non-Honors Psychology classes were offered the Random Acts of Kindness project for extra credit as well. Prof. English shared a customized list of random acts of kindness to the Board members.

Vice Chair Criswell shared about the importance of teaching and facilitating experiences for students early in life. She shared that the future is human beings and that these sorts of projects are an important part of our community. She commended Prof. English for her efforts. Trustee Brown asked Ms. Grosko if completing random acts of kindness has become a habit. Ms. Grosko answered that it had, and she enjoyed doing things for others. She added that the project definitely encouraged a lot of students to get out of their comfort zones.

Chair Daniels asked if there were any additional questions or comments. Trustee Sutton commended the faculty and departments on all of the tremendous work that is occurring. She shared that this should be a great spring semester. Chair Daniels agreed. He asked for a motion to accept the Vice President of Academic Affairs report. Trustee Brown made a motion to accept the Vice President of Academic Affairs report. Trustee McIntyre seconded the motion. **The Motion Carried**



13. **Vice President Student Affairs Report:** Chair Daniels called for the Vice President of Student Affairs (VPSA) report. Dr. Wilson reported the following –

- Great to see students back on campus. Students, Campus Police and other Student Activities volunteers were passing out coffee and donuts to student this morning as they arrived.
- Class enrollments and changes will continue through the end of the week.
- Last month, Pioneer Center hosted, “Breakfast with Santa,” to support students in destressing during finals week. The event was well attended with more than 300 students, an increase of more than 50% in attendance compared to 2018.
- Student Orientation Advisement Registration (SOAR) meetings. There were 82 students and 27 guests and incoming freshmen.
- Hosted Campus Wonderland on Dec. 19<sup>th</sup> Toy Distribution event. About 80 of KCKCC’s student received toys for their children.
- “Finals Breakfast” offered at the Pioneer Center with about 100 attendees.
- The first Holiday Party celebrated for the students attending Wyandotte High School location. There were approximately 25 students in attendance.
- Veterans Center supported “Wreaths Across America” with 14 KCKCC volunteers who participated.
- Student Health Center will host a Blood Drive on Jan. 29<sup>th</sup> at Pioneer Center and Main Campus and Jan. 30<sup>th</sup> at TEC.
- In celebration of KCKCC student athletes, 58% of the student athletes earned a GPA of 3.0 or higher. On Wednesday, Feb. 5<sup>th</sup> the College will celebrate their success.
- Thanked the HLC Committee for their support in facilitating over 20 mock sessions to help employees to feel more at ease regarding the HLC visit. Events that will be hosted for the students include Grocery Bingo with HLC questions and an HLC Jeopardy game. The KCKCC mission and vision will be posted along with many other efforts.

Chair Daniels asked about the sessions with the students. Dr. Wilson shared that the activities for the will be held as a forum and open to all students.

Trustee Sutton offered a kudos to TRIO for surpassing all their benchmarks and met and exceeded their goals.

Chair Daniels asked if there were any additional questions. Hearing none, she asked for a motion to accept the Vice President of Student Affairs report. Trustee McIntyre made a motion to accept the Vice President of Student Affairs report.

Vice Chair Criswell seconded the motion. **The Motion Carried.**

14. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach report. He mentioned there was a very nice ad in the E Edition in the KC Star. Ms. Tami Bartunek reported the following –



- The Marketing Department received an award letter from the National Council of Marketing and Public Relations announcing their placement as 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> for the national competition for the 2019 Paragon Awards. KCKCC is the only college in Kansas to receive the award.
- Checked in with Board to ensure receipt of weekly update emails.
- Rep. Sharice Davids will be working a shift in the Student Success Center to assist students. This installment of her “Sharice’s Shift” Program will occur on Friday, Jan. 24<sup>th</sup> at 9:30am.
- Shared a new KCKCC Billboard facing west as you drive east of I-70 toward the Legends.
- Continuing with Spanish broadcast ads on radio and digital media.
- Reported all social media metrics continue to tick up.
- Reported that the second highest viewed social media post in December was the articulation agreement signing with Donnelly College.

Ms. Bartunek asked the Board for any questions. Trustee Brown congratulated Ms. Bartunek for the great job that she is doing. Other Board members agreed.

Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Vice President of Strategic Initiatives & Outreach report. Trustee Sutton made the motion to accept the Vice President of Strategic Initiatives & Outreach report. Trustee McIntyre seconded the motion. **The Motion Carried.**

Chair Daniels revisited Dr. Wilson’s report to wish Dr. Terry safe journey during his deployment.

**15. Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer’s report.

Mr. Michael Beach reported the following –

- Budget Review was rolled out this year. Training meetings to come with deans and budget managers this week.
- Regarding the refinancing of bonds, on Friday, January 10<sup>th</sup> the savings were \$1.1 million dollars; on Tuesday, January 11<sup>th</sup>, the actual savings on the refinance came in at \$1.2 million dollars over just a few days.
- Shouted out to the Bookstore group, who are working diligently to reduce cost for the students in textbooks. This results in a reduction in revenues in the Bookstore, but it is intention for the benefit of the students to get text materials to them at a reduced cost.
- Celebrated the Campus Police Department, with Jason Sievers serving as the Interim Chief along with the Assistant Chief responsibilities – great officers here to help support.
- Facilities crew doing phenomenal job with reduced staff.



- Financial statements in the report for Board's review; expense tracking well. KCKCC is doing a great job up to this point.

Mr. Beach asked for questions from the Board. Trustee Criswell asked about Mr. Sixta's report for solar energy with BPU submitted by the Sustainability Committee on campus. Mr. Beach shared that the project is being researched. Chair Daniels shared about the Electrical report that KCKCC's costs were less this past year. He shared that the College is doing a great job in keeping the energy costs down.

Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Chief Financial Officer's report. Vice Chair Criswell made the motion to accept the Chief Financial Officer's report. Trustee McIntyre seconded the motion. **The Motion Carried.**

**16. Chief Human Resources Officer Report:** Chair Daniels called for the Chief Human Resources Officer's report. Ms. Christina McGee reported the following –

- As of last week, Human Resources (HR) and Payroll have implemented an Overtime and Holiday Reporting Form for a more informative and consistent means of reporting overtime worked and time worked during holidays. This is a temporary measure that will be replaced by an electronic process soon.
- New employee Follow-Up items has experienced a dip and HR will monitor closely the report for further action.
- Report on Employee Turnover Rates also included in the report. Based on CUPA\_HR, KCKCC is doing well with turnover rate based on the national standards in comparison to other colleges.

Ms. McGee invited the Board to ask any questions about the report. Vice Chair Criswell asked if rehires were counted as new hires in the report. Ms. McGee replied that they were.

Chair Daniels asked what is done with data that is shared with Board. Some items are being shared with supervisors and as a means of additional and training for supervisors.

Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Chief Human Resources Officer's report. Trustee Sutton made the motion to accept the Chief Human Resources Officer's report. Trustee McIntyre seconded the motion. **The Motion Carried.**

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

- Extended thanks to Mr. Randy Royer, Director of Media Services, for stepping in to make IT Report on December.
- Changed licensing with Microsoft to increase information security on campus just before winter break.
- IT is moving most software into the Microsoft system.
- Multifactor authentication will be activated in the summer 2020. Documentation and testing are currently occurring in IT.





Mr. Gabriel asked the Board for any questions. Chair Daniels asked if the multifactor authentication will apply for the Board. Mr. Gabriel answered yes.

Dr. Mosier shared his great gratitude for the efforts and short turnaround time for the increased security measures by IT.

Chair Daniels asked if there were any additional questions. Hearing none, he asked for a motion to accept the Chief Information Officer's report. Trustee Ash moved to accept the Chief Information Officer's report. Vice Chair Criswell seconded the motion. **The Motion Carried.**

18. **Unfinished Business:** Chair Daniels acknowledged that there were no items for Unfinished Business. The Board continued to the next item on the agenda.

19. **New Business:**

- Chair Daniels invited each Board member to sign the KCKCC Board of Trustee Ethical Conduct Policy, which is an annual, standard practice for the Trustees in acknowledgement of the expectation of ethical conduct while in service on the Board. Each Trustee will sign and give the form to Risala before leaving this evening. The signed documents will be kept on file.
- The Board will sign the KCKCC Board of Trustees Confidential and Nondisclosure Agreement at the February Board meeting. The document can be found in the KCKCC Board of Trustees Handbook in Appendix A. Risala will send the document via email for review in preparation for next month.

Trustee McIntyre asked if the author of the KCKCC Board of Trustee Ethical Conduct Policy needs to be listed. Attorney Goheen shared that the document has been reviewed and has evolved over time to meet the needs of the College.

- Chair Daniels invited Ms. Tami Bartunek to provide the 2020 Strategic Plan Update. Ms. Bartunek shared a PowerPoint and shared an updated booklet with the Board. She shared the 4 strategic priorities; they are color-coded with a status update labeled by an S. The Board reviewed with Ms. Bartunek a few highlights from the report. Ms. Bartunek thanked the KCKCC Print Shop for their support. The report will be added to the website soon. Dr. Mosier shared appreciation for the hard work involved in creating report.

20. **Executive Session(s):**

1. Chair Daniels called for a motion for the Board and the College Attorney to enter Executive Session for a period of 15 minutes to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships with possible action to follow in open session. The Board Treasurer, Mr. Michael Beach joined the session. Vice Chair Criswell made the motion to enter Executive Session. Trustee McIntyre seconded the motion. **The Motion Carried.**



The first Executive Session began at 6:43 p.m. and ended at 6:58 p.m. At 6:58 p.m., Chair Daniels called the open session to order. He shared that there would be no action to follow the Executive Session. Mr. Beach was excused from the meeting.

2. Chair Daniels called for a motion for the Board and the College Attorney to enter Executive Session for a period of 3 minutes to discuss personnel matters of nonelected personnel with possible action to follow in open session. Trustee Ash made the motion to enter Executive Session. Trustee Brown seconded the motion.

**The Motion Carried.**

The second Executive Session began at 6:59 p.m. and ended at 7:02 p.m. At 7:03 p.m., the Board returned to the Upper Jewell meeting area to resume the meeting. Chair Daniels called the open session to order at 7:09 p.m.

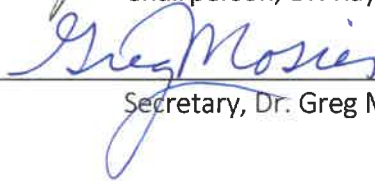
21. **Adjournment:** Chair Daniels called for a motion to adjourn. Trustee Brune made a motion to adjourn the meeting. Vice Chair Criswell seconded the motion. **The Motion Carried.**

The meeting of the Board of Trustees adjourned at **7:12 p.m.**

ATTEST:



Chairperson, Dr. Ray Daniels



Secretary, Dr. Greg Mosier

