



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

Vision: 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
October 22, 2019 – 9:00 A.M.**

**Room 146
Kansas City Kansas Community College – Pioneer Career Center**

1. **Call to Order & Pledge of Allegiance:** Chairwoman Brown called the meeting to order at 9:00 a.m. The Pledge of Allegiance was led by Trustee Ray Daniels.
2. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Criswell, Daniels, McIntyre, and Sutton. Trustee Garner was absent.
3. **Approval of Agenda:** Chair Brown called for a motion to accept the Agenda. Trustee Criswell made the motion and Trustee McIntyre 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 moved to the next item on the agenda, Recognitions/Presentations.
5. **Recognitions/Presentations:** Chair Brown invited Dr. Mosier to recognize Dr. Stacy Tucker for 20 years of service as advisor for the Mu Delta Chapter of Phi Theta Kappa Honor Society at KCKCC. Dr. Mosier thanked Dr. Tucker for her support and expressed appreciation for her commitment to the students and promotion of higher education. A brick is being purchased in honor of Dr. Tucker and the promotion of excellence – the brick with her name, date, and the KCKCC chapter will lay in the Alpha Courtyard at the Phi Theta Kappa Headquarters in Jackson, MS. Dr. Mosier presented Dr. Tucker with a commemorative pin.
6. **Communications:** Chair Brown recognized the resolution requested on behalf of the KCKCC Art Gallery. Dr. Mosier read a resolution summary for the consumption of alcoholic liquor during the Artist Talk and Reception for Mr. Alejandro Acierto at KCKCC

Art Gallery on Thursday, November 14, 2019 in accordance to K.S.A. 41-719 for the Board. Trustee Sutton made a motion to accept the resolution. Trustee Criswell seconded the motion. **Motion Carried.**

Chair Brown recognized the second resolution authorizing the offering for sale of lease purchase agreement refunding certificates of participation for the College. Dr. Mosier read a resolution summary, listing the taxable bond numbers. Piper Jaffer is the company to lead the efforts on the College's behalf. Gilmore and Bell, P.C. will facilitate the distribution necessary to sell the certificates. Trustee Criswell made a motion to accept the resolution. Trustee McIntyre seconded the motion. **Motion Carried.** The vote was unanimous. Trustee Daniels shares that this resolution will mean a total savings of \$1.1 million dollars for the College.

7. Board Committee Reports

- Trustees Brown, Criswell, Sutton, and McIntyre attended the 50th Annual ACCT Leadership Congress Conference in San Francisco, CA. They returned energized and informed to lead KCKCC. They each shared some key take-aways from their time at the conference.
- Trustee Daniels shared about the Board Policy Committee meeting with a few policies coming for review in meetings to come.

8. Consent Agenda: Chair Brown called for a motion to accept the Consent Agenda. Trustee McIntyre moved to accept the Consent Agenda. Trustee Criswell seconded the motion. **The Motion Carried.**

9. Student Senate Report: Chair Brown announced that there would not be a Student Senate report today due to Mr. Jose Manuel "Manny" Paredes absence. She moved forward to the President's report.

10. President's Report: Chair Brown called for the President's Report. Dr. Greg Mosier reported the following –

- Congratulated Dr. Stacy Tucker and her team do for the great work they are doing with the honor students.
- Announced the GED Graduation ceremony to occur with partners University of Kansas Health Systems (UKHS) this afternoon. The graduation will take place today at 3:30 p.m. at the Battenfield Auditorium.
- Dr. Mosier had the privilege to visit with a 1937 graduate of the KCK Junior College when located at the downtown Horace Mann Building. Ms. Esther Foreman is age 102 years. Ms. Foreman has made a donation to KCKCC to support the ambient learning projects.

- Update on Student Housing Project – the College is pursuing a P3 environment development team. Currently creating a request for qualifications (RFQ) to provide the best housing solution for our students. The American Institute of Architects – Kansas (AIA-KS) will assist in the process this week.
- Discussions continuing for a Downtown KCK location in Kansas City, KS.
- Commended the faculty and administration teams for their hard work in completing the 2019 – 2021 Faculty Master Contract. The process began in March 2019 with an Interest-Based Bargaining approach, where the group focused on the best interest of the students and the college. He thanked everyone for their efforts.

Chair Brown asked for a motion to accept the President’s report. Trustee McIntyre moved to accept the President’s report. Trustee Sutton seconded the motion. **The Motion Carried.**

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

- Shared the following upcoming events from the Academic Symposium one will occur on Wednesday, Oct. 23rd at 10:00 a.m. in the Upper Jewel Lounge at Main Campus. The talk is entitled, “People of the Ecuadorian Rainforest,” by Mr. Nathan Horowitz, an ESL Adult Education Instructor. The second will occur on Wednesday, Nov. 13th at 11:00 a.m. The talk is entitled, “Enforcing Imaginary Line: History of Modern United States Mexico Border,” by Dr. Aaron Margolis, Associate Professor and Program Coordinator for History.
- Arts, Communications & Humanities – Mr. Robert Cole, Adjunct Professor of English, published a poem in the summer/fall issue of I-70 Review.
- Math, Science, Business, Tech – Two students, Mr. Elijah Gibson and Ms. Bryana Najera have been selected to present a poster session at the Association of Teacher Educators Principle Investigators Conference in Washington, D.C.
- Social Behavioral Science – Professor Daryl Long, Sociology Program Coordinator, recognized for more than 15 years of service to the homeless in the community.
- Expungement Fair concluded with 315 community people served. Mr. Paul Hancock, Manager of Employment Services, and the WYCO District Attorney’s Office partnered in these efforts.
- Welcome Dinner for students and faculty at the new Wyandotte site hosted by Ms. Andrica Wilcoxon on September 25th.
- Health Sciences – Mr. Christopher White, Adjunct instructor in EMT and Paramedic program, participated in an item writing taskforce exam for the National Registry of EMT.

- Community College Performance Report – recommended KCKCC for full funding. No questions raised on the report. A huge thank you extended to Dr. Mihir and Institutional Effectiveness department.

Trustee Criswell thanked Dr. Krueger and Ms. Amanda Williams for the self-assessment for student athletes. KCKCC is recognizing that student athletes have unique challenges and support the students with the tools to equip them for success.

Trustee McIntyre compliments to Dr. Krueger in sharing the assessment information that supported the Board at the conference. Trustee Sutton asked for more performance indicators for 2020 report. Dr. Mosier will send the newsletter to the Board.

Chair Brown asked if there were any additional questions. Hearing none, she asked for a motion to accept the Vice President of Academic Affairs' report. Trustee Daniels moved to accept the Vice President of Academic Affairs' report. Trustee McIntyre seconded the motion. **The Motion Carried.**

12. Vice President Student Affairs Report: Chair Brown called for the Vice President of Student Affairs (VPSA) report. Dr. Delfina Wilson reported the following –

- Enrollment is holding steady. Spring enrollment begins Nov. 2nd. Ms. Kim Taylor, the new Site Coordinator at PCC, and Ms. Nora Brown, the new Site Coordinator at Wyandotte High School, will work to support our students at those respective locations.
- On Oct. 2nd, the College was approved to offer F11 International Visas to students at TEC. We will have 7 new students with these visas.
- In spring 2020, ESOL, GED, College Prep Math and Reading and Office Assistant Program 2nd level courses will be offered at Wyandotte.
- From Mr. Rich Piper, Director of Technical Programs, KCKCC will be receiving 3 new students who are recipients of Honeywell Hope Scholarships. This scholarship pays all expenses for the students and culminates with a job offer from Honeywell should they maintaining good grades and remaining of good standing throughout the program. Two KCKCC students were hired at Honeywell this past year.
- Mr. Ronnie Moore, Housing Specialist, and Dr. Shawn Derritt, Dean of Student Services, are working to make students more comfortable in the current student housing. Mr. Moore is also working to do more activities with the students. There are currently 136 students in student housing with a majority of them being student athletes.

Trustee Sutton inquired about the view of student equity shared at the NASPA conference. Dr. Wilson agreed to share the website link to Trustees Sutton and McIntyre as there was a lot of great information shared. Trustee Sutton then asked about the academic or technical programs from which the 318 student withdrawals came from as

mentioned in Dr. Wilson's report. Dr. Wilson agreed to research the issue and report back to the trustees the findings. Lastly, Trustee Sutton asked about shortage of TB injections mentioned in the Nurses report. It was noted that this is a shortage in the community as the College refers employees out for TB testing. Dr. Tiffany Bohm, Dean of Health Professions, shared that the TB serum is back in stock in the Nurses office. Chair Brown asked if there were any additional questions. Hearing none, she asked for a motion to accept the Vice President of Student Affairs' report. Trustee Criswell moved to accept the Vice President of Student Affairs' report. Trustee McIntyre seconded the motion. **The Motion Carried.**

13. **Vice President Strategic Initiatives & Outreach Report:** Chair Brown called for the Vice President of Strategic Initiatives & Outreach report. Ms. Tami Bartunek reported the following —

- Quick follow ups – Honeywell Hope Scholarship students will be highlighted in upcoming marketing, so keep watch for this; there will be Food Desert presentations, given by United Way, to Student Senate and College Senate about food inequities; Weekly Events emails received really good feedback from retirees and community members saying they felt warmed and welcomed. Ms. Bartunek asked the Board and campus community for additional email addresses to add to sharing list.
- Downtown President's Advisory Council meetings are going well. The next are scheduled for Nov. 6th and Dec. 4th. The Advisory Council discusses the Downtown KCK site in 4 subcommittees, which are Public Relations/Communication/Industry Education, Workforce/Programming/Mentorship, Wraparound Services/Barriers to Education, and Fundraising/Sponsorship. Work sessions in the meeting next month to identify charges. The initial meetings have been well attended by many leaders in the community who are overwhelmingly supportive of KCKCC returning to Downtown KCK.
- Debuted a new commercial for KCKCC. Ms. Bartunek will meet today with a potential vendor to support the efforts in providing commercials in Spanish. Tech program related ads, transfer ads, and other ads are currently running.
- Introduced Mr. Omar Brennas, our new Web Architect. Mr. Brennas shared that he moved from Guatemala to California to Kansas. He has worked previously at Baker University and University of Central Missouri. He looks forward to helping KCKCC navigate the waters.

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

Dr. Mosier announced the 2nd Annual Presidential Swap would occur on Nov. 6th with Student Senate president, Manny Paredes.

14. Chief Financial Officer Report: Chair Brown called for the Chief Financial Officer's report.

Mr. Michael Beach reported the following —

- Acknowledged the passing of Ms. Sarah Cole, Food Service Supervisor at TEC. The College is saddened by her passing.
- The field work portion of the audit has been completed. The report should be completed in November for presentation to the Board Finance Committee and Board next month.
- The safety boulders have arrived and will be placed with the trees in next couple of weeks so that the trees survive the winter.
- KCKCC Campus Police have successfully submitted the Annual Clery Report.
- Facilities crew replacing air handling units in upper and lower floors in Health Professions building.
- Financial statement summaries have been included in report for your review, as it changes month to month due to audit entries.
- Expenses are tracking well; about 22% for the year so far.
- Total cash position is up overall compared to this time last year. Main operating funds are up also.
- Disaster Recovery Plan is continuing. Chief Information Officer, Mr. Peter Gabriel, is working to update infrastructure needs and processes.
- Two statements relative to August in the Statement of Net Position. All audit adjustments were made by the end of August, however the auto-reverse entries kicked in to reverse the entries. This means the prior year numbers were not accurate. The properly stated numbers are in the amended document in the Board packet.

Trustee Ash asks if these changes will cause an issue in the audit. Mr. Beach shared that they were caught immediately and will not be an issue.

Trustee Criswell congratulated Mr. Beach and Mr. Gabriel in the creation of the Disaster Recovery Plan and asked about the plan for testing. The testing is a component of the plan and will occur annually.

Chair Brown asked if there were any additional questions. Hearing none, she asked for a motion to accept the Chief Financial Officer's report. Trustee Sutton moved to accept the Chief Financial Officer's report. Trustee Criswell seconded the motion. **The Motion Carried.**

15. Chief Human Resources Officer Report: Chair Brown called for the Chief Human Resources Officer's report. Ms. Christina McGee reported the following —

- KCKCC is in compliance with the Department of Labor standards for nonexempt salary range increases.

- The College received a rating of 5 out of 5 in the New Employee Report regarding the statement, “my interactions with my supervisor and coworkers are appropriate” for the 3rd quarter in a row.
- This Friday, the HR department will be having a retreat to assess performance, review areas of improvements and goals for this year.

Chair Brown asked if there were any additional questions. Hearing none, she asked for a motion to accept the Chief Human Resources Officer’s report. Trustee Daniels moved to accept the Chief Human Resources Officer’s report. Trustee Criswell seconded the motion. **The Motion Carried.**

16. **Chief Information Officer Report:** Chair Brown called for the Chief Information Officer’s report. Mr. Peter Gabriel reported the following —

- Replacing computers across the college is still in progress. New approach focuses on updating a couple classrooms at a time.
- Basketball games will be streamed soon.
- The Campus Directory has been updated with photos. Thanked Media Services for providing a place to take photos and Web Services for supporting the efforts and updating the website.
- The college will have a new fax solution in the next month.

Dr. Mosier and Trustee Sutton both expressed gratitude as well.

Chair Brown asked if there were any additional questions. Hearing none, she asked for a motion to accept the Chief Information Officer’s report. Trustee McIntyre moved to accept the Chief Information Officer’s report. Trustee Sutton seconded the motion. **The Motion Carried.**

17. **New Business:**

- New Policy – Access to Personnel Files was presented by Vice Chairman Ray Daniels. Trustee Daniels made the motion to approve the policy. Trustee Criswell seconded the motion. **The Motion Carried.**
- Emergency Response Plan was presented as an informational item by Mr. Michael Beach. The Board accepted the plan. It has been posted on the website and the campus community will be informed that it is now available. Testing and running through scenarios may be implemented in the future.
- Master Contract for Faculty FY2020 – FY2021 was presented by Dr. Greg Mosier for approval by the Board. Dr. Mosier shared a few highlights – adjunct faculty pay will be increased \$50 per credit hour each year for the next 3 years; approved Reassigned time for adjunct faculty coordinators in each division; employee only insurance identified in the contract was updated to remove the \$25/month cap. The College has brought down the cost of the insurance up to \$250 dollars per month for certain

insurance groups. The College is investing \$400,000 this year in additional monies to make this possible, saving the employees \$60,000 in insurance costs. Pay increase for faculty is 1% to the base and one step, staff is a 2% increase. In total, KCKCC is investing to increase employee pay and benefits approximately \$2 million dollars. Minus the two sticky notes found in the proposed contract, the document is presented for Board approval. Trustee Ash made the motion to approve the Faculty Master Contract. Trustee McIntyre seconded the motion. **The Motion Carried.**

18. Executive Session(s): Ash, Criswell 10:50 am for 25 minutes, return at 11:15am

1. Chair Brown announced that the Board and the College Attorney would recess into Executive Session for a period of 10 minutes for the purpose of consultation with legal counsel which would be deemed privileged pursuant of the attorney client relationship with potential action to follow. The first Executive Session would begin at 10:57 a.m. and end at 11:07 a.m. Trustee McIntyre made a motion to accept. Trustee Criswell seconded the motion. **The Motion Carried.**

At 11:07 a.m., Chair Brown called the open session to order. She, then, shared that there would be no action to follow the Executive Session. Chair Brown called for a motion to go into Executive Session.


2. At 11:07 a.m., Chair Brown announced that the Board and the College Attorney would recess into a second Executive Session for a period of 5 minutes for the purpose of consultation with legal counsel which would be deemed privileged pursuant of the attorney client relationship with potential action to follow. The second Executive Session would begin at 11:08 a.m. and return at 11:13 a.m. Trustee McIntyre made a motion to accept. Trustee Daniels seconded the motion. **The Motion Carried.**

At 11:13 a.m., Chair Brown called the open session to order. She, then, shared that there would be no action to follow the Executive Session.

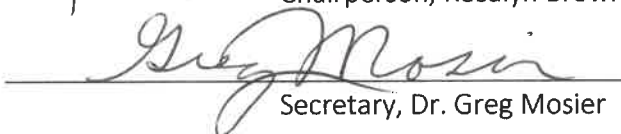
19. Adjournment – 11:16am Chair Brown called for a motion to adjourn. Trustee Ash made a motion and Trustee Criswell seconded the motion.

The meeting of the Board of Trustees adjourned at 11:16 a.m.

ATTEST:



Chairperson, Rosalyn Brown



Secretary, Dr. Greg Mosier