



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
March 16, 2021 – 5:00 P.M.**

Meeting Location: Virtual - Zoom Webinar Meeting

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 5:09 p.m. The Pledge of Allegiance was led by Trustee Janice McIntyre.
2. **KCKCC Mission Statement:** Chair Daniels read the College mission statement.
3. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Brune, Criswell, Daniels, McIntyre, Sutton. All members present.
4. **Approval of Agenda:** Vice-Chair Criswell made the motion to accept the agenda. Trustee Brown seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** There were no patrons or petitioners to address the Board.
6. **Recognitions/Presentations:** Chair Daniels invited Mr. Jerry Pope, Interim Vice President of Academic Affairs to provide an update of the College's progress with the Higher Learning Commission (HLC) to the Board. Mr. Pope shared a PowerPoint presentation that detailed the plans for addressing the checkpoints noted by HLC, shared the steering committees assigned to each criterion and reviewed the timeline for the HLC visit.
7. **Communications:** There were no communications scheduled.
8. **Board Committee Reports:** Chair Daniels called for reports from the Board Committees.
 - On behalf of the Board Finance Committee, Vice-Chair Criswell stated the following items were reviewed in their meeting on Tuesday, March 9th – the College continues in a strong financial position standing \$9.7 million dollars better in cash position than at this time last year; course fees and general discussion about the Automation

Engineering program set to begin in fall 2021; discussed the draft of the Board Finance Training Packet that will be ready in April 2021; Board of Trustees pledges and fundraising goal for the Capital Campaign; discussion of the post-construction operation plan for the Downtown campus and funding from the COVID Relief bill.

Chair Daniels asked Dr. Mosier and Mr. Beach for a special training session about the COVID Relief funding. Dr. Mosier agreed to get the special session scheduled to include FY2022 budget as well.

- On behalf of the Community Engagement Committee, Trustee McIntyre stated that the committee is having regular meetings. In the last meeting they continued to review sources of information in the community and discussed the potential for development of a community advisory council. The committee hopes to have further discussion about the council at the 2021 Board Retreat.
- On behalf of the Board Policy Committee, Trustee Hoskins Sutton stated that the committee is working to better streamline and track the policies throughout the Policy Review Process. The Committee has recommended six policies to be approved by the Board later in the meeting.
- For the KACCT update, Trustee Ash stated that all Board members attended the annual Phi Theta Kappa (PTK) Recognition meeting held on Wednesday, March 3rd and the Quarterly meeting was held virtually on Saturday, March 13th. Trustee Ash added that at the quarterly meeting it became apparent, in his view, that KCKCC is in a great position with the critical issues of this present time such as funding cuts and TEA programming.

9. **Consent Agenda:** Chair Daniels called for a motion to accept the Consent Agenda. Vice-Chair Criswell made a motion. Trustee Brown seconded the motion. **The Motion Carried.**

10. **Student Senate Report:** Chair Daniels called for the Student Senate report. Mr. Destin Williams, Student Senate President, reported that the Student Senate has begun planning for fall 2021 student engagement activities as well as the Family Fun Days at each KCKCC campus. He shared that Student Senate cohosted the Black History Month Book Reading with the KCKCC Art Gallery in which the students read books by Black authors to more than 60 children. The students were joined by a KCKCC alumnae, Ms. Deja Joyce, for the event. Student Senate hosted a number of Black History Celebration events to include a showing of the movie, "A Raisin in the Sun" in the Lower Jewell Lounge, showing Black History videos at the beginning of each Student Senate meeting, and posting Black History videos on the Student Senate Facebook page. Student Senate created a weekly events calendar to be shared via email and showcased in Blackboard dashboard as well as on Facebook. The group, in collaboration with other clubs such as FBOE, also participated in a number of other events to include regular club meetings; Grab and Go Dinners; co-curricular assessment meetings; Student Housing Groundbreaking Ceremony; Main

Campus Blood Drive on Tuesday, March 2nd. In late April and early May, Student Senate will have their cabinet elections and in late May, Student Senate will have its budget hearings with the student clubs.

11. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier began his report with expressed gratitude for all the many small and vital things that each person has done to keep KCKCC safe over this past year in the global pandemic and encouraged everyone to continue to persist in these practices as people in our community and nation continue to get vaccinated. He stated in the coming weeks, the updated KCKCC COVID plan will be shared on the website and sent via email to all employees and students. Dr. Mosier commended Mr. Pope on his work in leading the KCKCC in preparations for the HLC site visit next spring and shared the dates for the HLC site visit are Monday and Tuesday, March 28th and 29th, 2022. He added progress is being made with the Downtown Community Education Center as the College works to acquire the last property lots needed for the site. Additionally, Dr. Mosier shared, as reported to Mayor David Alvey of Wyandotte County there is tremendous interest in the Downtown project as he has two to three presentations a week to different organizations such as the Kansas City Civics Council. Lastly, he thanked Ms. Dana Sambol, Executive Administrative Assistant to the President and Vice President of Strategic Initiatives and Outreach, for her stellar support in the President's Office. With the added projects in both the President's Office and Strategic Initiatives and Outreach, Ms. Sambol has decided to move full time into supporting the Strategic Initiatives and Outreach office. To serve as full-time Executive Administrative Assistant to the President is Ms. Sheryl Brownell, who will begin at KCKCC on Tuesday, March 30th.

Trustee Ash made the motion to accept the report. Trustee Brown seconded the motion.
The Motion Carried.

12. **Vice President Academic Affairs Report:** Chair Daniels called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope, Interim VPAA, highlighted the following items from the Board report – HLC has approved a new KCKCC education site at Lansing Correctional Facility offering the Welding certificate. Interestingly, from February 1st through February 26th, the College has logged 1,245,702 minutes of Zoom sessions from students and faculty which shows there is a lot of online meeting happening. Many thanks to Director of Online Education, Ms. Susan Stuart, who is a member of the Open Education Resources Steering Committee with the Kansas Board of Regents (KBOR). This state-level committee is working to get textbook materials as inexpensive as possible for students in Kansas. For Black History month, there were several virtual events that occurred in celebration to include a lovely display in the Learning Commons done by Ms. Joy Lawrence. In Arts, Communications and Humanities, congratulations to Debate team member, Nathan Newbie who placed 4th in the Penn State Debate Tournament. Kudos to Professor John Stafford, Associate Professor of Music, who was invited to be a guest conductor in a series of concerts in Carnegie Hall. The English Speakers of Other Languages (ESOL) program will be offering summer classes online, which is a great

opportunity for students to visit their home countries and continue with the learning at a distance. In Career and Technical Education, there are many industry internships highlighted in the report and as one of the College's strategic goals, it is great to see this continue and increase. Mr. Pope was very excited to share that the Culinary Arts students will be providing the food boxes for the Mid America Virtual Hall of Fame and shared the menu. The orders may be picked up at the TEC building. Dr. Tiffany Bohm, Dean of Health Professions, volunteered at the COVID vaccination site on State Avenue and was deemed the Wheelchair Diva while she assisted some of the people there with limited mobility with her physical therapy skills. Professor Chad Marmon, Associate Professor of Accounting, and other from the Accounting department are volunteering for the Volunteer Income Tax Assistance (VITA) program, offering tax preparation services to the community. The Learning Spaces Task Force is in phase III of the classroom remodels which includes lab rooms. Finally, in Social and Behavioral Sciences, one of the instructors in the American Sign Language courses had articles published which Mr. Pope agreed to get to the Board for their review.

13. **Vice President Student Affairs Report:** Chair Daniels called for the Vice President of Student Affairs report. Dr. Delfina Wilson highlighted the following items from the Board report – an update regarding the COVID Relief Funds as of March 1st includes 1,033 student applications received; 669 student applications processed and awarded with more than \$515,000 dollars in grants. The Student Health Services department supporting student athletes in managing the Wyandotte County COVID testing requirements consisting of students needing screening prior to games and random COVID testing during the week. The Student Health Services Blood Drive set a goal of 45 donors and end up with 53 donors. Additionally, Student Health Services is partnering with Instructional Technology Specialist, Ms. Becky Giger to launch a new health care and wellness information educational tool through Blackboard to our students as part of the College's co-curricular assessments. Dr. Wilson shared that in celebration of St. Patrick's Day, the following events will be going on at all KCKCC locations - Leprechaun Scavenger Hunt, free lunch tickets for the Blue Devil Deli, online trivia game and free St. Patrick's Day swag offered. Additionally, in celebration of Women's History month, the Women and Gender Advocacy program through the Counseling and Advocacy department is hosting a virtual workshop on the equal rights amendment and legal protections for women. The workshop, presented by Ms. Erica Benson on Thursday, March 25th is titled, "The Equal Rights Amendment: Why Is It So Important" via Zoom. The Veterans Center is encouraging KCKCC women who are either active members and veterans to get a free lunch and to share a photo of themselves in uniform in celebration of Women's History month. Dr. Wilson invited the College to welcome our new counselor, Ms. Victoria Bell. Lastly, Dr. Wilson announced that this year's graduation ceremony on Thursday, May 13th will be virtual. The ceremony is being produced by an outside company to support the Graduation Committee in creating a memorable experience for our graduates. The amenities include social media filters (Instagram and SnapChat) during graduation to students; virtual tassel change over; uploading pictures and an individual who will announce names during graduation. Congratulation messages to the graduates will be

included as well. After the graduation ceremonies are held, the link will be shared and graduates may search and watch again their time crossing the virtual stage. There will be two virtual graduation ceremonies.

14. **Vice President Strategic Initiatives & Outreach Report:** Chair Daniels called for the Vice President of Strategic Initiatives & Outreach report. Dr. Tami Bartunek highlighted the following items from the Board report – for the Virtual Hall of Fame event, KCKCC staff will be delivering food to sponsors. The menu includes herb roasted chateaubriand served cold and sliced with whipped cream horseradish sauce, cold shrimp cocktail with New Orleans Remoulade sauce, Artichoke and Pasta Primavera tossed with Basil Pesto, Fresh Baked Potato Rolls, Tuxedo Dipped Fresh Strawberries and French Pecan Diamonds Drizzled with Chocolate Gnocchi. Regarding enrollment, Dr. Bartunek explained that the Marketing team is doing hard promotion for the 2nd 8-week courses to include social media and radio. She shared one commercial. Dr. Bartunek commented on the success of the Student Housing Groundbreaking held a few weeks ago. She thanked the trustees for coming and shared a 1-minute video from the event. She added that a Student Housing webpage has been created to keep everyone updated on the progress. The Downtown Project Survey to gather feedback from community about desired programming at the Downtown Community Education Center is now public. As of last Friday, the College received 270 completed surveys. Dr. Bartunek invited the Board members to complete the survey and to share with others. A review of the survey results will be shared at a later date. Dr. Bartunek shared that Mr. Omar Brenes, web Architect, is working to gain multiple editors for the academic webpages. Beta testing for the project will be active shortly with a tentative roll out in fall 2021. Lastly, Dr. Bartunek shared that the Strategic Initiatives and Outreach department is working with the Virtual Graduation Committee and Dr. Wilson to make this year’s graduation a remarkable event.
15. **Chief Financial Officer Report:** Chair Daniels called for the Chief Financial Officer report. Mr. Michael Beach highlighted the following items from the Board report – the FY2022 Budget Process is under way with most departments having made their budget presentations to the President’s Extended Cabinet. He clarified the usage of the HEERF II Funds mentioned by Dr. Wilson are for student relief after December 2020. Mr. Beach reviewed the Monthly Financial Sheet and celebrated, as mentioned by Vice-Chair Criswell, that the College’s cash position is \$9.7 million dollars better than this time last year. Mr. Beach concluded that the College is very high in financial soundness over reporting needs to HLC.
16. **Chief Human Resources Officer Report:** Chair Daniels called for the Chief Human Resources Officer report. Ms. Christina McGee highlighted from the Board report that the Human Resources department continues to provide support services in the daily matters of the College. She concluded that the most recent Supervisor training was held virtually and hosted 11 trainees which included 5 new supervisors.

17. **Chief Information Officer Report:** Chair Daniels called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report – Media Services has been streaming athletic events and Mr. Pat Kelly, Academic Support Specialist, offers play-by-play announcements for the basketball team; the ALERTUS project for Student Housing is progressing well; new firewalls have been placed for Campus Police at each KCKCC location; the CRM Advise and Self-service Ellucian projects are going as expected and the phone systems now allow for Avaya Call reporting, which will support with service call reporting. Mr. Gabriel was happy to report the service provided by Microsoft includes timely communication in the event of a possible technological threat. Recently, within hours of an alert, the Microsoft customer service representatives were calling to offer support for a potential issue.

Chair Daniels called for a motion to accept all the President’s Cabinet reports. Vice-Chair Criswell made the motion. Trustee McIntyre seconded the motion. **The Motion Carried.**

18. **Unfinished Business:** There was no unfinished business scheduled.

19. **New Business:**

- The course fees for high school students in the Automation Engineer Technology program were presented by Mr. Jerry Pope for approval. He explained for the EXCEL and CTE program the full tool kit may not be needed for a 101-level class, which means a reduction in price from \$1,010.00 to \$100.00 for book and course materials.

Vice-Chair Criswell made the motion to approve the course fees. Trustee Brown seconded the motion. **The Motion Carried.**

- The Auto Collision & Refinishing Technology Certificate(s) program was presented by Mr. Jerry Pope for approval. He shared that the approval is needed due to realignment changes required by KBOR to continue to offer the program.

Trustee Brune made the motion to approve the realignment. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

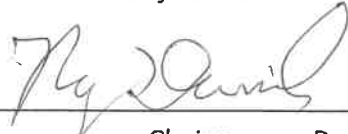
- The following policies were presented by Trustee Linda Hoskins Sutton for approval - Academic Forgiveness; Administrative Leave; Holiday Pay; Sick Leave; Web Content and Editing; Overtime, Holiday and Compensatory Pay.

Vice-Chair Criswell made the motion to approve the policies. Trustee Brune seconded the motion. **The Motion Carried.**

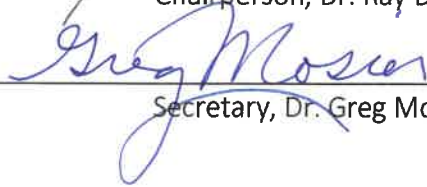
20. **Executive Session(s):** Chair Daniels acknowledged that there were no actions to be taken from the executive sessions for the general meeting.

21. **Adjournment:** Chair Daniels adjourned the meeting at 7:06 p.m.

ATTEST:



Chairperson, Dr. Ray Daniels



Secretary, Dr. Greg Mosier

