



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
April 20, 2021 – 9:00 A.M.**

Meeting Location: Virtual - Zoom Meeting

**CONSENT AGENDA – Item A
Meeting Minutes**

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 9:00 a.m. The Pledge of Allegiance was led by Chairman Ray Daniels.
2. **KCKCC Mission Statement:** Chair Daniels read the College mission statement.
3. **Roll Call:** Indicated the following present – Trustees: Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton. Trustee McIntyre was not present. Chair Daniels called for a moment of silence in honor of the life of Dr. James “Jim” Guglielmino, a beloved community veterinarian and Trustee McIntyre’s husband.
4. **Approval of Agenda:** Trustee Hoskins Sutton made the motion to accept the agenda. Vice-Chair Criswell 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 Dr. Delfina Wilson, Vice President of Student Affairs, to present an update on the Strategic Enrollment Management Plan. Dr. Wilson shared a PowerPoint presentation on the Strategic Enrollment Management (SEM) plan for 2021-2023. She stated that the plan is a living process that will continue to grow and progress with KCKCC. The purpose, framework, guiding principles, the alignment of the SEM plan with the 2020 – 2023 Strategic Plan, Loss/Momentum framework as adapted from the Completion by Design project funded by the Bill & Melinda Gates Foundation and the goals, objectives, priorities and targets of the SEM plan were shared.

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, April 13th – the College continues in a strong financial position standing \$3 million dollars better in cash position than at this time last year. The Board Finance Committee monitors the impact of COVID expenses as well as plan strategies to combat financial disparity and state budget cuts. Vice-Chair Criswell shared that the Student Housing contracts are now in place and the land clearing of the building began on April 13th. Lastly, she added that the COVID-19 Relief financials include the amount of \$930,000 dollars for students in fall 2021 and with the addition of the College Promise Act enacted will be further increased by \$1,200 dollars per full-time student for college.

With no questions, Chair Daniels moved to the next item on the agenda.

9. **Consent Agenda:** Chair Daniels called for a motion to accept the Consent Agenda. Vice-Chair Criswell made a motion. Trustee Ash seconded the motion. **The Motion Carried.**
10. **Student Senate Report:** Chair Daniels announced that there would be no Student Senate report.
11. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier began his report by introducing Ms. Sheryl Brownell, the new Executive Administrative Assistant to the President. He announced that the Lady Blue Devils basketball team were playing in the National Championship tournament simultaneously with the Board meeting, so he would be rooting the ladies on and keeping the Board updated on the score. Dr. Mosier was happy to announce that the COVID incidents at the KCKCC campuses had reduced significantly with 17 total incidents for students (7-COVID positives, 10-self-quarantined) and 5 total incidents for staff (1-COVID positive, 4-self-quarantined). The latest updated to the Blue Devil Comeback Plan has allowed appliance use in the breakrooms and will allow the use of vending machines. There will still be no gatherings in these areas.

Dr. Mosier announced that Faculty Contract Negotiations have begun and gave a brief overview of the interest-based bargaining process, shared the goals, ground rules and schedule for the collective bargaining group. He shared information about the Kansas College Promise Act to include the requirements for qualification for free college for students.

Dr. Mosier celebrated the excellent achievements of the student athletes, KCKCC Debate team, KCKCC Music department and congratulated the student athletes for stellar records while maintaining a 3.0 GPA. He added that the Annual Hall of Fame Luncheon would occur on Friday, Apr. 23rd and announced the inductees – Mr. Alan Hoskins, Ms. Maxine Drew, Ms. Mary Ann Flunder (posthumously); Ms. Pam Louis-Walden; and the

Leavenworth Public Schools Education Foundation. Dr. Mosier shared the menu for the event. The fundraising goal was \$80,000 dollars and so far, had been exceeded by \$15,000 dollars with thanks to some grand donations from Security Bank of Kansas City, Conco Construction and other sponsors.

Chair Daniels acknowledged the KCKCC Culinary Arts program for winning the 2021 American Technical Education Association (ATEA) Outstanding Technical Program Award.

With no additional comments, Vice-Chair Criswell made the motion to accept the report. Trustee Ash 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 – the Academic Support and Assessment department launched the “We Care” Program from which was donated more than 410 items to Blue’s Kitchen to support our students.

On April 15th, Mr. Jim Mair played the national anthem for Canada at the Kauffman Stadium for the Kansas City Royals/Toronto Blue Jays baseball game. On June 23rd, Associate Professor of Music John Stafford will be conducting a piece at Carnegie Stadium. The piece he will conduct was written by Dr. Justin Binek, Assistant Professor of Music. Mr. Pope continued Dr. Spencer Houston had an article published in the Journal of the American Liszt Society. As mentioned by Chair Daniels, the Culinary Arts program received the 2021 Outstanding Technical Program Award from the American Technical Education Association (ATEA). Adjunct Professor, Mr. Mike Rollen recently received a \$25,000 grant to help address the issue of fresh produce in the community.

The Nursing department participated in ACEN Mock interviews on preparation of their onsite visit. For the first time, the program will be able to apply for a larger NCLEX grant as a result to the increases pass rates. The Fire Science program received a new flagpole from Chief Wood and the KCK Fire Department. Mr. Pope was happy to announce that there will be an in person pinning ceremony for the Nursing and Physical Therapy Assistant (PTA) graduates this year.

The Math, Science, and Business Technology department is working with Merchant McIntyre on grant proposals. Professor Teri Huggins was selected as the recipient for the Accreditation Council for Business Schools and Programs (ACBSP) Region 5 Associate Degree Teaching Excellence Award. As promised in last month’s meeting, Mr. Pope shared the articles that were published by Dr. Ronald Malcolm. He concluded his report with Professor of Economics, Dr. Andres Cantillo being invited to give a virtual presentation to the faculty of the Economics department at the National University Mayor de San Marcos in Lima, Peru.

Trustee Hoskins Sutton made the motion to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

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 – To date, the College has provided COVID Relief Funds to 971 students in the amount of \$652,000. There are many students who are eligible but have not applied, so the College will continue to offer the grants. The HEERF II Funds application for this summer will open on Monday, May 3rd through Tuesday, June 15th. Dr. Wilson was happy to announce that there will be more than 700 students graduating in the upcoming Virtual graduation May 13th.

The student Community College Survey of Student Engagement has been emailed to students for their feedback. As mentioned by Dr. Mosier, the Lady Blue Devils basketball team are competing at the National Championship Tournament this week. Dr. Wilson acknowledged and thanked the cochairs of the SEM plan, Dr. Shawn Derritt, Dr. Tina Church-Lewandowski, and Dr. Ed Kremer. Lastly, Dr. Wilson celebrated Ms. Electra Arzola, Executive Assistant to the Chief Human Resources Officer, for sharing her story and being awarded the American Association of University Women Reentry Woman Scholarship.

Vice-Chair Criswell made the motion to accept the report. Trustee Ash 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. Dr. Tami Bartunek highlighted the following items from the Board report – new signage has been installed at the KCKCC - Pioneer Career Center! Dr. Greg Mosier may be found on the front page of Leavenworth Times in a story highlighting the Leavenworth Public Schools Education Foundation’s Inspire Scholarship Fundraiser. Dr. Bartunek shared additional feedback requested by the Board regarding the digital survey for community feedback for the KCKCC Downtown Project. She shared that the community has a great desire for healthcare, health and wellness services, financial literacy, childcare and parenting education services.

Dr. Bartunek announced that the Marketing department is launching a new campaign through Spotify, “KCKCC Listening Lists,” and shared some songs from the first list titled, “Summer Fun.” Other lists include “Study Session” and “Graduation Party” and will be shared via social media outlets. Associate Professor John Stafford and the Standard jazz ensemble were asked to use their recording of the National Anthem for the ARCA Menards Race at the Kansas Speedway on Saturday, May 1st.

The Marketing department has a new billboard on I-70 promoting summer COVID Relief grants available the students. Dr. Bartunek concluded her report by sharing that the link

to register for the Hall of Fame virtual event is on the KCKCC homepage for anyone wanting to register to attend.

Trustee Hoskins Sutton thanked Dr. Bartunek for the series of shout-outs to the local high school graduating seniors that KCKCC is doing.

Vice-Chair Criswell asked if there would be additional surveys for the community for the Downtown project. Dr. Bartunek answered that there would be a series of surveys and agreed to send the current survey to the Board members.

Vice-Chair Criswell made the motion to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

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 in progress and on time with the budget calendar. He thanked the budget managers and deans for their great work.

Mr. Beach announced that the College has secured permits and signed contracts for the Student Housing project. He was happy to share that the lots are being cleared off to begin the build. The College received the first draw for HEERF funds on Tuesday, Apr. 27th and the funds must be spent for COVID expenses by January 31, 2022. The emergency relief funds are helping the College with financial losses and one-time expenses related to COVID. The bookstore continues to do well with its adoptions processes to support students with getting their books and are assisting with graduation efforts.

Mr. Beach noted the many projects that the Facilities crews are working on. He noted that the College Police continue to do a great job in keeping our campuses safe and celebrated two officers who will be graduating from the police academy in June. Lastly, Mr. Beach shared a brief overview of the Monthly Financial Report Summary.

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

16. **Chief Human Resources Officer Report:** Chair Daniels called for the Chief Human Resources Officer report. Ms. Christina McGee highlighted the following items from the Board report – the HR department is with the Business Office to update payroll and benefits functionality in the self-service system. HR is also uploading training programs to the Knowledge City platform to include supervisor and compliance training.

The Annual Employee Recognition program will be live for all to view on Wednesday, May 12th. The Noel Levitz Employee Satisfaction Survey was sent to all employees on Monday, April 19th. Lastly, Ms. McGee was happy to share that the College's ratings from the new employee and exit surveys from last quarter to present have seen a slight increase in approval.

Trustee Brown made the motion to accept the report. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

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 – the Information Services department continues to work with several other departments on the Self-Service platform. The RFP/RFQ process update is currently in testing mode to work out any challenges before it becomes our new way of processing RFPs/RFQs.

Mr. Gabriel noted the incident last month that occurred in the Park Hill School District where they were hit with ransomware on a Sunday and had to cancel school Monday and Tuesday. In response to this incident, KCKCC is looking into processes, additions and improvements to be made to keep the College safe. KCKCC is coming up with a list of things to do and preventative measures to put in place. It may seem to complicate the processes we have but we are really seeking to keep the College safe.

Trustee Brune and Dr. Mosier both thanked Mr. Gabriel for his commitment to the difficult work of maintaining network security for the College.

Trustee Brune made the motion to accept the report. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

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

19. **New Business:** Trustee Hoskins Sutton presented the following policies to the Board for approval - Academic Standing, Grade Appeal, Grants Management, Independent Study, and Minors on College Property.

Ms. McGee added that the policy procedures for the Grade Appeal and Independent Study policies were included for the Board to review.

Trustee Brune made the motion to approve the policies. Trustee Ash 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 thanked everyone for their contributions to the meeting and called for a motion to adjourn the meeting. Vice-Chair Criswell made the motion. Trustee Ash seconded the motion. The Motion Carried.

The meeting of the Board of Trustees adjourned at **10:58 a.m.**

ATTEST: 

Chairperson, Dr. Ray Daniels



Secretary, Dr. Greg Mosier

