



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
June 15, 2021 – 5:00 P.M.**

Meeting Location: Hybrid – KCKCC-Main Campus in Upper Jewell and Zoom Meeting

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairman Ray Daniels called the meeting to order at 5:00 p.m. The Pledge of Allegiance was led by Trustee Linda Hoskins Sutton.
2. **KCKCC Mission Statement:** Chair Daniels read the College mission statement.
3. **Roll Call:** Indicated the following trustees present – Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton and McIntyre. All members present.
4. **Approval of Agenda:** Trustee Hoskins Sutton made the motion to accept the agenda. Trustee McIntyre seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** Chair Daniels invited the community to address the Board via Zoom or in-person. Mr. Murrel Bland, from 8311 Garfield Avenue, Kansas City, Kansas, 66112, addressed the Board as the Executive Director of Business West, Inc. He requested that the College seek ways to maintain operations without an increase to the mill levy in Wyandotte County.
6. **Recognitions/Presentations:** Chair Daniels invited Ms. Shai Perry, Coordinator of the KCKCC Art Gallery, and Ms. Lydia Knopp, Creative Director at Tico Productions to present on the upcoming KCKCC Historical Mural Project. Ms. Perry and Ms. Knopp shared a PowerPoint presentation that showed preliminary images of the mural, detailed the research and work happening to create the mural and the collaborative community effort in ensuring the mural is inclusive of Wyandotte County's past, present and future.
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 shared a general overview of the detailed Monthly Financial Statement as discussed in their meeting on Tuesday, June 8th. Her update included key financial items regarding the College's cash position and the positive management of funds to the College from state and federal sources.
 - On behalf of the Board's Community Engagement Committee, Trustee McIntyre shared insights gained from a review of the community survey about the Downtown project by Dr. Tami Bartunek during their meeting on Tuesday, June 8th. She emphasized the Board's desire to ensure that the needs of the community are met by the services provided at the KCKCC Downtown Community Education Center.
 - From the Kansas Association of Community College Trustees (KACCT), Trustee Ash shared details from the presentation and reports given at the Quarterly KACCT meeting held virtually on Saturday, June 5th. He added that the KACCT quarterly meetings would be returning to in-person meetings at Hutchinson Community College in September 2021. Trustee Ash concluded his report with the announcement that the Association of Community College Trustees (ACCT) Leadership Congress will be held in-person in October 2021.
9. **Consent Agenda:** Chair Daniels called for a motion to accept the Consent Agenda. Before the motion was made, Trustee Hoskins Sutton acknowledged Mr. Alan Hoskins, Sports Information Director, for his 38 years of service here at KCKCC. She wished him well in his retirement. Chair Daniels seconded the well wishes on behalf of the Board. Trustee Brown added a happy belated birthday wish for Mr. Hoskins as well.

Trustee Ash made a motion. Trustee Brown seconded the motion. **The Motion Carried.**

10. **Student Senate Report:** Chair Daniels announced that there would be no Student Senate report due to summer break.
11. **President's Report:** Chair Daniels called for the President's report. Dr. Mosier began his report with a celebration of the Board's return to hybrid meetings since October 2020. Chair Daniels congratulated Dr. Mosier and the administration team for the tremendous job they did to get the College through the COVID-19 pandemic. Dr. Mosier answered that he was happy to announce that the COVID-19 incident report for KCKCC continues to improve with this month having zero student incidents and only five employee COVID incidents. He shared that the College instituted an attestation form for students and employees to self-identify their COVID-19 vaccination status – to date, 208 employees and 72 students at KCKCC have self-declared their vaccination.

Dr. Mosier continued with an update about the Kansas Promise Act. The Kansas Board of Regents (KBOR) meets tomorrow to finalize the responsibilities of each body (KBOR,

community colleges and technical institutions). The community college presidents sent a letter to KBOR last week for consideration which detailed their position on the responsibilities. Dr. Mosier expects that the outcome will be favorable and applauded the great opportunity that the Kansas Promise Act offers Kansas residents to receive high-quality education and training and the potential to have great paying jobs and careers.

Dr. Mosier shared about the Lansing Career Campus Coalition. The aim for this initiative of the Kansas Department of Corrections is to physically build an instructional facility at the Lansing Correctional Facility, with different educational entities (St. Mary's, Donnelly, and KCKCC) providing a variety of programs for inmates who will be processing out in the near future. KCKCC will be offering the Welding program in connection with the Second Chance Pell Grant, which provides financial aid to incarcerated individuals. With this partnership, KCKCC seeks to meet the needs of the Wyandotte County workforce by training returning citizens with education and skills needed to fill the many positions available.

Dr. Mosier thanked Mr. Doug Bach, Wyandotte County Administrator, for sharing a great recognition opportunity with KCKCC in the Business View Magazine. Wyandotte County, The Unified Government, Wyandotte Economic Development Council (EDC) and other entities will be featured in an upcoming 8 –10-page feature article that will be the lead Public-Sector Feature for the magazine that month.

President's Cabinet will have their annual retreat on Thursday, June 24th and Friday, June 25th focusing on the theme, "Advancing Excellence."

Lastly, Dr. Mosier acknowledged Mr. John Stafford, Associate Professor of Music, and Ms. Risala Allen, Executive Administrative Partner to the President and Board of Trustees who will be inducted into the 2021 Class of Black Achievers of Greater Kansas City Society.

Vice-Chair Criswell made a 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. On behalf of the Board, he congratulated Mr. Jerry Pope on his new role as Vice President of Academic Affairs. Mr. Pope highlighted the following items from the Board report – Congratulations to Dr. Stacy Tucker, Director of Honors Education/Phi Theta Kappa/Service Learning, as a 2020-2021 recipient of the Excellence in Teaching Award from the National Society of Leadership and Success (NSLS).

Congratulations were also extended to Dean Cecelia Brewer and Dr. Cynthia Goudeau, both from the Office of Academic Support and Assessment, who graduated from the Kansas Community College Leadership Institute (KCCLI). Their project was related to virtual study abroad programming and will launch here at KCKCC this summer.

Mr. Shaun Pate led the KCKCC effort to create more accessible content in Blackboard as part of Blackboard Ally's "Fix Your Content" day. In celebration of Global Accessibility Awareness Day, Blackboard Ally encouraged institutions to make as many pieces of course content accessible as possible in a 24-hour period. Through Mr. Pate's efforts, KCKCC finished 10th in the world listings converting almost three-thousand pieces of the content.

Mr. Pope was excited to share that Dr. Justin Binck, Associate Professor of Music, has been chosen as a quarterfinalist for the 2022 GRAMMY Music Educator Award. He provided background information regarding the award.

He continued by highlighting many of the benefits the career and technical education students have gained from the partnerships the College continues to build and strengthen with local businesses and organizations. A few programs mentioned included the Building Engineering and Maintenance Technology program, Automation Engineer Technology program and Heating, Ventilation and Air Conditioning (HVAC) program.

Mr. Pope was happy to share that Kids on Campus has begun with about 125 students enrolled. This year, to manage social distancing for the students, Kids on Campus has partnered with many community businesses and organizations to accommodate the students with community field trips.

He congratulated Ms. Dara Canady, Client Account Specialist, and Ms. Donna Shawn, Director of Technical Education Center, for the receipt of a grant from Bank of America in the amount of \$50,000. The funds will be used to outfit the new Welding program.

Mr. Pope was excited to share that the Health Professions division was able to host 2 in-person pinning ceremonies – one for the Physical Therapy Assistants and one for the Nursing graduates.

He shared that three years ago, under the direction of Dr. Ed Kremer, Dean of Math Science and Business Technology, KCKCC began offering a Biomanufacturing Certificate at the USD 500 North Central Office. This year, Mr. Pope was elated to announce that the College has 14 graduates. There are plans to bring the certificate to KCKCC - Main Campus for post-secondary students.

Mr. Pope concluded his report with the announcement that Garmin International approached Dr. Ross Stites, Associate Professor in the Math Science and Business Technology department, to teach an Electronics lab at Piper High School. He asked the Board for any questions regarding his report.

Trustee Brown made a motion to accept the report. Vice-Chair Criswell 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 – She began with the announcement that the latest updates for the Blue Devil Comeback Plan have been completed for employees and students. To continue to keep our campus community safe, the plan has been posted online, new signage has been posted and Attestation Forms for staff, faculty and student who desire to participate in small group events on campus.

Dr. Wilson shared that the last day to submit summer applications for the COVID Relief grants was June 15th. The awards would begin to be distributed tomorrow June 16th. She announced that almost \$400,000 dollars in COVID Relief funds were distributed directly to students in the spring 2021 semester. COVID Relief funds will also be available in the summer and fall 2021 semesters.

Dr. Wilson continued by reporting that enrollment is improving with the College being around 2% lower in enrollment than during this time in 2019. She added that the Student Success Center is working hard to get students enrolled. The Kansas Promise Act scholarship is expected to be signed into law on July 1st and the College is working on processes in preparation to receive new students.

Dr. Wilson highlighted several events that met Goal 1 of the College's Strategic Enrollment Plan, "to support the Academic Master Plan and the College's Strategic Plan," to include a Mobile Food Unit; WYCO Health COVID-19 Vaccinations; Increased accessibility in Blue's Kitchen Cabinet; Laptop rentals from the Information Services department; participation in K-State University's virtual Latino College Fair; Recognition of student accomplishments such as the annual Student Athlete Awards ceremony; three students selected for AAUW scholarships and the Military and Veterans Center To-Go Luncheon for service members.

Dr. Wilson was happy to announce the return of Dr. Stephen Terry, Dean of Enrollment Services. She thanked Dr. Tina Church-Lewandowski for her dedication and commitment as interim while Dr. Terry was away.

Lastly, Dr. Wilson was proud to announce that the Outstanding Staff Member of the Year Award was earned by someone in the Student Affairs division, Ms. Kimberly Taylor, Site Coordinator at KCKCC – PCC.

Vice-Chair Criswell made a motion to accept the report. Trustee Hoskins Sutton 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 – She welcomed new KCKCC – Downtown Community Education Center’s President’s Advisory Council members, Swope Health.

Dr. Bartunek revisited many of the great accomplishments of the Strategic Initiatives & Outreach division to include – the partnership with the Wyandotte County Economic Development Council to create a workforce mailer in promotion of the educational training and jobs available in Wyandotte County; partnership with USD 500 in the “Enough Is Enough” Blue Ribbon Project to support the curbing of violence in Wyandotte County; and partnering with the KCK Chamber of Commerce in the continued promotion of education opportunities ongoing.

Dr. Bartunek was excited to announce the launching of a new commercial for KCKCC to be aired on Channel 38 (KSHB) during the opening ceremony of the 2021 Olympics. She also shared that the Kansas Promise website is ready for launch once it has been finalized and added that Mr. Matt Fowler, Web Designer, has been instrumental in this project.

Dr. Bartunek continued with the Wyandotte County Fair, which begins on Tuesday, July 13th. There will be a number of notable performances, vendors and events. She announced that Friday, July 16th is KCKCC night.

KCKCC is a participating in the “Back to School” Fair this year, which will be held at the old Kmart location at 7836 State Avenue, Kansas City, KS. During the fair, families and children will be able to receive the COVID-19 vaccines and other immunizations in preparation for school as well as other key items such as school supplies and a food box.

Dr. Bartunek shared two videos created by Mr. Fowler featuring time-lapsed footage of the Student Housing Project being built. These videos are being shared on KCKCC social media platforms. She continued that Mr. Omar Brenes, Web Architect, has been working with different departments to make the website editor more user-friendly in supporting departments in making edits. Additionally, Mr. Fowler has moved the links to apply to a more visible space on the degree program pages to make application to the College easier.

Dr. Bartunek concluded her report with a huge shout out to the Print Shop for their support in getting the new COVID-19 guidance documents completed for distribution across the KCKCC locations.

Trustee Hoskins Sutton made a motion to accept the report. Vice-Chair Criswell 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

budgeting process continues on schedule and the Strategic Priorities process is ahead of schedule. The drafted operating budget with planned reserves has been presented to the Board for review and a series of processes have begun in efforts to get the financials wrapped up for this fiscal year.

Mr. Beach shared that it was great to see the progress of the Student Housing building. He added that the Nature Trail, as part of the Ambient Learning Spaces project being led by Ms. Shai Perry, has had brush cut back, reconstruction of an outdoor classroom, gravel added to the trail, an expansion of the trail in the works, weather-proofed placards to explain plants along the trail; and there are plans for the oldest tree in the KC area, which is being preserved on campus and marked to align the rings of the tree with the historical mural inside of the College. Additionally, Science lab spaces are being updated with the expected completion date of fall 2021.

Mr. Beach thanked Mr. Joseph Starkey who has stepped in as interim supervisor to lead the bookstore through annual inventory. He shared that the Facility Services team has many projects in progress. The College Police department are currently updating the door and security access point system.

Mr. Beach concluded his report by stating from a financial standpoint, the College is in good shape despite COVID and shared that all funds put into reserves are very much needed for long-term planning and large-scale projects. He shared details from the Monthly Financial Summary.

Trustee Ash made a motion to accept the report. Vice-Chair Criswell 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 Human Resources office over the past month has been fielding inquiries about part-time employment, benefits and connecting overall with employees about hiring practices. The department has worked with Web Services to update the “Policies and Procedures” webpage for ease of use.

Ms. McGee added that she has been working on a committee with President’s Cabinet, Staff Senate and Faculty on a “work from home” procedure as a result of feedback received from employees requesting a work from home procedure in their departments. She concluded her report with the continuation of the updating of the HRIS and Payroll systems.

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

17. Chief Information Officer Report: Chair Daniels called for the Chief Information Officer report. Mr. James Bennett, Director of Computing Services, on behalf of Mr. Peter Gabriel, highlighted the following items from the Board report – he thanked Information Services for the support provided to students over the last year with the laptop rentals. He shared that the department was currently busy with laptop returns, having received, wiped and reimaged 220 laptops to date. There are currently 81 laptops checked out for the summer semester. The devices are due back on Thursday, July 22nd.

Mr. Bennett concluded the report by sharing that the Information Services department is working to get all laptops reimaged, returned to carts and returned to classrooms in preparation for the fall 2021 semester.

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

18. Unfinished Business:

- Chair Daniels invited Trustee Hoskins Sutton to present the Vacation policy for approval. Trustee Hoskins Sutton thanked everyone who met to discuss changes for the Vacation Policy. She mentioned that the President of Staff Senate, Ms. Faith Moody, on behalf of Staff Senate, was grateful to the Board for listening to their concerns. Trustee Hoskins Sutton read the recommendation for current part-time employees to be grandfathered into the current vacation policy by the Board Policy Committee.

Chair Daniels asked if there were any questions. Hearing none, he called for a motion to approve the Vacation Policy with the new recommended language. Vice-Chair Criswell made a motion to accept the report. Trustee McIntyre seconded the motion.
The Motion Carried.

- Chair Daniels invited Dr. Mosier to present the resolution for the Approval of Final Action on Non-renewal of Contract of Employment. Dr. Mosier read the resolution of the Final Action of Nonrenewal of Mr. Randy Rickermann. Chair Daniels called for a motion to accept the reading of the resolution. Trustee Brown made the motion. Trustee Hoskins Sutton seconded the motion.
The Motion Carried.

Chair Daniels asked for any discussion regarding the resolution. Hearing none, he announced that the Board would conduct a roll call vote. The Board's vote for the resolution was as follows:

Aye – Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton, McIntyre (7 members)
Nay – (0 members).

Chair Daniels announced that the resolution passed with a vote of 7 to zero.

19. **New Business:**

- Chair Daniels invited Mr. Beach to present the Engagement of Novak Burks as KCKCC's Audit Firm for the Annual Audits for FY2021 for approval. Mr. Beach shared that Novak Burks was a good fit for KCKCC for the following reasons: competitive fees, high-quality work and great knowledge of the College and our quality controls, especially to support the college to navigate the additional federal funds of for COVID relief.

Chair Daniels asked for any comments or questions. Hearing none, he called for a motion to approve the engagement of Novak Burks. Vice-Chair Criswell made a motion. Trustee McIntyre seconded the motion. **The Motion Carried.**

- Chair Daniels invited Dr. Mosier to lead the discussion of Senate Bill 13 and the August 2021 Board Meeting. Dr. Mosier began by sharing that the Revenue Neutral Rate does not plan to raise the mill levy. Senate Bill 13 (SB13) will require additional bills and at additional times. In consideration of this, Dr. Mosier recommended the Board have a special session on Tuesday, July 13th, following the Finance Committee meeting to finalize the budget. Once completed, the College will notify the county clerk's office on July 14th to meet the July 15th deadline. Additionally, he recommended that the August 2021 General Board meeting be moved to Tuesday, August 17th from the current date of Tuesday, August 10th.

Chair Daniels called for a motion to approve the special meeting on Tuesday, July 13th and move the August 10th meeting to August 17th. Trustee Brown made a motion. Vice-Chair Criswell 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. Trustee Ash made the motion. Vice-Chair Criswell seconded the motion. **The Motion Carried.**

The meeting of the Board of Trustees adjourned at **6:58 p.m.**

ATTEST:



Chairperson, Dr. Ray Daniels



Secretary, Dr. Greg Mosier

