



**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  
July 21, 2022 – 5:00 P.M.**

**CONSENT AGENDA – Item A**  
**Meeting Minutes**

1. **Call to Order & Pledge of Allegiance:** Chairwoman Evelyn Criswell called the meeting to order at 5:05 p.m. in the Upper Jewell Lounge at KCKCC – Main Campus and in the KCKCC Zoom meeting platform on Thursday, July 21, 2022. The Pledge of Allegiance was led by Trustee Brad Isnard.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Indicated the following trustees present – Ash, Brown, Brune, Criswell, Daniels, Hoskins Sutton and Isnard. All trustees were present.
4. **Approval of Agenda:** Chair Criswell called for a motion to approve the agenda and asked Dr. Mosier for any amendments to the agenda. Dr. Mosier requested the following amendments be added to the agenda as Unfinished Business items –
  - Discussion on Mill Levy Rates. Presented by Board Finance Committee Chair, Ms. Patricia Brune.

Trustee Brown made the motion to approve the agenda as amended. Trustee Ash seconded the motion. **The Motion Carried.**

5. **Audience to Patrons and Petitioners:** Chair Criswell opened the floor for any patrons or petitioners to address the Board. There were no patrons or petitioners to address the Board.
6. **Recognitions/Presentations:** Chair Criswell invited Ms. Susan Stuart, Director of Online Education, to present on the Online Accessibility at KCKCC. Ms. Stuart shared a PowerPoint presentation that expressed the mantra, goals, and tools used by Online Education to ensure the accessibility of online content at KCKCC. Additionally, progress

and data are provided in the monthly Academic Affairs report. Ms. Stuart concluded the presentation by sharing the Online Education department offers training to all departments offering online content.

The Board commended Ms. Stuart and the Online Education department on the excellent work they are completing.

7. **Communications:** There were no communications scheduled.
8. **Board Committee Reports –**
  - Trustee Hoskins Sutton shared regarding the KACCT report that she and Trustee Ash would be attending in person the upcoming KACCT Quarterly meeting on August 26<sup>th</sup> and 27<sup>th</sup> in Ft. Scott, KS.
  - On behalf of the Board Finance Committee (BFC), Vice-Chair Brune shared the following from their meeting on Monday, July 11<sup>th</sup> – the College received the June property tax levy from the Unified Government with an increase to \$10.6 million. This shows that the value of the property in Wyandotte County is going up. The year-to-date operating cash was \$21.1 million higher compared to this time last year mostly due to COVID funding received for the losses incurred. As a complement to the faculty and staff at KCKCC and their efforts in using the zero-based budgeting model, the College has a \$9.28 million savings in expenses and programming.
  - On behalf of the Board’s Community Engagement Committee (BCEC), Trustee Brown shared their group has contacted neighborhood group agencies and plans to present how best to connect and engage with the committee to discuss and meet community needs. The BCEC has recommendations to share with Dr. Mosier and looks forward to making continued progress.
9. **Consent Agenda: Isnard/Brune:** Chair Criswell asked for any questions, concerns, or additions to the Board Agenda. Trustee Daniels shared the special meeting minutes for July 11<sup>th</sup> are missing the Board’s motion and approval to publish the Notice for the Hearing to Exceed the Revenue Neutral Rate add the Budget Hearing.

Trustee Isnard made the motion to approve the consent agenda as amended. Vice-Chair Brune seconded the motion. **The Motion Carried.**

10. **Student Senate Report:** There was no report from Student Senate due to Summer Break.
11. **President’s Report:** Chair Criswell called for the President’s report. Dr. Greg Mosier reported the following -
  - COVID-19 Update – For students, there were 4 COVID incidents, all of which were COVID positives; there were no close contacts for students. For employees, there

were 7 COVID incidents, with 6 testing COVID positive and 1 employee being in close contact. The College will keep a close watch on the local data and amend protocols as needed to ensure the safety of the college community.

- Shared the HLC hearing with the Institutional Actions Council (IAC) went very well due to the excellent presentation of Dr. Cynthia Goudeau, Director of Assessment, and Mr. Jerry Pope, Vice President of Academic Affairs. KCKCC was also very well supported by the HLC Site Visit Chair, Dr. Austin.
- Student Housing Update – The Centennial Hall Ribbon-Cutting ceremony and the unveiling of the Ascension sculpture went well. Dr. Mosier extended many thanks to those who helped to support the success of that day. He shared that the building is not quite finished due to supply chain delays. The following items will be in progress at Centennial Hall on the temporary occupancy permit date of July 28<sup>th</sup> – parking to include paving and marking; the north parking lot will serve as temporary parking; concrete curbs and gutters; irrigation and lighting; handrails at the amphitheater and fire lane; the electronic swipe card readers for the building and rooms are delayed until January 2023, traditional locks will be temporarily installed; wall tile in one of the public restrooms; laundry equipment, temporary laundry equipment will be installed. Conco Construction is working hard to get us temporary solutions for our student residents.
- Announced KCKCC’s partnership with JCCC to meet the training needs for the 4,000 jobs being brought by Panasonic North America which is building the largest battery manufacturing facilities in the U.S. in Johnson County. This opportunity is in addition to training opportunities from Hills Pet Food Company.
- KCCLI Update – KCKCC has 4 participants in the Kansas Community College Leadership training program this year: Kathy Ebling, Jeremiah McCluney, Lesley Stroschein, and Amanda Williams. The College will also serve as a host for the training offered for the KCCLI students in October 2022.
- Announced the College will begin collaborations on the new strategic plan discussions at Fall Convocation on August 8<sup>th</sup>.
- Shared he will be participating on a panel at the Education Summit 2022 presented by the Global Alliance for the Education of Nations on Saturday, August 13<sup>th</sup>.
- Shared the Board Retreat documentation will be going out this coming week in preparation for the Saturday, August 6<sup>th</sup> retreat.
- Concluded his report wishing Dr. Tami Bartunek and Ms. Risala Allen well as they move on to great adventures.

Dr. Mosier asked the Board for any questions or comments. Hearing none, Chair Criswell called for a motion to accept the President’s report. Trustee Ash made the motion. Vice-Chair Brune seconded the motion. **The Motion Carried.**

12. **Vice President Academic Affairs Report:** Chair Criswell called for the Vice President of Academic Affairs (VPAA) report. Mr. Jerry Pope highlighted the following items from the report –

- Shared the HLC IAC Hearing on Tuesday, July 19<sup>th</sup> went very well as mentioned by Dr. Mosier. The chair of the Site Visit team had great feedback about the findings during the visit and expressed that she felt confident KCKCC would meet the requirements to be released from probation. The recommendation from the IAC will go to the HLC Board for review at their November 2022 meeting. We expect to learn the outcome in November.
- Thanked Mr. Tom Grady, Faculty Director of the Center for Teaching Excellence (CTE), for the in-depth report on the activity and offerings from the CTE. Trustee Daniels commented that the data shared shows the great work and huge impact the center is having and extend kudos on behalf of the Board.
- Continued sharing the Music department gave a brilliant performance at Carnegie Hall in June. Added that KCKCC alumni will be performing in a guest choir for the Grammy award-winning artist, Josh Groban, at Starlight Theater.
- Announced the Theater department will be partnering with the Coterie Theater and other local theaters on performances.
- Career and Technical Education Update – CTE students participated in the National Leadership & Skills Conference in Atlanta, GA, where 3 of our students won gold and 1 won silver medals in their respective events.
- Health Professions Update – the second quarter pass rates for the Mortuary Science program where KCKCC had a 100 percent pass rate. The national average is 68 percent. Additionally, the national averages for the subcategories were all higher than the national averages. Extended kudos to Dr. Tiffany Bohm and the program. Mr. Pope concluded his report sharing that the Medical Assistant program worked with Harvesters and Prime Healthcare to distribute 196,529 pounds of food. He asked the Board for any questions.

Hearing none, Trustee Hoskins Sutton made a motion to accept the VPAA report. Trustee Isnard seconded the motion. **The Motion Carried.**

**13. Vice President Student Affairs & Enrollment Management Report:** Chair Criswell called for the Vice President of Student Affairs & Enrollment Management (VPSAEM) report. Dr. Chris Meiers highlighted the following items from the report –

- Shared the SAEM division is preparing for the upcoming school year and engaged in division planning for aligning with the College’s strategic plan.
- Enrollment Update – numbers are holding steady for fall 2022. The summer enrollment numbers are indicated in the turning around after COVID and unemployment rates being so low.

- Assisting Marketing and Outreach in getting the word out to students about getting enrolled in programs at KCKCC.
- Shared very pleased by the results from the Student Satisfaction Inventory (SSI) the College conducted. Happy to share that KCKCC improved with its overall rating compared to peer colleges.
- Student Housing Update – There are currently 210 rooms assigned with 21 housing apps awaiting review. The College anticipates 220-230 beds in Centennial Hall to be occupied this year.
- Announced the Athletics department had over 30 student-athletes receive academic all-honors this year.

Dr. Meier's asked the Board for questions. Trustee Isnard asked why the Pell Grant eligibility was lower this year. Dr. Meiers answered it was mostly the impact of COVID-19. He added the SAEM division is working to make sure students understand eligibility requirements supporting them in finding value in education.

Trustee Isnard made a motion to accept the VPSAEM report. Trustee Ash seconded the motion. **The Motion Carried.**

14. **Vice President Strategic Initiatives & Outreach Report:** Chair Criswell called for the Vice President of Strategic Initiatives & Outreach report. Ms. Kristy Green, Executive Director of Marketing, presented on behalf of Dr. Tami Bartunek and highlighted the following items from the report –

- Excited to share from the Wyandotte County Fair that about 250-300 people stopped by the table on KCKCC night. There was great interaction with KCKCC alumni and excited to see the outcomes of the evening.
- Facilitated video recordings of Ms. Rita Blitt and looking to share the footage used in projects soon.
- Designed and edited the reports for the July 2022 Strategic Plan and Annual Report.
- Shared that the KCKCC social media presence remains strong throughout the summer.
- Excited to continue to empower more employees in updating web content.

Trustee Brown made a motion to accept the VPSIO report. Trustee Daniels seconded the motion. **The Motion Carried.**

15. **Chief Financial Officer Report:** Chair Criswell called for the Chief Financial Officer report. Ms. Lesley Strohschein, the Controller, highlighted the following items from the Board report –

- Shared the Notice of Intent to Exceed the Revenue Neutral Rate has been submitted to the Unified Government.
- The Fiscal Year 2023 Budget document will be published in the Wyandotte Echo newspaper and go through two news cycles to alert the community of the upcoming budget hearing in August.
- The Business Office is working to close the fiscal ledger in preparation for the auditor's visit in September.
- The physical inventory has been completed by the KCKCC Bookstore.
- The College has signed the contract with Elevate Bar and Grill to provide food services for our Main Campus and TEC locations.
- Central Scheduling facilitated 378 campus-related activities and 21 community requests past month.
- Facility Service completed painting the front lots and the move out from Royal Ridge Apartments.
- College Police completed interviews and has made a few offers to candidates. Additionally, College Police continues preparations for upgrading campus safety and security.
- Monthly Financial Report - KCKCC came in at 10.83% under our expected expenses this month for the year with \$6.48 million in expenses for the month and \$18 million in revenues, largely due to that tax receipt. The tax receipt was \$16.7 million for this month. Our total assets are \$138 million and that's an increase of \$10.6 million, because our revenues this month exceed our expenses which can be a little tricky at the end of the year, as people try to finish up all their purchase orders. The College's liabilities for the month decreased by \$666,000 to \$46 million due to the timing of our payables and the receipt of the deferred revenue for fall enrollment.

Vice-Chair Brune made a motion to accept the CFO report. Trustee Ash seconded the motion. The Motion Carried.

16. **Chief Human Resources Officer Report:** Chair Criswell called for the Chief Human Resources Officer report. Ms. Christina McGee highlighted the following items from the Board report –

- Data from second quarter new employee and exit interviews -
  - Received lower ratings in communication with new employees; plans to connect with new employees to learn more.
  - Overall, new employees feel the environment is welcoming and joyful; again, better communication is desired as well as flexibility in the work schedule.
  - There are 66 current open positions.

Trustee Daniels asked how the numbers of open positions compare to similar periods in past years. Ms. McGee offered to provide a 3-year comparison for the Board to review. She added that in the current workforce, the number of open positions is not uncommon

Trustee Ash asked where there were more faculty or staff positions open. Ms. McGee answered staff positions. She added that the College is not actively engaged in recruiting at present and is looking to hire a talent acquisition position to assist with these efforts.

- Ms. McGee continued her report sharing there is new training being introduced and there was a supervisor training held today.
- Center for Equity, Inclusion and Multicultural Engagement Update – currently evaluating training options for Diversity, Equity & Inclusion to add to annual mandatory training for employees.

Trustee Ash made a motion to accept the CHRO report. Trustee Isnard seconded the motion. **The Motion Carried.**

17. **Chief Information Officer Report:** Chair Criswell called for the Chief Information Officer report. Mr. Peter Gabriel highlighted the following items from the Board report –
- Thanked Media Services and Facility Services for their support at the Centennial Hall Ribbon Cutting Ceremony on Friday, July 15<sup>th</sup>.
  - Announced the Perceptive Content update is on track to completion in mid-August. The College will move to the new application after the beginning of the fall semester.
  - Shared there has been a delay with the Business Optics project. It is expected to begin before the end of July.
  - Student Laptop Update – this summer there were 63 devices checked out to students. IT is currently awaiting the return of about 20 devices. Thanked Computing Services for their work in getting the devices ready for students for the fall semester. Laptop check-out for fall 2022 semester will begin on Monday, August 8<sup>th</sup>.
  - Mr. Gabriel concluded his report by sharing a story of a student who expressed great appreciation for the service of laptop use. Mr. Gabriel added that providing support to students makes the service worthwhile. He asked the Board for any questions.

Trustee Hoskins Sutton asked about the faculty's usage of Microsoft Bookings for scheduling appointments fall semester office hours. Mr. Gabriel and Mr. Pat Kelly shared the functions of Microsoft Bookings within the Office 365 Suite that allows students to view faculty calendars to schedule appointments. This application includes text message reminders and calendar appointments being sent to all involved.

Trustee Hoskins Sutton made a motion to accept the CIO report. Trustee Ash seconded the motion. **The Motion Carried.**

18. **Unfinished Business:**

- Chair Criswell invited Dr. Mosier to present an update on the 2020-2023 Strategic Plan. Dr. Greg Mosier shared a PowerPoint presentation of feedback over the last 6 months regarding the College’s strategic plan. Shared data relating to each of the priorities, highlighting areas of achievements, goals accomplished, and areas to consider further.
- Chair Criswell invited the Board Finance Committee Chair, Ms. Patricia Brune, to begin the discussion on mill levy rates. BFC Chair Brune asked Dr. Mosier to share a document that showed the costs to the community and the College of 1 mill and ½ mill. The Board discussed the current economic state of the Wyandotte County community and the calculations. The final decision of the Board regarding the mill levy rate will be voted on at the August Board meeting on Tuesday, August 23<sup>rd</sup>.

19. **New Business:**

- Chair Criswell invited to present for approval the Annual Contracts List FY2023. Ms. Strohschein shared that Board would have had the opportunity to review the list from the Board Packet and asked if there were any questions. She added that the items priced at \$25,000 and above would still show up on the Consent Agenda Item B – Recommendations List for the Board to review.

Trustee Ash made a motion to approve the Annual Contracts List FY2023. Trustee Daniels seconded the motion. **The Motion Carried.**

Trustee Ash added, as an addition to the Board Community Engagement Committee (BCEC) report, that the Livable Neighborhoods group and the BCEC are partnering to host the *Night Out Against Crime* event on Tuesday, Aug. 2<sup>nd</sup> at KCKCC – TEC.

20. **Adjournment:** Trustee Ash made a motion to adjourn the meeting. Trustee Brown seconded the motion. **The Motion Carried.**

The meeting of the Board of Trustees adjourned at **6:43 p.m.**

ATTEST: DocuSigned by:  
  
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 Chairperson, Ms. Evelyn Criswell

  
 Secretary, Dr. Greg Mosier