



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
Tuesday, November 14, 2023 – 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. at KCKCC-Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, November 14, 2023. The Pledge of Allegiance was led by Trustee Rosalyn Brown.
2. **KCKCC Mission Statement:** Chair Criswell read the College mission statement.
3. **Roll Call:** Trustees present were Chairwoman Evelyn Criswell, Vice Chair Brad Isnard, Mr. Donald Ash, Ms. Rosalyn Brown, Ms. Pat Brune, Dr. Ray Daniels and Ms. Linda Hoskins Sutton.
4. **Approval of Agenda:** Chair Criswell announced two amendments to the agenda. The first amendment was to add a presentation of Resolutions of Commendation for Trustee Daniels, Trustee Brown and Trustee Brune at the end of the Recognitions and Presentations presented by Mr. Darren Elliott, College Senate President. The second amendment was to add one Executive Session to the end of the meeting for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship for a 7-minute duration. Open Session would take place in Upper Jewell Lounge and in the virtual meeting room. Vice Chair Isnard motioned to approve the agenda as amended. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**
5. **Audience to Patrons and Petitioners:** Chair Criswell invited patrons or petitioners to address the Board. There were no patrons or petitioners online or in the meeting room.
6. **Recognitions/Presentations:**
 - Chair Criswell invited Mr. Chuck Saunders, Automation Engineer Technology - FAME Program Coordinator and Instructor, to present the Academic Affairs Biannual Program

Highlight - Automation Engineer Technology (AET).

- Mr. Jerry Pope, Vice President of Academic Affairs, mentioned AET will be one of KCKCC's flagship programs at the downtown center. Mr. Saunders presented the following –

The AET program helps students gain access to a brighter future in a career that can change their lives and their family trees. Students currently in class are making higher salaries than \$70,000 per year. The program provides hands-on experience with 60% of time in the lab. AET and Federation for Advanced Manufacturing Education (FAME) are intermingled but they are separate. AET teaches the hard skills, the technical skills and how to be a good maintenance technician while FAME teaches the soft skills, the managerial skills and how to be a good maintenance manager 10 years from now.

Post-pandemic this country could not get needed materials and needed to start building materials. The industry now needs people trained. The country is doubling the amount of money spent on new construction projects and doubling the number of new jobs available nationwide. The AET curriculum focuses on providing the advanced skill set of fixing machines versus operating machines. KCKCC teaches students to work on the assembly line to fix the machinery that makes the items. This program delivers 20 plus years of on-the-job training of being in the industry compressed into five semesters. Through the FAME program, students get experience in the classroom two days a week and work with the equipment in a sponsoring facility three days a week. KCKCC's goal is to build a robust pipeline of local talent for employers.

Chair Criswell thanked Mr. Saunders for the excellent presentation and for having the wisdom to include the soft skills aspect within the program.

Trustee Ash asked for clarification of this new model of KCKCC working with the companies that hire individuals and send them to the College to be trained. Mr. Saunders explained there are two pathways - students come to KCKCC as traditional students and enter the AET program or they interview with the local FAME chapter and the employers pick students to be sponsored into the program. Those students go to work three days a week and go to class two days a week. The employers know the curriculum schedule.

Dr. Greg Mosier, President, explained part of the contract the College has with FAME and that FAME has with the students is that FAME-sponsoring companies are required to pay the students a minimum salary at a minimum of 28 hours a week with most of the companies choosing to pay 40 hours a week so a company can secure that student at the beginning of the program. The students are getting paid to come to school and the company is picking up their expenses. It is truly a learn and earn. At least one student is on schedule to make \$100,000 while getting this incredible degree before he graduates.

Dr. Mosier continued, with the rapid growth in manufacturing in the United States, Wyandotte County and Metro KC, the College is building our capacity by adding equipment

and will double the lab size with downtown. KCKCC is lucky to have Mr. Saunders.

Trustee Hoskins asked if students go the traditional route through the program if they could still get involved with FAME and get a job or if they have to go through FAME on the front end and how do students or potential students find out about FAME. Mr. Saunders answered if students start the program as non-FAME, he does not know that there is an avenue for transitioning into FAME - that could potentially be worked out. FAME has soft skill information that the student would miss if they missed a semester. FAME has been around since 2013. Dr. Mosier added Panasonic will need 150 Industrial Maintenance Technicians and 450 AETs when Panasonic is fully operational.

Mr. Saunders continued potential students find out about the program through KCKCC attending career fairs, three to five tours a week of high school students visit the College, KCKCC attends robotics competitions and word of mouth with the first cohort being set to graduate in May.

- Chair Criswell invited Mr. Bill Miller and Mr. Rick Swearingin of Novak Birks, P.C. to present the Preliminary 2023 Annual Audit and Financial Compliance Reports. Mr. Swearingin presented the following –
 - The audit findings have been presented to the Finance Committee. Mr. Swearingin gave thanks to Dr. Shelley Kneuvean, Chief Financial Officer, Ms. Lesley Strohschein, Controller, and the finance department for their work. This was a challenging year because there were two new accounting standards regarding leases and Information Technology (IT) contracts. The audit report reflects an unmodified opinion, meaning the auditors do not modify it for any exceptions found which is the highest level of opinion that can be expressed.

Mr. Swearingin noted the financial statements included the financial position and results of the College and report the financial position and assets of the Foundation as the Foundation is a component unit of the College.

For the year ended June 30th, 2023, the College had over \$162 million in total assets that saw growth of over \$20 million. Total operating revenues were \$30 million. There was good control of costs wherein the College had about \$76 million in operating expenses and came in just over \$75 million. The College had total non-operating revenues of \$65 million which saw a growth of \$7 million. The College ended the year with a net position of over \$116 million. The Foundation also saw growth. Their total equity or net assets grew about \$1.8 million for the year.

The other audit is the Federal Funding Compliance Report, referred to as the single audit. Anytime over \$750,000 in federal funding is received, this special audit is required. The auditors reflected an unmodified opinion on the single audit, no exceptions were found.

There were no questions. Dr. Mosier and the Board thanked the auditors and the staff.

- Chair Criswell invited Dr. Chris Meiers, Vice President of Student Affairs and Enrollment Management, to present the Athletic Teams Annual Update. Ms. Jordon O'Brien, Assistant Director of Athletics, presented the following –
 - This Equity and Athletics Disclosure Act (EADA) presentation is for fiscal year 2022-2023. The EADA report is part of the Title IX legislation and is designed to make prospective student students aware of the College's commitment to providing equitable athletic opportunities for its men and women students and to reflect how KCKCC spends funds on the men and women's athletic teams.

KCKCC has eight athletic programs. There are four male programs comprised of 82 athletes - golf, soccer, basketball and baseball and four female programs with 75 athletes - volleyball, soccer, basketball and softball.

The coaching staffs are pretty equitable with five male head coaches, three female head coaches, four male assistant coaches and three female assistant coaches.

Scholarships awarded were slightly higher on the women's side with 50.4% and 49.5% for the men's side. Operating costs are costs that are required to make a competition successful on game day. These costs were spent slightly more on the women's side with 50.9% and 49% on the men's side. Total expenses, including student aid (scholarships), contract guarantees, equipment, operating expenses, recruiting expenses, salaries, travel and supplies, were spent slightly higher on the women's side at 50.2% and 49.7% on the men's side.

Ms. O'Brien shared two Blue Devils facts. Forty-three KCKCC student athletes earned the NJCAA All-Academic Honors which requires a 3.6 GPA or higher. KCKCC had two Golden Glove recipients which is a very high honor - Garrett Goldbeck and Ruby Nola.

Trustee Ash thanked Ms. O'Brien for the comprehensive report, indicated KCKCC has achieved equity and commented it is great that almost 50% of the athletes are Academic All Americans.

- Chair Criswell invited Dr. Greg Mosier, President, to present the Downtown Project Biannual Update. Dr. Mosier presented the following –
 - A *Kansas City Business Journal* article was published on Friday that Dr. Mosier was not expecting. The dawn of a new day and a new era for downtown KCK shows what KCKCC is trying to do. Since the groundbreaking ceremony, there has been tremendous interest in this project with several articles and news stories. This brings attention as KCKCC does not want to be the hidden jewel of Wyandotte County anymore. The groundbreaking ceremony provided great coverage.

Dr. Mosier shared an illustration of the building indicating CommunityAmerica Credit Union will be in the bottom left corner of the first floor and Swope Health will be on the entire 4th floor. The design is still being worked with the architects to really accentuate that the building will be asymmetrical instead of trying to

make it look symmetrical. KCKCC is being approached by other entities about the design because they want to build also. KCKCC is already influencing the architecture and the development of downtown.

Dr. Mosier shared an illustration of the technical education building, explaining they are not final images, half of this building will be automation engineering technology and the other half will be commercial construction technology. Currently, the College has residential construction and the second year will be the technical aspects of that industry.

KCKCC is doing well on fundraising. The only money not received is with Representative LaTurner. It passed the House Appropriation Committee and this portion of the budget is anticipated to be passed by Congress in January. The College has about \$11 million in current requests. The new market tax credits for a \$30 million project should equal about \$6 million in pocket.

Dr. Mosier emphasized how much fundraising the College is doing. KCKCC is building a \$70 million building downtown but is fundraising for about 70% of the project. This is a great investment for Wyandotte County. Since the College is fundraising so much, it is paying about \$0.33 on the dollar. The downtown center is costing the Wyandotte County taxpayer about \$0.18 on the dollar if the College continues on this fundraising path. That is seven times greater than the stock market.

Dr. Kneuvean is working on the demolition crew and they have begun digging a hole to cut and cap the sewer line at State Avenue. The project is underway!

Dr. Mosier shared an illustration of the entire block layout and identified the partner building, tech labs, the Willa Gill Center, an enclosed dirt yard for the commercial construction program, space for a future build site, the Kraken building, the drive through ATM for CommunityAmerica Credit Union, parking, handicap parking, short-term parking and high school bus drop off.

The topography of this lot is very challenging. The top left elevation is 868 feet and the top right is 820 feet - 46-foot difference in that one block. The bottom left is 866 feet and the bottom right is 835 feet which means the 6th Street and State Avenue intersection is 15-feet above the 6th Street and Nebraska intersection. Grading will go into play to get the walkways up to the Americans with Disabilities Act's (ADA) minimum ascension. The lot has unique building aspects.

Dr. Mosier shared illustrations of the interior of the building pointing out automation engineer technology, commercial construction technology and a 28-foot-wide concrete yard for those programs. The first floor included the entryway from 7th Street, the art gallery, shared space, a shared classroom, CommunityAmerica Credit Union, the 7th Street church dedication conference room, the one stop shop for students, offices for counselors and advisors and receiving from the dock. The second floor is all KCKCC with a variety of classrooms,

offices, a break room, biomanufacturing, a two-story overlook over the atrium into the art gallery below. The third floor is a variety of different sized classrooms, the art studio with a kiln, collaboration space that is shared space for our partners or community to use. Dr. Mosier mentioned this is not the latest design as that space would interrupt the flow of classes. The entire south side will be community open space and the classes will move into the center. The fourth floor is Swope Health which may be modifying their scope of work and focusing on Women's Health and Children's Health.

Dr. Mosier presented the timing of the project including the water and sewer disconnects, the full demolition permit, architectural salvage of the church and the fencing plan. Demolition may extend past the end of December since items are taking longer than anticipated.

Dr. Mosier shared pictures of the stained-glass windows that have been removed. They are broken but the College will save every piece because someone may want to use it - KCKCC probably will not use it, but it is historic. There are opportunities for glass color matches, to repair some of the windows and maybe for the art department to make some stained-glass windows. The pews will become banquettes.

Dr. Mosier presented the high-level pre-construction and construction timing including the Unified Government's (UG) approval of the Preliminary Development Plan (PDP) and the Final Development Plan (FDP), the design development, construction documents at 50% and 100% and Phase 1 and Phase 2 of construction activity. As much as possible will be fast tracked with overlapping permit requests with the UG so there is no idle time in the construction process. That results in substantial completion by mid-October 2025. KCKCC would request the ability to start installing all heavy equipment, regular equipment and furniture, fixtures and equipment (FF&E) prior to substantial completion and get occupancy by the end of October. A soft launch could be done in spring 2026 instead of fall 2025. The full Technical Education Center (TEC) programs will be using all the equipment in spring 2026 where they currently are - move that equipment downtown after that spring semester and start those programs that fall.

This is not the date the College wanted, but for the long-term results of what KCKCC is doing it is an important project for downtown and it is the dawn of a new day. KCKCC continues to push forward with a great team of college staff, PGAV Architects, Copaken Brooks, McCownGordon Construction, subcontractors and civil engineering.

Trustee Daniels asked about the impact on the current facilities once this building is open. Dr. Mosier answered the College is not going to duplicate programs at the facilities. This will give room to add new programs. KCKCC will launch the high voltage program in the middle of the TEC building and the outdoor pole yard will be on the southeast grassy corner of TEC. When AET and construction moves, high voltage will be able to move closer to that area. Then there will be space to launch new programs. The end result will be

additional programs and additional students due to non-duplication.

- Chair Criswell invited Dr. Greg Mosier, President, to present the 2023 Annual Board of Trustees Food Drive. Dr. Mosier presented the following –
 - Every year KCKCC has hosted this food drive since Dr. Mosier came to the College. Donations of items and money have come in from the Trustees, Merchant McIntyre, Bukaty Companies, Copaken Brooks, Marites Altuna, MVP Law and many KCKCC employees. Dr. Mosier invited Dr. Tiffany Bohm, Dean of Health Professions, to present. Dr. Bohm is the staff liaison to the newly formed Student Athlete Advisory Council (SAAC) and introduced the SAAC president and student athlete, Jace Woita.

Mr. Woita explained he, along with seven colleagues, is working toward improving the experience of KCKCC athletes and their relationship with the community. The group ran a food drive and raised 500 items to give in addition to the Board's drive. Mr. Woita continued the volleyball team is working at Little Leaders and reading to the kids once a week. The baseball team will be working at Harvesters at the end of the month. Another event planned for the athletes is speaker Mark Potter, who will discuss managing a full class workload, a practice workload and personal lives and the mental health struggles that go along with that. SAAC also plans on having an open campus for the Centennial celebration this spring.

Mr. Woita thanked Athletic Director, Greg McVey, and Assistant Athletic Director, Jordan O'Brien, for giving him the opportunity to work to improve the experience of the College's student athletes and the relationship with the community.

Trustee Ash thanked Mr. Woita for taking the leadership role. Trustee Daniels questioned if each of the eight teams has a representative. Mr. Woita answered the eight athletic programs are represented with one member that was nominated by each coach. Trustee Hoskins Sutton wondered if the SAAC could be involved in the FIFA World Cup in 2026 in some way since they want to be in Kansas City, Kansas (KCK) because of the soccer fields and Sporting KC. That would be an excellent way to get involved and get this college on the map even more. Mr. Woita answered yes, his goal as the first president is to make SAAC lasting to better improve and better recognize the people at the school who do so much for the athletes and the community. The Board thanked Mr. Woita for his leadership.

- Chair Criswell invited Mr. Darren Elliott, College Senate President, to present the Resolutions of Commendation. Mr. Elliott, presented the following –
 - Mr. Elliott expressed pleasure as Chair of the College Senate to bestow the resolutions to the three Trustees who are outgoing from the Board. Mr. Elliott gave congratulations to Trustee Ash for his reelection. On behalf of the College community, Mr. Elliott expressed the work the three Trustees have put in has been tremendous and appreciated and the Trustees have the utmost respect of the faculty, staff and students.

Mr. Elliott read the resolution as follows. On behalf of the College Senate resolution

commending the service of members of the Kansas City Kansas Community College Board of Trustees. Whereas your lifelong commitment to education has been unwavering and whereas your dedication to the students of KCKCC has been outstanding. And whereas you've served the citizens of Kansas City, Kansas and Wyandotte County remarkably. And whereas you have shown a strong commitment to working alongside the students, faculty, staff and administration of Kansas City Kansas Community College. And whereas as members of the Board of Trustees of KCKCC, you have overseen extraordinary improvements at the College. And whereas you have delivered a solid assurance to current and future generations of students that they will receive the highest quality education possible. And whereas the members of the community of Kansas City Kansas Community College owe you a debt of gratitude. Therefore, be it RESOLVED by the College Senate of Kansas City Kansas Community College that you, Rosalyn Brown, Pat Brune, and Dr. Ray Daniels be commended as members of the Kansas City Kansas Community College Board of Trustees for your years of service. And furthermore, be resolved by the College Senate of Kansas City Kansas Community College that on this day Tuesday, November 14, 2023, we sincerely thank you and wish you the best in all of your future endeavors.

Mr. Elliott presented a copy of the resolution to each of the Trustees.

7. Communications:

- Chair Criswell invited Dr. Greg Mosier, President, to communicate the KCKCC Annual Candle Lighting Ceremony information. Dr. Mosier announced the following –
 - The College is proud to continue the heritage of the annual Candle Lighting Ceremony. It is the oldest ongoing event in Wyandotte County. On Wednesday, November 29th at 11:00 a.m., KCKCC will have the ceremony in the Performing Arts Center. There is a flyer in the packet and it has been distributed to the College. Dr. Riobé and Dr. Mosier will be in Peru during this event. Dr. Scott Balog will lead the event.
- Chair Criswell invited Dr. Greg Mosier, President, to communicate the President's Annual Holiday Party information. Dr. Mosier announced the following –
 - On Thursday, December 7th at 11:00 a.m., KCKCC will continue the tradition of the annual holiday party with the tradition of Slap's BBQ being the meal. Dr. Riobé and Dr. Mosier's return flight from Peru is on December 6th so they will be able to attend this great event. There has been good response from employees and hopefully the Trustees can attend.

8. Board Committee Reports: Chair Criswell invited the Board Committees to report.

- On behalf of the Board Finance Committee (BFC), Vice Chair Isnard, Chair of the BFC, reported the Finance Committee met on Monday, November 6th. Vice Chair Isnard was joined by Trustees Ash and Brune, staff and administration. The financial reports were covered in detail. For the month of October, financials look strong. Expenses were about \$1.5 million higher than revenues for the month which was expected with the normal ebb and flow of revenues throughout the year. Expenses were lower than the average monthly burn rate by about \$850,000, so the College is keeping under budget.

The committee reviewed consent agenda items B & C which were short lists and routine items. There were no concerns or questions.

The bulk of work for this month's meeting was an in-depth presentation on the audit. That audit will come before the Board in December for the formal approval.

The committee received the usual update on the student housing and the downtown project. For student housing, the BFC continues to get updates regularly about work being done about the water drainage issue around the foundation of that building. That is being closely watched and the College is being proactive and studying the rest of the building, not just where issues have been seen.

Vice Chair Isnard thanked and congratulated the staff on the great audit that was received. To get results like that year after year, it takes a lot of dedication to compliance, ensuring transparency and keeping good internal controls. This speaks highly of the staff.

Chair Criswell called for a motion to accept the report. Trustee Brune made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, confirmed there will be four policies that will be discussed under New Business. Trustee Hoskins Sutton gave thanks to Trustee Daniels and Trustee Brown for all their help on this committee. The Board Policy Committee consists of many gray areas when policies are being made regarding how policies are going to affect the students and employees. Committee members have to be strategic and these Trustees were strategic members. Trustee Hoskins Sutton wanted everyone to know that Trustees Daniels and Brown were always all hands-on deck on the committee and she appreciated their service on the Board Policy Committee.

Trustee Daniels and Trustee Brown thanked Trustee Hoskins Sutton for her leadership, it was a good committee to work on.

Chair Criswell called for a motion to accept the report. Trustee Ash made the motion. Vice Chair Isnard seconded the motion. **The Motion Carried.**

- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown, Chair of the BCEC, reported the Board Community Engagement Committee met today. The BCEC discussed the Ethnic Festival who has met with the president about issues and the BCEC discussed those same issues today. The BCEC asked if the Board would allow two former committee members to continue to be part of the Board Community Engagement Committee because they are dedicated to making sure the community stays involved with the College as they have seen how important it is. The BCEC created procedures and goals that will help in continuing that engagement. The BCEC will present those items to the Board at the next meeting.

Trustee Daniels thanked Trustees Brown and Brune for continuing. Dr. Mosier gave appreciation for having community members on the community engagement committee.

Trustee Daniels motioned to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

- As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported A few Trustees are going to the ACCT National Legislative Summit in Washington, D.C. in February. Trustee Ash gave appreciation for the Board's support in him seeking a committee assignment for the ACCT Board. Those decisions will be made the first of December.
- As the Kansas Association of Community Colleges (KACC) Delegate, Trustee Ash reported he is preparing for the December meeting at Seward County Community College in Liberal, Kansas. In response to the great audit KCKCC had and all the great work of the employees, not all of our sister institutions have had the level of success of KCKCC. The College has great employees working on that and has a great audit firm who has been with us for a while and really knows us that would catch any missteps. Having the opportunity to serve on the Board Finance Committee for a while and those who served on it before, Trustee Ash reported the committee does a great job in oversight and questioning for clarification. That is how institutions receive unmodified opinions like KCKCC had the privilege to do. That is a reflection on a lot of people. Trustee Ash gave kudos to all involved.

Dr. Mosier added that Sheryl is reaching out to our federal legislators to schedule meetings during the national conference in February and is inviting the new Trustees to attend because there is a new Trustee orientation. This will be a helpful way for them to start their service as a KCKCC Trustee. Trustee Ash mentioned at the KACC executive committee meeting one of the topics was to be sure Trustees from around the country are receiving training. Heather Morgan, KACC Executive Director, wants to put an emphasis on training and encouraging our sister institutions to send new Trustees to ACCT's training. It is incumbent on Trustees to stay relevant, professionally trained, growing and developing as a Board member.

Chair Criswell called for a motion to accept the report. Trustee Hoskins Sutton made the motion. Vice Chair Isnard seconded the motion. The Motion Carried.

9. **Consent Agenda:** Chair Criswell called for a motion to approve the consent agenda. Trustee Brown made the motion. Trustee Brune seconded the motion. The Motion Carried.

Chair Criswell called for a 10-minute intermission. After 10 minutes, Chair Criswell called to resume the meeting and thanked all for the brief intermission.

10. **Student Senate Report:** Chair Criswell called for the Student Senate report. Ms. Elizabeth Daniels, Student Senate President, and Ms. Eden Barnes, Student Senate Vice President, reported the following –
- In October, Student Senate hosted the Halloween Bash on October 21st at TEC from 6:00 p.m. to 8:00 p.m. Children came in their costumes. It was a trunk or treat so all the clubs set up trunks and passed out candy. Mortuary Science brought a coffin. About 200 community members attended. Student Senate was grateful for everyone that attended.

Student Senate has a Breakfast with Santa on December 9th at main campus in Lower Jewell Lounge from 10:00 a.m. to 12:00 p.m. There will be activities for children and community members to engage in, Santa Claus will attend and food will be served by Elevate Express. All are invited.

Campus Wonderland will be on Thursday, December 14th at main campus from 10:00 a.m. to 1:00 p.m. which includes a toy drive. Student Senate is asking the clubs and organizations at KCKCC to donate either money or toys and volunteer time.

On November 30th, Fringe Benefits of Education (FBOE) is hosting their annual ball. It is a time machine ball of the 1920s through the 1990s. Student Senate is helping with decorating. All are invited.

Vice Chair Isnard thanked Ms. Daniels and Ms. Barnes for the report and expressed hope that Ms. Daniels will be able to attend the National Legislative Summit in Washington, D.C. with the Trustees.

Trustee Ash motioned to accept the report. Trustee Brune seconded the motion. The Motion Carried.

11. **President's Report:** Chair Criswell called for the President's report. Dr. Greg Mosier reported the following –
- Expressed thanks to Trustee Daniels, Trustee Brune and Trustee Brown for everything they have done for the College and for him. It has been wonderful and these Trustees were appreciated very much.

Ms. Marcia Irvine, Director of the Pioneer Career Center, received a wonderful award in Leavenworth County at the Athena luncheon which is for supporting, developing and honoring women leaders, inspiring women to achieve their full potential and creating balance in leadership worldwide. Dr. Balog and others were able to attend.

Foundation did a great job hosting the annual President's Leadership Circle breakfast. It was a very good turnout. There was wonderful music from the student music program. The incredible student speakers share stories of some of their struggles and accomplishments at KCKCC.

KCKCC received an award from the Kansas Museum Association for the Historic Mural and Digital Project Preservation Project for the historical mural in the administration hallway. Shai Perry, Art Gallery Coordinator, was pleased to receive this award. She works a lot with the museum association, art associations and the community.

KCKCC put together the magazine *Making It in the Dotte* in partnership with the Wyandotte Economic Development Council (EDC). The magazine mentions the AET lab, household incomes and the new wages that are available in Wyandotte County and has a wonderful picture of KCKCC's new downtown location. At a recent EDC meeting, it was reported 9,000 to 9,500 jobs are going unfilled every day in Wyandotte County and the average wage is \$60,000 a year for those open positions. When thinking about the average household income of Wyandotte County residents and the job opportunities available in Wyandotte County, those need to be connected and KCKCC's programs will do that. The downtown location will help bring that to the forefront of the communities that have lower household incomes because the College will be visible. The magazine also has a two-page spread about the FAME program. The magazine will go to community members and businesses that KCKCC is looking to attract to the area. The College was proud to partner with the EDC on this production.

There were several events last month including the Purses with a Purpose event. That was a great turnout with wonderful food provided by our culinary program, which is always great to showcase.

Trustee Daniels motioned to accept the report. Trustee Brune seconded the motion. **The Motion Carried.**

12. **Executive Vice President's Report:** Chair Criswell called for the Executive Vice President's report. Dr. Scott Balog reported the following –
- The College continues to push in advancing our strategy, partnerships and operations at KCKCC. The bar is being raised, the perceptions and the narrative is changing about the College and we are garnering more momentum.

KCKCC has begun a comprehensive review of the College's shared governance structure. Through this review we will look at all committees, councils and work groups across the College, their composition, purpose and productivity to ensure the

groups are representative of our stakeholders across the institution, they are helping to drive projects, boost performance and promote greater efficiency and effectiveness in operations.

KCKCC kicked off a college-wide data governance initiative. This is a first step in growing the data capacity across the College. Thanks to Information Services and the Office of Institutional Effectiveness for their support in helping lead this initiative which includes exploring data warehousing and analytics tools. Our goal with this work is chiefly to democratize the use of data across KCKCC, giving users increased agency in leveraging data to inform decision making and services to students.

Along with colleagues on the Cabinet, Dr. Balog is hearing more in conversations across the metro, collective enthusiasm about the progress as an institution in recent years and a real interest in exploring collaboration opportunities. It is seen in an industry where companies like Panasonic and Walmart, are approaching KCKCC, interested in partnering with the College to support their workforce needs. There are 15 companies aligned with FAME and more coming on, including Coca-Cola, Garmin, Amstead Rail, Huhtamaki - large employers that KCKCC is collaborating with and supporting them with their workforce needs.

The College is in conversation with Microsoft and their tech spark initiative focused on cybersecurity interest across the I-70 corridor. Archer Education is interested in working with KCKCC as an ideal partner to demonstrate the effectiveness of their software and automating prospective student engagement in community colleges. KCKCC is being invited into metro and statewide initiatives like the region's recompute and tech hubs proposals with the U.S. Economic Development Administration and Enterprise KC's statewide cybersecurity network.

Dr. Balog thanked Trustees Daniels, Ash and Hoskins Sutton for their attendance at the Athletics Hall of Fame event. One inductee traveled eight hours from Nashville with her family. The College is working to enlist her support in guiding KCKCC to stand up a transportation, supply chain and logistics program. Dr. Balog congratulated the inductees who were recognized.

Dr. Balog acknowledged Ms. Marcia Irvine, Director of Pioneer Career Center, as she was deserving of the Athena recognition award.

Dr. Balog thanked Trustees Brune, Brown and Daniels for their warm welcome to Kansas City Kansas Community College and expressed enjoyment for the opportunity to work with each of them as Trustees. Dr. Balog looks forward to collaborating with them and the community as they transition off of the Board. Dr. Balog expressed appreciation for their leadership, contributions, and commitment to KCKCC.

Dr. Balog gave encouragement for those to attend the ACCT National Legislative Summit. Part of training and raising the level of engagement of Trustees across the country is leading by example. Dr. Balog expressed appreciation of the Board's

advocacy and representing the College. In addition to the conference and the meetings on the Hill, he will try to schedule meetings with federal agencies working with Merchant McIntyre. This will demonstrate institutional commitment and support by having the President, Executive Vice President and Trustees at the top-level meet with those agencies. The agencies will know the institution is committing to working with them and aligning with them.

Trustee Ash motioned to accept the report. Vice Chair Isnard seconded the motion. **The Motion Carried.**

13. Vice President Academic Affairs Report: Chair Criswell called for the Vice President Academic Affairs report. Mr. Jerry Pope reported the following –

- The College finished the contract negotiation session today. The group decided at the beginning of negotiations to finish by this time in order to get ratification set then get started again early next year. Faculty and administration are working to be more timely and have a joint agreement to exchange letters no later than January 31st and to start our first negotiation sessions in February. It is nice work by everyone involved.

It is a privilege to report all the things the faculty are doing with their students and doing for their students. After a three-year hiatus due to COVID, students were able to return to the Kauffman Performing Center. The College had a Banned Books event, an open mic session, a TEACH Award recipient and a Henry Louis Award recipient.

The Freedom Frontier Heritage Foundation awarded a \$3,000 grant to a project called “The Birth of Sumner High School” for joint work with Dr. Aaron Margolis, History Professor, and Shai Perry, Art Gallery Coordinator. They will be working with Sumner High School students during the summer to work on that historical project.

KCKCC hosted over 100 students at the debate tournament for students from all over the country. The Audio Engineering program utilized some of their Perkins funds to have a professional visit campus and work with the students. The welding society hosted a guest.

Congratulations to Dr. Todd Miles as he delivered and graduated from Baylor University. Dr. Tiffany Bohm serves on the Diverse Health Sciences Workforce Landscape Assessment Community Advisory Board initiated by the Health Forward Foundation. Dr. Kremer and Cyber Security Program Coordinator Kelly Olinde are working on a joint grant called Intelligence Community Center for Academic Excellence, which is joint work with KU Edwards, KU Lawrence, Garden City Community College, Dodge City Community College and Seward Community College.

For KCKCC’s part of the Title III program, the College hosted the grant consultant, Dr. Al Solano, to discuss the developmental education portion for that Title III grant, and to help us through the Guided Pathways part of that Title III grant.

There is an Always and Furever Midwest Animal Sanctuary drive that is being hosted

and led by Professor Suzie Tousey, Coordinator of the Criminal Justice program.

Trustee Hoskins Sutton mentioned the memory celebration that Library & Learning Services hosted for recent retiree Clara Bolton who worked for the College 25 years, retired earlier this year then passed away in September. Trustee Hoskins Sutton commend the department for remembering her and extended sympathy on behalf of the Board.

Trustee Daniels motioned to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

14. **Vice President Student Affairs and Enrollment Management Report:** Chair Criswell called for the Vice President Student Affairs and Enrollment Management report. Dr. Chris Meiers reported the following –

- The first Spring 2024 enrollment report is looking positive in part due to the modernization and processes that have been done. The Strategic Enrollment Management (SEM) Plan Implementation Committee involves Deans, Coordinators and staff from Student Affairs.

Within the Student Success Center, the staff has created course maps for all 70 degrees and certificate programs for initial advising of students and to provide milestones such as making appointments for career services, visiting the learning commons. These are the foundation of success plans during initial advising to help keep students on track consistent with the Guided Pathways Advising implementation. Regarding the Title III grant and working with the developmental education, the team is working on developing, planning and processes to use Guided Pathways Advising Career Readiness in the College's practices.

Student Affairs is planning the inaugural Student Success Workshop, during the welcome week of spring. This will bring faculty together to discuss and launch the Title III grant activities and how they can further support that initiative.

The College is close to releasing the new streamlined online application for admission which included a deep view from multiple people on campus and Information Services. This will improve much of the manual processing aspects allowing faster application decisions in an automated fashion. This will include enhanced communication emails with graphics and designs to students as applications are submitted.

One major initiative in improving the student experience, is adopting a campus engagement platform where students and the community can see activities that are going on. Students will be able to track their extra- and co-curricular activities to showcase that work in an online fashion and the platform will provide real-time outlooks. Presence by Modern Campus, was the company selected, which is a very widely adopted system. An implementation team will begin tomorrow led by Dr. Shawn Derritt, Dean of Student Services. The platform will be online in the spring semester.

Dr. Meiers gave thanks to those that attended the Athletics Hall of Fame, it was a

wonderful event. The basketball teams are playing in the HyVee Arena. The exploration work into the issues with the floor have started. Installation of the new infield turf at the baseball field has started and will be completed in the next couple of weeks.

Trustee Hoskins Sutton liked that student housing held a Halloween in the Halls event for the Little Leaders daycare. That was always one of the big treats for the kids to trick-or-treat on campus. Dr. Meiers mentioned the children received double treats because they visited the campus too.

Chair Criswell called for a motion to accept the report. Vice Chair Isnard made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

15. Vice President Educational Innovation and Global Programming Report: Chair Criswell called for the Vice President Educational Innovation and Global Programming report. Dr. Fabiola Riobé reported the following –

- Gave congratulations to the Trustees who are moving on to new things because this is a celebration time.

The new Director of Adult and Continuing Education is Dr. Richard Wallace. The team is excited with the momentum, vision and energy he is going to add to the group.

Educational Innovation and Global Programming's "heart" work is demonstrated in the relationship rebuilding that our High School Partnership team has committed to, consistently meeting with high school teams, spending time at the different institutions to learn about their strategic direction and how to align with the College's strategic direction to meet the students where they are and give them the pathway to success. The HSP team discussed with students what early access to college meant and how it could be beneficial to them.

Dr. Mosier and Dr. Riobé are finalizing the work to embark on a 10-day exploration tour in Peru. Discussions will include how they maximize the opportunities in working with American-based community colleges and how they respond to their local workforce needs.

It is International Education Week and Kindness Day. Each Trustee was given a passport cover and luggage tag as the College celebrates the step into being a globally competent institution, making sure that KCKCC's environment is inclusive for all. Hanging in Upper Jewell Lounge now are 33 country flags of students who have come to KCKCC over a 5-year period.

Online Education Services continuously impresses with their utilization statistics. Over 5,000 participants have been supported with virtual meetings and Panopto usage. The team works hard to have maximum utilization for academic integration of technology. Content accessibility is up 6% from the previous term. There is a new help desk feature for academic technology that allows students and faculty to directly contact someone for an instant response. This chat box system is on a rotating

schedule with the online education service team.

Students know about great opportunities such as the FAME program because workforce innovation goes to the students such as career fairs or their institutions and explaining to them to earn as they learn.

It is National Apprenticeship Week and the team is highlighting the fact that education is not a one-way transaction. Education is also linked to economic transformation and KCKCC is making sure there are strong returns. KCKCC gives students a pathway to success.

Trustee Hoskins Sutton was glad the team is delving in deep with the high schools because that partnership is a lifeline and glad that Dr. Riobé is at KCKCC and focusing on that as one many focusing items.

Trustee Daniels commented yesterday was a good kickoff for the new initiative.

Chair Criswell called for a motion to accept the report. Trustee Hoskins Sutton made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

16. **Chief Marketing and Institutional Image Officer Report:** Chair Criswell called for the Chief Marketing and Institutional Image Officer report. Ms. Kris Green reported the following –

- Marketing has been working on videos and announced that every Board meeting a video will be shared. Ms. Green queued the video on Registered Nursing. Marketing now has about 11 videos and are trying to create two chunks a semester which is about six videos at a time.

Mr. Charlie Martin has joined the marketing team as Athletics and Student Activities Media Specialist. He works with Sports Information and Student Activities. It is exciting for our team to have the group fully staffed.

Ms. Green will be part of a national panel for National Council for Marketing and Public Relations (NCPR). This is for two-year universities to discuss Artificial Intelligence (AI). Ms. Green will do this with two of her colleagues on Thursday and a free webinar for all of the national members.

KCKCC is focusing on ways to better communicate through diversity like translating documents, creating special sites for Spanish-speaking families so parents can feel included in the college journey and looking at ways to advertise and show diversity in all the ways we are communicating. Those are all important initiatives as we look at Wyandotte County's diversity, as we look at our college's diversity and we look at how students are choosing colleges and the reliance they have on their family groups to help them make those decisions.

Vice Chair Isnard motioned to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

17. **Chief Financial Officer Report:** Chair Criswell called for the Chief Financial Officer report. Dr. Shelley Kneuvean reported the following –

- KCKCC had a good month as expected. The net position goes down this time of year with the revenue cycles and expenditures were lower this month than typically.

The Jewell elevator reconstruction is completed and have requested the final inspection from the Fire Marshall. Potentially looking at a chairlift on the wide stairs so if there are elevator issues in the future.

The department is pleased the audit came out with no management comments and no findings and there are strong financials.

KCKCC closed on the Industrial Revenue Bonds for Centennial Hall. Those items were approved last month and the Unified Government approved the documents. All was executed and closed on the bond issue. It cost the College about \$130,000 but saved the College \$1,000,000 in sales tax.

For the Facilities Master Plan, the department is working with marketing on a landing page on KCKCC's website to share that information more broadly. The final report will be produced and added there.

The new signage at Little Leaders was installed as a nice recognition for the faculty member that had a lot to do with bringing the daycare to the campus. The old signage shadow is being addressed.

The field house gymnasium floor is settling but based on the ground penetrating radar has no identifiable voids. The department is working with engineers on a solution to level the floor.

Trustee Ash motioned to accept the report. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

18. **Chief Human Resources Officer Report:** Chair Criswell called for the Chief Human Resources Officer report. Ms. Christina McGee reported the following –

- Human Resources (HR), at the direction of Dr. Mosier, has for the fourth year reviewed compensation for staff employees to ensure KCKCC has fair and equitable compensation. The College also cares about faculty, but they have a different process than staff. For our staff employees, HR embarked on several months of reviewing staff compensation, experience and total years of experience in comparison to where their salary falls on the salary schedule. It was a thorough and fair process. The HR team worked with President's Cabinet to identify a process and identified 76 eligible employees that received salary adjustments. It is reflected in the personnel report. The HR team worked this month to notify employees. Ms. McGee expressed to the Board and employees, this is important to the College in making sure compensation for staff and faculty is equitable and Ms. McGee was proud that Dr. Mosier continued

to push HR on this effort to ensure KCKCC is fairly compensating employees and staying competitive.

This is the month for benefits and HR has been busy with open enrollment meetings, preparing individuals for the open enrollment period and sharing information about benefits.

HR has continued our professional development series with CPR and fire extinguisher training. Those life skill sessions are our most popular. HR will continue our professional development series each month.

Trustee Hoskins Sutton questioned if employees used the fire extinguishers around the campus for the training. Ms. McGee answered the Fire Science Department hosted the training and she believed employees used the fire extinguishers in the department. Trustee Hoskins Sutton asked if within each area if there is a fire extinguisher. Dr. Mosier replied there is a good distribution of extinguishers in all buildings, all locations. Trustee Hoskins Sutton mentioned community members may be interested in taking this as a non-credit training.

As a big proponent of Diversity, Equity and Inclusion (DEI), Trustee Hoskins Sutton was glad to see a session on inclusive leadership in the supervisor training. Ms. McGee responded that has been on the supervisor training since HR started required training.

Trustee Brune asked if the change in benefits has been well received. Ms. McGee has not heard any complaints regarding going from Aetna to Blue Cross Blue Shield and from her experience working with a past company, they provided great service to employees. Dr. Mosier added, in the President and Cabinet's Chat, people were happy with Blue Cross Blue Shield with the only question being about the coverage in Leavenworth County. HR shared a link to answer the question. Ms. McGee knew that was going to be a question so that is the first item on the agenda for the Blue Cross Blue Shield representatives to respond to in the open enrollment meetings.

Vice Chair Isnard was glad Ms. McGee explained the salary adjustments to the Board since there were so many at once and questioned if HR knew the total budget impact for that increase. Ms. McGee responded the College budgeted a total of \$300,000 for that increase and worked closely within that number. Dr. Mosier replied the College's goal was \$250,000 and that was exceeded a little. Ms. McGee and her team put together a great structure for this, looking at years of service outside of KCKCC and other elements. The College budgeted \$300,000 with a target of \$250,000 and ended around \$265,000 so there are funds to take care of any situations if they arise this spring. Vice Chair Isnard was happy to hear the College is getting folks equalized and taking care of our people.

Trustee Daniels motioned to accept the report. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

19. Chief Information Officer Report: Chair Criswell called for the Chief Information Officer

report. Mr. Peter Gabriel reported the following –

- Thanked the Information Services team and Cabinet team members for mentioning Information Services for helping with projects in their areas as there is a lot of work being done in the background.

Gave appreciation to Trustee Brown, Trustee Daniels and Trustee Brune and her sense of humor.

Information Services is working on an automation project to improve the web directory. It is about 90% complete. The College moved from one automation system to a newer version that is easier to understand and for the department to maintain.

Cameras were installed downtown at the corner of 7th Street and State Avenue and also just down the street from there. As that project progresses and is completed, the College will have a nice timelapse video of that project.

Vice Chair Isnard thanked Mr. Gabriel for the work that was done with the cameras downtown. The Finance Committee meeting, got to see some of the shots and it will be a cool video when the project is done.

Vice Chair Isnard motioned to accept the report. Trustee Ash seconded the motion. **The Motion Carried.**

20. **Unfinished Business:** Chair Criswell announced there was no Unfinished Business.

21. **New Business:**

- Chair Criswell invited Trustee Linda Hoskins Sutton to present the College Policies. Trustee Hoskins Sutton presented the following –
 - There are four policies in the Board packet - Student Communication (Policy: 3.12), Student Employment Hiring (Policy: 3.13), Payroll Information (Policy: 5.16) and Volunteering at the College (Policy: 5.19).

Regarding the Student Communication policy, the College's main way to communicate with the students and the definition is in the policy. There was a question about traveling with students and communicating with them through text. The Board Policy Committee agreed that if faculty or staff are traveling with students, yes, create a group text to communicate to ensure immediate accessibility. If the topic has to do with the school closing or students emailing about their classes, the policy indicates the need to use the College e-mail.

Trustee Daniels motioned to approve the policies. Trustee Brune seconded the motion. **The Motion Carried.**

The Board thanked the Board Policy Committee and Ms. McGee's staff for all the work.

- Chair Criswell invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Revision to Electrical Technical Certificate B. Mr. Pope presented the following –
 - The College periodically reviews programs. This revision request comes from the Advisory Board. The changes are regarding a redundant class, reactivating a class to meet the outcomes better, and an edited class for focus. The Kansas Board of Regents (KBOR) form reflects the changes being made. The College must get Board approval for these revisions then it goes to KBOR for their process. Members of the advisory Boards are employers in the area. Internally, the request is vetted through a number of processes that goes to the division then to the Academic Affairs Committee and then to the Board of Trustees.

Mr. Pope asked for a vote of approval.

Trustee Daniels made the motion to approve the Revision to Electrical Technical Certificate B. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

Trustee Daniels commented this is a good example of the value of committees. Mr. Pope agreed and mentioned that is one goal in the strategic plan to ensure the Advisory Boards become more robust. There is a lot of work that is being done and continues to be done.

- Chair Criswell invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the New Program – High Voltage Pre-Apprenticeship Certificate A. Mr. Pope presented the following –
 - This is a new program and some funds have been identified for building the program. Dr. Mosier has worked closely with Mr. Pope, with the former Dean and the new Dean on this. The program comes from several Advisory Board meetings. The steps are creating the Advisory Board, the Advisory Board deciding what skills are necessary for the degree, building the curriculum then the program goes through the College's internal process. After it is approved by the Board of Trustees, it goes to the Kansas Board of Regents and through their process. This program is to meet a need Dr. Mosier identified through conversations in the community.

Trustee Hoskins Sutton questioned when this will go to KBOR, what their turnaround is and if there is a target date for this program to start in fall 2024. Mr. Pope answered, yes, fall 2024. It will go to KBOR after it is approved and their cycle is a couple of months so it should be approved by the end of spring. Dr. Mosier added the College is collecting other letters of support this week.

Vice Chair Isnard motioned to approve the New Program of High Voltage Pre-Apprenticeship Certificate A. Trustee Brune seconded the motion. **The Motion Carried.**

- Chair Criswell invited Dr. Greg Mosier, President, to present the Alcohol Resolution for Friends of Yates – Annual Gala. Dr. Mosier presented the following –
 - This resolution is for the Friends of Yates for their annual gala. The event time on a corrected resolution will be from 3:00 p.m. to 6:00 p.m. Dr. Mosier read the resolution as posted in the Board packet with the corrected event time.

Chair Criswell called for a motion to approve the alcohol resolution for the Friends of Yates – Annual Gala. Trustee Brune made the motion. Vice Chair Isnard seconded the motion.
The Motion Carried.

22. **Executive Session:** Chair Criswell called for a motion to enter the executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship for a 7-minute duration with possible action to follow in open session. All action would take place in Upper Jewel Lounge and in the virtual meeting room. Vice Chair Isnard made the motion. Trustee Brune seconded the motion.
The Motion Carried.

The Board was allowed time to travel to the executive session meeting room at 7:38 p.m. They were joined by Dr. Greg Mosier, Mr. Chase Pumford, College Attorney, Dr. Scott Balog, Executive Vice President, and Dr. Shelley Kneuvean, Chief Financial Officer.

The Board entered the executive session in Room 3397 and in the virtual meeting room at 7:40 p.m. The Board ended the executive session at 7:47 p.m. The Board was allowed time to travel to Upper Jewell Lounge.

At 7:49 p.m., Chair Criswell returned the meeting to open session and called for a motion to approve the resolution stating Dr. Mosier's authority to sign real estate documents in relation to the property for sale as discussed in executive session. Vice Chair Isnard made the motion. Trustee Brune seconded the motion. **The Motion Carried.**

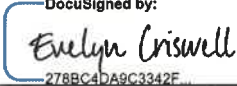
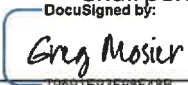
On behalf of the Board, Chair Criswell thanked Trustee Daniels, Trustee Brown and Trustee Brune for their service and everything they have done for the Board and helping this to be the best Board ever.

Dr. Mosier commented the December Board Meeting will be virtual.

Trustee Hoskins Sutton commented on behalf of the Board to the students, faculty and staff administration. The Board appreciates all you do, enjoy the week off next week and be safe.

23. **Adjournment:** Trustee Daniels motioned to adjourn the meeting. Chair Criswell seconded the motion. **The Motion Carried.**

The meeting adjourned at 7:51 p.m.

ATTEST: 
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Chairperson, Ms. Evelyn Criswell

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Secretary, Dr. Greg Mosier