



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, December 12, 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 5:02 p.m. in the KCKCC Zoom meeting platform on Tuesday, December 12, 2023. The Pledge of Allegiance was led by Trustee Pat Brune.
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 called for a motion to approve the agenda. Vice Chair Isnard made the motion. Trustee Daniels 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.
6. **Recognitions/Presentations:**
 - Chair Criswell invited Dr. Greg Mosier, President, to present the Oath of Office for the Newly Elected KCKCC Trustees, Mr. Mark Gilstrap and Dr. Mary Ann Mosley, and Re-elected KCKCC Trustee, Mr. Donald Ash.
 - Dr. Mosier explained Trustee-elect Dr. Brenda Scruggs Andrieu took the Oath of Office on December 8, 2023, as she is out of town today. The Trustee-elects Gilstrap and Mosley along with Trustee Ash pledged the oath as led by Dr. Mosier.

All were thanked, congratulated and welcomed by President Mosier and the Board. The new Board members' first official meeting is the third Tuesday of January 2024.

- Chair Criswell invited Dr. Chris Meiers, Vice President of Student Affairs and Enrollment Management, to present the Ruffalo Noel Levitz Community College Survey of Student Engagement (CCSSE) and Community College Faculty Survey of Student Engagement (CCFSSE) Presentation. Dr. Meiers presented the following –
 - This is the Community College Survey of Student Engagement (CCSSE) and the faculty companion survey. As a reminder, the Ruffalo Noel Levitz survey is done in the opposite Spring semester. These results are from the 2023 Spring CCSSE survey. The CCSSE focuses on five benchmarks around student learning. The administration of the survey is primarily driven by the Office of Institutional Effectiveness. A substantial population participated – 656 student respondents from randomly assigned classes. For the faculty portion of the survey, there were 117 faculty respondents. Comparison reports of these the results are broken into medium-sized community colleges and the entire 2023 cohort.

Dr. Meiers presented KCKCC's score for each of the five benchmarks based on a score of zero to 100 where the entire cohort is averaged out to a represented average score of 50. Academic Challenge: 48.0, Student-Faculty Interaction: 47.2, Support for Learners: 44.4, Student Effort: 44.0 and Active and Collaborative Learning: 49.7. Dr. Meiers reported on the full-time versus part-time students benchmarks. Students also rated the core services in relation to importance and satisfaction. This gives the College guidance to the areas to prioritize.

The faculty survey rated the referral of services by faculty in the classroom around academic support services. There were special focus items on the survey this year, which reported 87% of faculty participated in professional development, 40% said they were somewhat or very familiar with guided pathways and 60% of faculty indicated they need more professional development on guided pathways.

Dr. Meiers shared information about current activities to foster student engagement aligning the results of these surveys to future strategic planning and enrollment management efforts.

- Chair Criswell invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Higher Learning Commission (HLC) Annual Update. Mr. Pope presented the following –
 - The College went through a comprehensive probation site visit in March 2022 and were removed from probation. This is the first report, due December 31, 2023, of three monitoring reports over the next three years to ensure the College is on track.

The report is over core component 3C which establishes KCKCC has sufficient faculty to meet the educational needs of the College. The four areas reported on are 1) written delineation of the roles and responsibilities in the credentialing process; 2) clear, written standards for qualifying faculty based on tested experience, including how the tested experience will be documented, under what conditions an instructor with no post-secondary education can be credentialed; 3) provide a statement certifying that all the missing documentation has been located

and loaded into the system of record; and 4) provide examples of faculty evaluations using the College's new portfolio process guidelines negotiated into the contract in March 2022.

The report will be reviewed by other employees before Dr. Mosier receives the final report and is submitted by the deadline.

7. **Communications:** Chair Criswell announced there were no communications scheduled.

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 BFC met on Monday, December 4th, he was joined by Trustees Ash and Brune. The financial reports for the month were thoroughly reviewed. The bulk of revenue for November came from the Spring semester enrollment tuition. Expenses were higher than revenue for the month but were still about \$1 million lower than the average monthly burn rate - financially good shape to budget for the year.

Consent Agenda Items B and C in the Board packet were reviewed. Dr. Shelley Kneuvean, Chief Financial Officer, provided an update on the weight room project and charges that were previously approved by the Board. An update on the elevator project was provided, the repairs are complete and waiting on the Fire Marshal's approval. Two Certificates of Deposit are maturing at the end of December so about \$3.8 million will return to the College. Those funds are not needed right away so using KCKCC's new investments policy a competitive bid will be sent out in January so the College can continue earning interest on those funds. The BFC also received updates on the downtown project and student housing.

On Consent Agenda Item B, Trustee Hoskins Sutton questioned the weight room construction location and how it affected the current project of the field house floor. Dr. Kneuvean explained the weight room addition is part of the existing weight room combined with the corner of that area behind the concession area. The basketball floor issue is in the gymnasium section so the two projects do not impact one another. Dr. Mosier added it is on the northeast corner of the building, this is a long-awaited improvement to have a nice, good-sized weight room with an additional women's locker room downstairs.

[Under the next agenda item, Chair Criswell called for a motion to accept the Board Finance Committee report. Trustee Brune made the motion. Trustee Brown seconded the motion. **The Motion Carried.**]

- On behalf of the Board Policy Committee (BPC), Trustee Hoskins Sutton, Chair of the BPC, reported the BPC does not have policies for approval this month but the committee will meet on Thursday so there may be policies for approval in January.

Trustee Hoskins Sutton continued regarding the Association of Community College Trustees (ACCT) and the national Diversity, Equity and Inclusion (DEI) committee she serves on, the committee is having their first meeting in February in Washington D.C. The new Chair is calling a Zoom meeting on January 19th so the DEI committee can get to know each other, do preliminary work and be ready to start in February.

Chair Criswell requested the need to return to the Board Finance Committee report and called for a motion to accept the Board Finance Committee report. Trustee Brune made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

Chair Criswell called for a motion to accept the Board Policy Committee report. Trustee Daniels made the motion. Trustee Ash seconded the motion. **The Motion Carried.**

- On behalf of the Board Community Engagement Committee (BCEC), Trustee Brown, Chair of the BCEC, reported the BCEC had a committee meeting this month. The committee shared historical information, goals and processes and a Community Engagement Committee Overview with the Board for review. Trustee Ash will continue the process. Outgoing Trustees Brune and Brown have asked to remain part of the committee as it is important to the community. Trustee Brown encouraged everyone in the community to be part of it. She gave appreciation for the opportunity to work with the Board and they will be missed.

Trustee Ash requested Board feedback be sent to him regarding the committee guidelines and overview information. That process will be finalized once the new Board members are on board and the 2024 committees are assigned. Trustee Ash thanked Trustees Brune, Trustee Brown, Ms. Kris Green, BCEC Liaison, and Sheryl for creating the information for review.

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

- As the Association of Community College Trustees (ACCT) Delegate, Trustee Ash reported, in addition to Trustee Hoskins Sutton's report about her DEI Committee assignment and responsibilities, he received a Governance and Bylaws Committee assignment. The committee will meet the Saturday before the ACCT conference in February. Attendees for the conference are two of the new Trustees, Ms. Daniels, Student Senatè President, Dr. Mosier, President, and Dr. Balog, Executive Vice President, along with Trustee Ash. [Vice Chair Isnard and Trustee Linda Hoskins Sutton are also attending.]
- As the Kansas Association of Community Colleges (KACC) Delegate, Trustee Ash reported the KACC quarterly meeting was on December 1st in Liberal, Kansas at Seward County Community College. Trustee Ash forwarded the 300-page meeting packet to the Board. There was a presentation of the statewide results of the economic impact study that KACC commissioned. That analysis contained comparison

data and good background information for Trustees to know and understand as meeting with constituents, particularly in this current season of increased property taxes. It is good data and facts that indicate the investments the College is making versus the expenditures. This report shows the institution is, the State of Kansas is and the taxpayers are getting a good return on the investment of tax dollars into higher education and particularly at community colleges. The KACC meeting included other good reports and discussion about the new legislature coming in and the legislative agenda being developed.

Due to a family emergency, Trustee Ash missed the activities on Saturday morning. Additional information in the KACC meeting packet included the Kansas Speaks survey, the Kansas Employment Trend Review, the updated Free Application for Federal Student Aid (FAFSA), the Attorney General's opinion 20-23-10 related to elected officials, executive session communications and policies about campaign involvement.

Upcoming events are the Phi Theta Kappa (PTK) Awards luncheon in Junction City, Kansas on April 12th for PTK students followed by a KACC meeting in the afternoon, a KACC meeting at Butler Community College on May 31st and June 1st. Heather Morgan, KACC Executive Director, will provide new Trustee orientation and training via Zoom, and can provide an on-campus overall orientation for new and existing Trustees.

Dr. Mosier added KCKCC's updated economic impact study will be coming to the Board in the beginning of the year. The College needs some fiscal numbers verified by Lightcast, who is putting that information together, and Dr. Kneuvean, Chief Financial Officer, then Ms. Kris Green, Chief Marketing and Institutional Image Officer, will create the document.

Ms. Elizabeth Daniels, Student Senate President, commented she was one of the nominees and will attend the PTK luncheon on April 12th that Trustee Ash mentioned. The Board congratulated Ms. Daniels.

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.**

- **Consent Agenda:** Chair Criswell called for a motion to approve the Consent Agenda. Trustee Daniels made the motion. Trustee Ash seconded the motion. **The Motion Carried.** Trustee Hoskins Sutton, on behalf of the Board, gave condolences to the family of adjunct faculty member, Belete Fikru.

9. **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 –

- The 99th Annual Candle Lighting Ceremony was held on November 29th. Ms. Barnes gave thanks to all the faculty, staff and students that made this amazing event possible. The guest speaker was great.

On Saturday, December 9th, Student Senate hosted Breakfast with Santa. Students, including Upward Bound students, helped put all the stations together, worked some stations and helped the children get more involved. It was a great time and a lot of families participated.

Ms. Daniels reported Student Senate has been preparing for their Winter Wonderland event on Thursday, December 14th from 9:00 AM to 1:00 PM. It is for students who have children to come and get necessities - food, presents and toys, to have happy holidays with their families. Student Senate shops for the items and are finishing the shopping tomorrow for stocking stuffers. Students will volunteer to help students with children get the necessities they need.

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

10. **President's Report:** Chair Criswell called for the President's report. Dr. Greg Mosier reported the following –

- Thanked the outgoing Trustees for their time, service and dedication to the Board. Dr. Mosier expressed he was glad all were able to get together at the farewell reception that was held in November.

The annual holiday luncheon was held last week. It was a great turn out and was wonderful to see everyone. Gave thanks to Sheryl, Kristin and the team that organized the beautiful event. Slap's BBQ was a hit so that holiday tradition will probably be continued.

President Mosier and a KCKCC group were attending the Complete College America - Annual Convening this week. Complete College America has four prime pillars of success: purpose, structure, momentum and support with each of those having focus areas of alignment. KCKCC is engaged in some of these items and will become engaged in others. KCKCC had a great team of 11 people from different areas of the institution at the conference because it is an important time and sharing of information. Cabinet members will be reporting on sessions attended. The team will gather as a group in January to discuss some of the items and how the College will be able to carry this information forward.

Dr. Mosier and Dr. Fabiola Riobé spent 10 days in Peru recently. It was a great trip that was productive on how to collaborate to advance Peru's Technical College system. The trip was sponsored by the United States Embassy, which was promoting sustainable relations with community colleges.

Dr. Mosier shared an image of the Peru map with the trip route and highlights of the 10-day trip – Lima; Pucallpa (met with the Institute of Education Superior (IES) Suiza, met in the jungles of Peru as this was an agricultural-type college with 11 degrees,

discussed training opportunities for their administration, faculty and staff, and transfer opportunities where students can start there and finish at KCKCC, spent about two days at each location and toured each campus, met with business and industry, had individual meetings and held open sessions for the institution with the embassy and the ministry); **Lima**; **Tacna**, on the Chilean border; **Moquegua** (met with IES Jose Carlos Mariategui Institution – this is an industrial institution focusing on heavy industry, has one of the largest copper mines in the world and a fishery, they focus on technology and heavy technology, the three institutions have each received \$20 to \$40 million in American funds for facilities and equipment, they have equipment focusing on industrial electronics, electricity and mechatronics); **Tacna**; **Lima**; **Asiste Peru**; **Punto Azul** (met with IES Simon Bolivar, this is a more metro institution). These visits encompassed institutions in a rural, industrial and metro setting.

The embassy set up a meeting with the president of Asiste Peru, their association of private colleges and universities - 46 associated institutes, seven high schools and over 200,000 students. Asiste Peru has high technology at their facilities, top notch training, their culinary program is the Cordon Bleu curriculum and their art campus was amazing. They would like to start with cohorts of 10 students in five different programmatic areas that will be chosen collaboratively for transfer to start in Peru and finish at KCKCC. It will take a while to put together but good things will come.

Dr. Mosier shared some photos, his Facebook page displays additional photos from the trip.

Downtown update: The College was notified yesterday that an additional \$6 million from the Sunderland Foundation was received - \$3.5 million for KCKCC and \$2.5 million for Swope Health.

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

11. Executive Vice President's Report: Chair Criswell called for the Executive Vice President's report. Dr. Scott Balog highlighted the following items from the Board report –

- Dr. Balog was attending the Complete College America's annual convening and appreciated the opportunity to share best practices among colleagues. A session aligning with current focus areas was about an analytics solution that has been developed and deployed at Maricopa Community College District in Arizona - one of the leading districts in the country. Dr. Balog will connect with their team post-conference to learn more about that solution to advance KCKCC's data capacity. There was a session on adult learners and how to provide a high-quality experience for first-time or returning students and being a lifelong learning partner.

Strategy – KCKCC continued our review of committees, councils and work groups. The College completed our mid-year strategic planning progress report, are packaging the report for presentation to the Board next month. The College continued our review

of data, tools to increase our data capacity, expanded access to data and our ability to use that data to ask the right questions and inform our work and service to students and partners in the community.

Partnerships – Dr. Balog joined colleagues and Trustees representing the College in events including the Kansas City Area Development Council Annual Meetings, State of Unified Government hosted by the Rotary Club of Kansas City, Kansas and the Economic Forecast Breakfast hosted by the Greater Kansas City Chamber of Commerce. The College is advancing collaboration with community organizations, employers and education partners and contributing to regional and statewide initiatives including Enterprise KC. KCKCC is supporting the development of a regional tech hubs proposal with a focus on biologics and biomanufacturing. The College is advancing strategic partnership initiatives including Archer Education as a development partner with their platform solution and working alongside their team, allowing us to adopt best practices, enrollment management, strategic marketing – growing the capacity of our team raising expectations for the experience we provide our students and employer partners.

Operations and Execution – Dr. Balog enjoyed standing in for President Mosier during his trip to Peru representing at prominent college events including the candle lighting and winter scholarship social.

Dr. Balog thanked Trustees Daniels, Brown and Brune for their service to the College and their investment in KCKCC and our community, welcomed the newest Trustees and gave congratulations to Trustee Ash and thanked him for representing the residents of Wyandotte County.

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

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

- Mr. Pope was attending the Complete College America's annual convening and the sessions attended were connected to initiatives such as first year placement for students to make sure they do not get lost taking developmental courses with our co-requisite model in English, reading and math. Our developmental math coordinator attended. Ashley Irvin, Associate Dean of Career Technical Education, attended sessions about credit for prior learning. Mr. Pope attended a great session on “Designing Higher Education Programs for Today's Learners.” Mr. Pope was excited to bring some of their initiatives to KCKCC.

Gave kudos to a staff member and an adult student, who is a practicing Emergency Medical Technician, that handled an emergency medical situation on campus.

Dr. Mario Ramos-Reyes, Professor of Philosophy, won the National Literature prize in Paraguay for his philosophical essay *Philosophy for Mysterious Times*. There were seven awards given by the President of Paraguay. Gave congratulations to Dr. Ramos-Reyes.

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

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

- Dr. Balog was attending the Complete College America's annual convening and it has been a great experience attending sessions with the Assistant Director of Student Success, Mr. Brett Lagerblade.

There is a tremendous opportunity with KC Scholars, now Great Jobs KC, and their efforts to attract more adult students to KCKCC through those funding opportunities. Recent data about the incoming community college students, 80% tend to transfer at some point but only 14% in six years obtain a bachelor's degree. Time and effort improving transferring in and out and having more efficient processes as students come in with multiple transcripts, to get those transcripts to properly recognize prior learning credit is good.

As of Monday, the enrollment report increased - student credit hours for the Spring semester are up 10.3% compared to Spring 2023.

With the FAFSA changes, our financial aid staff has taken national training. FAFSA will be released toward the end of the month and there will be delays with the Department of Education getting that information to students. The Expected Family Contribution is being replaced by Student Aid Index which will allow students to potentially get more maximum Pell funding and provide more efficient ways for students to complete FAFSA. The College is learning, connecting high school partners and community partners, doing presentations and getting ready for the rush with the short FAFSA turnaround time this year.

Phase One of our simplified application for admission went into production yesterday. Highlights are that we estimate a reduction of 10 of the 20 manual checks that were being done to process applications. These will continue to be reviewed this Spring. About 11 fields were reduced from the application, which will help with the improvement and better collection of information from students.

Regarding Title III Activities, the division partnered with the Center for Teaching Excellence to develop a student success workshop as part of welcome week. This will be a great opportunity for faculty and staff to learn more about guided pathways and developmental education - to launch that project more formally.

Student housing is still full, with an expected waiting list after the Spring. We are trying to prioritize the students that were on the Fall waiting list.

Trustee Daniels congratulated Dr. Meiers and all on the increase in enrollment across the board in critical areas. Dr. Meiers commented it was an all-college effort.

Trustee Hoskins Sutton noticed in the Student Accessibility and Support Services report - the disability service volume has more than doubled from 2021 to 2023, from eight students in 2021 with reported psychiatric problems to 15 students in 2022 and 26 students in 2023. Trustee Hoskins Sutton questioned if KCKCC provided an avenue or follow up service for students experiencing those difficulties. Dr. Meiers answered the staff works directly with the counseling and advocacy groups on that case management approach to make sure students get referred to our mental health counselors or to community resources. It is the holistic care model we are trying to infuse across the student services area to get the right people in the right space to help those students.

Dr. Mosier added a couple of years ago the College recognized this, part of it is COVID-related, and it will be a 10-year impact. Like we had an assistance program, two or three years ago, Dr. Mosier asked that a student assistance program be implemented along with the on-campus services we can provide, then we can do referrals when the students get a number of free visits with the type of assistance they need in the profession. Trustee Hoskins Sutton agreed it was partly COVID-related and thanked Dr. Mosier for that clarification.

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

14. **Vice President Educational Innovation and Global Programming Report:** Chair Criswell called for the Vice President Educational Innovation and Global Programming report. Dr. Fabiola Riobé highlighted the following items from the Board report –

- Dr. Riobé was attending the Complete College America's annual convening with Mr. Julius Brownlee, High School Partnerships, and her biggest takeaway was during the closing plenary. One of the speakers mentioned the skills that will be required for the jobs of the future. KCKCC has a focus on getting students real-world ready, focusing on skills and competencies.

With Adult & Continuing Education, 22 potential new community education courses have been identified that will be launched between the Spring and Summer sessions. The Driver's Education program has resumed and motorcycle courses will begin again in March 2024. The Ed2Go platform has been revamped with a new domain, enhancing online learning with all our course offerings.

With High School Partnerships, the team has been proactive with different enrollment strategies, particularly with outreach, tapping into key stakeholders on campus, asking for their support as they go to the high schools for community conversations and town

halls meeting with the public school delegation on how to enhance our partnership. Ms. Mary Spangler and the Foundation team has been instrumental in some of these conversations as we are exploring new opportunities for financial assistance for some high school students within the program.

Dr. Mosier understated all the travel we did in Peru. It was 10 days of nonstop action of visiting institutions, learning about their workforce and how they can align with their industry partners in Peru. Great partnership with the U.S. Embassy based out of Peru and the Ministry of Education. KCKCC signed a Memorandum of Understanding with Asiste Peru that encompasses 46 institutions. With that partnership KCKCC is looking to explore train the trainer models, English as Second Language and how to start in the space of virtual exchange and student mobility vis-à-vis our students going to Peru and receiving other students in Peru. We are excited to start building our capacity around this work. Back in Kansas City, the College continued to process international student applications - 78 applications. People understand that KCKCC is a place they could start and leverage and go anywhere.

In Online Education Services, the team has been working with faculty on their Spring 2024 content to ensure 508 compliance and are on track to be at 72.3%, which is a record high of compliance for accessibility. With the new ticketing system in place, 121 help desk tickets have been resolved and the team looks to continue to build the knowledge base with a searchable feature for faculty and students.

Workforce Innovation is anticipating the graduation of the eighth cohort of the IMT program. Kellanova has been added as a new sponsor in our FAME program.

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

Dr. Mosier asked and Dr. Riobé confirmed that Costa Rica or Brazil plans are in the making as KCKCC expands South American connections and maximizes opportunities in the region.

15. Chief Marketing and Institutional Image Officer Report: Chair Criswell called for the Chief Marketing and Institutional Image Officer report. Ms. Kris Green highlighted the following items from the Board report –

- Marketing is working with Segura Marketing on a Spanish micro site and have started translating that content. Marketing will begin working with Yoodle to do the overall website redesign.

Ms. Green worked with the Board Community Engagement Committee to write the committee's goals and objectives.

Marketing has streamlined their services to the college community and created new forms for the print shop and duplicating systems that allow employees to give more

detailed information on requests.

Marketing is handling Spring enrollment pushes. KCKCC has seen strong engagement with digital advertising, social media, radio advertising and with the combined efforts of the total enrollment team. The College is seeing higher application numbers and higher enrollment.

Graphic Design - Marketing created a variety of humanities presentation flyers for the grant professor Dr. Aaron Margolis received. KCKCC purchased a new billboard on I-70 a little closer to I-435 and that artwork was done. Marketing created Title III webpages, global learning and others.

Candle Lighting was a wonderful success, the Marketing team did promotions, photography and videography for and during the event. Marketing did photography for International Education Week, the farewell celebration for the Trustees and the M-PACT Vocal Festival.

There is a significant uptick in website traffic this month and it will continue as it gets to enrollment period. There is increased steadily more engagement with Facebook and Instagram followers.

Marketing is in the production of the strategic plan update, under Dr. Balog's direction, and the Centennial Magazine.

Dr. Mosier added Marketing translated about 10 critical information documents for the Peru trip into Spanish and made the documents electronically available on thumb drives for the swag bags that were given to the administrators and executives. There is remarkable work being done and the extra effort is appreciated - that goes for everyone as reports are given about the great things the College is doing.

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

16. Chief Financial Officer Report: Chair Criswell called for the Chief Financial Officer report.

Dr. Shelley Kneuvean highlighted the following items from the Board report –

- On the financial side, KCKCC took in about \$2 million in revenue related to Spring enrollment. This year for the first time as a reminder, there is a notation about rollover projects - projects that we had a requisition on but had not paid yet. We have allocated about \$2 million of those funds represented in the report this month which is completing some of the projects and approved purchases from last fiscal year.

Two Certificates of Deposit are expiring at the end of the month - Bank of Labor and Liberty Bank. Those will be competitively bid out to all the banks that have a physical presence in our service area and get those reinvested in January.

The weight room is a big expenditure that is budgeted; that project is coming in under the engineer's estimate.

The annual audit that was presented last month to the Board Finance Committee and to the Board, will need the Board's approval as part of this meeting. There are a number of entities the College must file that audit with and that will be completed by the end of this week if it is approved by the Board.

KCKCC has a bond rating review though the College is not in the process of issuing any bonds. Standard and Poor's (S&P) periodically does a review of bond ratings. The College is in a good financial position and is in the process of completing the questionnaires and documents S&P inquired with us. The outcome will be reported to the Board. The College has a good bond rating from when we did the last bonds on Centennial Hall.

The Facilities Master Plan update was provided to the college community now has a landing page on the KCKCC website. The College is working with the consultant, TreanorHL, to finalize the narrative document.

Downtown – The College was reimbursed the affronted funds by the partners and those funds are reconciled. The College remitted the funds that were held by the Foundation for the project per the auditor's recommendation. KCKCC is in the process of finishing the planning process then will have a plan review with the City. We will be getting updated cost estimates. The Unified Government will issue the demolition permit. The College must get a notice of intent from the Kansas Department of Health and Environment (KDHE) – the application is submitted. The College continues to contact Willa Gill and the two agencies that operate out of there. When demolition begins, they will be introduced to the site superintendent to support them and their continued services they provide.

The final inspection on the Jewell elevator is scheduled for December 21st, it will be back in operation.

Trustee Ash clarified the elevator has been ready and the College has been waiting on the Fire Marshall.

Trustee Daniels made a motion to accept the report. Chair Criswell seconded the motion.
The Motion Carried.

17. **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 –
- This is a busy time for Human Resources as they are implementing new benefit carriers. The benefits coordinator is uploading payroll deductions and having implementation meetings with Blue Cross Blue Shield and the other carriers.

Human Resources continued our monthly professional development sessions. This month there were two with a new session "Leading Through Followership." There were 11 participants and the feedback was positive about the content of that training.

The Center for Equity, Inclusion and Multicultural Engagement is wrapping up their year. As part of the strategic plan, the director and his team have developed a cultural and inclusivity internal assessment tool. That will come through Cabinet for review.

An appreciation event was held last week for all the individuals that have collaborated with the Center for Equity, Inclusion and Multicultural Engagement - for their contributions to the initiatives, projects and feedback provided to the department so plans of action for the department and the College can continue to be identified.

Human Resources has completed the second round of interviews for the Director of Employee Relations and hope to have a final selection by this week and have that individual start in January to join and complete our team.

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

18. 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 the members of the Information Services and Media Services teams for their hard work this year, their dedication is greatly appreciated.

Mr. Gabriel was at the CCA conference and had attended a number of informative sessions, including the same session Dr. Balog mentioned about Maricopa. Mr. Gabriel looked forward to finding more information on that after the conference. Mr. Gabriel highlighted one session titled "We Bet You Never Thought of Community Colleges Like This." This session was hosted by the Lumina Foundation that did a million dollar challenge travelling to different community colleges that submitted short videos talking about their community colleges. The session was focused around learning practical ways to improve how colleges communicate their value in the community, to frame a stronger narrative about the institution and that there has never been a more important time to tell a better story about community colleges. This is something KCKCC does and needs to be thinking about.

The network services group did a health check working with Cisco support. That engagement was positive and confirmed that Information Services had the Cisco umbrella, the Domain Name System (DNS) security product configured well and followed best practices.

The teams moved to another health check with Cisco around the identity services

platform with hopes to be completed before winter break.

As done every semester, Information Services has started receiving the laptops back from students from the fall semester. Mr. Gabriel thanked the computing services team that will clean up the laptops, get them reimaged and ready to go for Spring semester students to begin checking them out on January 8th.

Mr. Gabriel thanked the outgoing Trustees Brune, Brown and Daniels for their hard-working commitment to KCKCC and expressed they will be missed.

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

Trustee Brune commented that her observation at the holiday luncheon was the servers at the North end of the luncheon were much quicker than the servers and the South end and she wanted to say thank you for that.

Dr. Mosier added for the downtown project \$6 million announcement he made earlier, he wanted to thank the KCKCC Foundation, Ms. Mary Spangler and her staff who put that together, they did a great job.

19. **Unfinished Business:** Chair Criswell invited Dr. Shelley Kneuvean, Chief Financial Officer, to present the 2023 Annual Audit and Financial Compliance Reports. Dr. Kneuvean presented the following –

- The final audit for approval was in the Board packet. After last month's presentation, there were no changes made. It was a clean audit with no findings and no management comments. Dr. Kneuvean requested approval of the annual audit and financial compliance report and mentioned the Foundation Board approved the Foundation audit at their meeting last week.

Trustee Brune motioned to approve the 2023 annual audit and financial compliance report. Trustee Brown seconded the motion. **The Motion Carried.**

20. **New Business:**

- Chair Criswell invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the FY2024 Master Contract Between The Board of Trustees Kansas City Kansas Community College and the Faculty Association of KNEA Kansas City Kansas Community College. Mr. Pope presented the following –
 - The red line version of the contract showing the changes was in the Board packet. The administration and faculty groups made a commitment to end negotiations on November 14th. The past few years contracts were signed the following calendar year in part due to a concerted effort to do Interest-Based Bargaining which is good but can be slow. This contract includes a Memorandum of Understanding to jointly commit to exchanging letters by January 31st to be able to begin negotiations in February. Legislature states the date as March 31st but

the College is not beholden to that date in that it can be done earlier by practice. The goal is to have a lot of the negotiations done before the faculty end in the Summer then following the budget approval process in August it can get back to a more normal schedule of being ratified and approved in September or October.

Mr. Pope pointed out the changes in Article V-Just Cause and Representation, Article IX-Professional Workload, a salary increase and the intent to next year do a salary study at the College possibly for the 2025-2026 contract, and coordinator release time.

Mr. Pope gave thanks to everyone on the teams. Dr. Mosier gave kudos to the teams. At the request of Trustee Daniels, Mr. Pope confirmed the faculty voted and ratified the contract.

Chair Criswell called for a motion to approve the FY2024 Master Contract Between The Board of Trustees Kansas City Kansas Community College and the Faculty Association of KNEA Kansas City Kansas Community College. Trustee Hoskins Sutton made the motion. Trustee Brown seconded the motion. **The Motion Carried.**

- Chair Criswell invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the New and Revised Academic Programs. Mr. Pope presented about the following –
 - Nursing/Registered Nurse AAS – Program Modifications
 - Nursing/LPN-Paramedic-RRT to RN Articulation AAS – Program Modifications
 - Respiratory Care Therapy/Therapist AAS – Program Modification
 - Heating, Ventilation and Air Conditioning/Refrigeration
 - New Certificate A
 - Modification of Certificate B

Programs are reviewed based upon best practice, employer recommendations and advisory board recommendations. The recommendations are presented in the Board packet.

The program modifications for Nursing/Registered Nurse AAS, Nursing/LPN-Paramedic-RRT to RN Articulation AAS and Respiratory Care Therapy/Therapist AAS relate to the Kansas Board of Regents (KBOR) program alignment requirement of either pathophysiology or microbiology in the lab not both. It reduces the number of credit hours students need to complete the degree.

The Heating, Ventilation and Air Conditioning/Refrigeration (HVAC) program went through KBOR alignment very recently. KCKCC changed the name to reflect best practice to HVAC/R and added a Certificate A – the courses in Certificate A count toward the Certificate B.

Trustee Hoskins Sutton questioned when the health professions modifications take effect and the timing of whether students must take both labs. Mr. Pope explained

students will be advised by the health professions advisor about the course requirements. Dr. Mosier added, when the curriculum changes students have their option to stay with their current or go with the new curriculum.

Trustee Daniels motioned to approve the recommended changes. Trustee Hoskins Sutton seconded the motion. The Motion Carried.

21. **Adjournment:** Chair Criswell wished Dr. Daniels a happy birthday. Chair Criswell continued with extending a heartfelt thank you and well wishes, personally and on behalf of the Board, to the outgoing Board members Trustees Brown, Brune and Daniels. They will be missed and it has been an absolute honor and joy to serve with them. Their presence and service made this a better Board. Trustee Daniels expressed enjoyment for serving on the Board for 16.5 years, looked forward to the College continuing to improve and serving our community in ways it hasn't before, stated he will be helpful as he can and thanked all for the kind words over the last couple of weeks – all will be missed.

Trustee Brune gave thanks for the reception at the last Board meeting as it was an excellent opportunity to give well wishes to all and stated it was an honor to serve with all, it was a learning experience to work with educators.

Trustee Brown echoed those statements, gave thanks to all and expressed all will be missed.

Chair Criswell extended congratulations on the re-election of Trustee Ash stating all will enjoy his continued service, it is always an honor and pleasure to serve with him.

Chair Criswell congratulated the newly elected Trustees and expressed she looked forward to working with them.

Chair Criswell wished happy holidays to all - a joyous, prosperous holiday season and a happy new year. Dr. Mosier echoed the sentiment for all to have a happy and safe break.

Chair Criswell called for a motion to adjourn the meeting. Trustee Daniels motioned to adjourn the meeting. Trustee Brown seconded the motion. The Motion Carried.

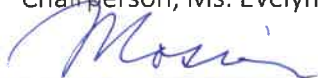
The meeting adjourned at 7:04 p.m.

ATTEST:

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Chairperson, Ms. Evelyn Criswell



Secretary, Dr. Greg Mosier